

**MINUTES of the MEETING of FEERING PARISH COUNCIL held on  
TUESDAY 20<sup>th</sup> December 2016 at 7.30pm in the PARISH COUNCIL OFFICE**

Present: Cllr P. Lees (Chairman), Cllr M. Lakin (Vice-Chairman), Cllr L. Blackburn, Cllr M. Bonner, Cllr M. Eddolls, Cllr. H Edwards, Cllr. C. Newton and Jane Coleman (Minute Taker)

No members of the Public were present.

**169/2016 Chairman Welcome.** The Chairman welcomed everyone to the meeting

**170/2016 Apologies for Absence** were received from Cllr. K. Evans, Cllr. J. Inglis, District Councillor R. Mitchell and ECC Lady P. Newton,

**171/2016 Declarations of Interest**

To declare any Disclosable Pecuniary, Pecuniary or non-Pecuniary Interest relating to items on the Agenda  
Cllrs P. Lees and H. Edwards declared a non-pecuniary interest in item 180/2016 as the recipient of a payment. Cllr M. Lakin declared a non-pecuniary interest in items 179/2016 and 180/2016 as a trustee of the FCA.

Later in the meeting at item 176/2016 Cllr M. Bonner declared a non-pecuniary interest as the landowner is known to him.

**172/2016 To approve the Minutes of the meeting of Feering Parish Council held on 15<sup>th</sup> November 2016**

It was agreed to defer this item until the next Meeting as they are not available due to the Clerk's sick leave.

**RESOLVED:-** to defer this item until the next Meeting.

**173/2016 Public Question Time**

No members of the public present.

**174/2016 Clerk's Report**

- **Advice of legal fees**

Members noted that the fee for legal advice was less than had been expected at £729 including VAT.

- **To approve the renewal of the Aegis CCTV contract and repair of hard drive 2017**

The hard drive had been damaged by the recent power surge. Its repair and the renewal of the Aegis CCTV contract was approved.

- **To approve renewal of RCCE Membership 2016/2017**

It was agreed that RCCE Membership, particularly in relation to support for the Neighbourhood Plan was essential and very worthwhile, and the subscription renewal was approved.

- **Raising the profile of FPC**

It was agreed to send an article and photos about the opening of the play equipment to the Parish Magazine and also EALC for the County Update. Cllr C. Newton advised that the Parish Council Facebook page had been set up, and once she had

received some photos, she would start posting to it. Cllr M Bonner agreed to forward some information onto her.

It was agreed to consider erecting a new Parish Noticeboard on the greensward opposite The Sun Inn. Cllr Eddolls who lives nearby volunteered to keep an eye on it. Ownership of the land will need to be established, as well as the relevant permissions and costs. It was suggested that the noticeboard could be sponsored by a local business, as happens in other parishes. This item will be added to the next Agenda.

- **Damaged Street light on A12 slip road (north)**

Cllr M Lakin advised that ECC Highways contractors working on the A12 had damaged one of the parish council's street lights. They propose to repair it, if the parish council gives them permission to do so. It was agreed that the ECC Highways contractors should effect a full repair at the earliest opportunity.

**RESOLVED:- that the above be approved.**

**175/2016 District Councillor Reports**

There was no District Councillor present, but Cllr R Mitchell wanted to remind the parish about the District Council's grant scheme to improve community, which had not been taken up yet.

**176/2016 Planning Matters**

- Report on Planning Meeting held on 20<sup>th</sup> December 2016

Cllr M Lakin reported on the Planning Meeting held 20<sup>th</sup> December 2016 and noted that permission had been granted for an amended application, reducing the size of the extension.

Cllr M Bonner declared a non-pecuniary interest as the landowner is known to him.

He requested that the Parish Council respond to the proposals for Ewell Hall being put forward under the Kelvedon Neighbourhood Plan, which could have a significant impact on traffic in Inworth Road. Cllr M Lakin advised that this item will be discussed at the next Planning Meeting.

**RESOLVED:- that the information be received and noted.**

**177/2016 G.G. Adams Garden & Maintenance Services**

- Any issues to report

There were no issues to report for the handyman, who is continuing to maintain the condition of the village in the absence of the Clerk. Cllr M Lakin advised that he will be moving the SID shortly.

- **PROW**

Cllr M Bonner advised that progress had been made relating to the proposal to create a riverside walk between Feering and Kelvedon. The Angling Society who own a 12' strip next to the river are amenable to it becoming a permissive path, although they cannot contribute to its clearance. Legal issues need to be resolved, but the Parish Council has the opportunity to grant a licence to access a permissive path to create the missing link on this walk. It was agreed that this will be taken

forward on the Clerk's return.

- **Review of Handyman Contract**

As there is no further information available, this item will be deferred to the next meeting.

**RESOLVED:- that the information be received and noted.**

**178/2016**

**Highways & Transport**

- **VTAG Report**

Cllr M Bonner had previously circulated a draft letter to Priti Patel MP highlighting the importance of the provision of adequate infrastructure and improved access to the A12 before more housing is built in Feering. This is timely as the A12 widening scheme is being promoted to MP's in Parliament in January. The draft was approved. Cllr M Bonner will put it on headed paper for the Chairman's signature.

**RESOLVED: that the proposed letter be sent to Priti Patel MP**

- **A12 & A120 Community Forum**

It was noted that the consultation on the approved routes had just been published with further information and public exhibitions to come in mid-January

**RESOLVED:- that the information be received and noted.**

**179/2016**

**Representative Reports**

Cllr M Lakin had declared a non-pecuniary interest.

- **FCA Management Meeting**

Cllr M Lakin reported on the Management Meeting held 2<sup>nd</sup> December. The Minutes had been circulated to councillors. The FCA will be investigating the possibility of making the Acorn Room into a meeting room with grant funding in the New Year. They are also taking forward the issue of fire exits when the community centre is closed with the school.

- **Neighbourhood Plan**

Cllr L Blackburn noted that the group had recently met with HTA, who are the planners who will be supporting the work going forward. They are holding an Open Day on February 25<sup>th</sup> between 10am and 3pm to engage with the public. Local groups and businesses will be encouraged to participate. Cllr L Blackburn noted that they are now managing to engage more young people, and increase the realisation that housing can bring necessary infrastructure, and the opportunity to shape and influence future development.

Informal meetings are being held with the groups developing plans in Kelvedon and Coggeshall to identify areas of joint interest. The next committee meeting will take place on 23<sup>rd</sup> January.

- **Meeting with Crown Estates**

Cllr L Blackburn requested that the Parish Council invite Crown Estates to a joint meeting with the Neighbourhood Plan Group, so that they can explain their work

and conclusions to them. This was approved. Cllr L Blackburn will identify suitable dates to offer.

- **EALC/BALC Report**

Cllr H Edwards advised that the next meetings would take place in January.

- **Playing Field Committee**

Nothing to report

- **PROW & Cycleway Committee**

Nothing to report

**RESOLVED:- that the information be received and noted.**

Cllr M Bonner left the room at 8.23 and returned at 8.26.

## 180/2016 Finance

Cllrs P. Lees, H. Edwards and M. Lakin had declared a non-pecuniary interest

Credit Received: FCA £847 (refund trade waste payment); £34.38 UK Power Networks, wayleave; VAT Refund £1965.34					
Chq No.	Inv. No.	Payee	Cost	VAT	Total
DD	Dec 16	Orange Broadband	£16.14	£3.23	£19.37
DD	Dec 16	EON	£89.33	£4.47	£93.80
S/O	Dec 16	GG Adams Garden Maintenance Service – Handyman	£730.00	£0	£730.00
S/O	Dec 16	GG Adams Garden Maintenance Service – Verges	£183.00	£0	£183.00
104756	Dec 16	K Money – Salary – Dec 16	£849.03	£0	£848.83
104757	Dec 16	HMRC – Tax on Dec 16 salary	£293.28	£0	£293.48
104758	Dec 16	ECC – Clerk pension	£278.47	£0	£278.47
104755	Nov 16	Thompson Smith Puxon	£609.00	£120.00	£729.00
104754	Dec 16	N Edwards	£18.00	£0	£18.00
104751	Nov 16	RCCE renewal*	£55.00	£11.00	£66.00
104752	Oct 16	Aegis *	£113.00	£22.60	£135.60
104753	Dec 16	FCA Cleaning	£104.40	£0	£104.40
DD	Nov 16	BT	£82.21	£0	£82.21
104747	Dec 16	A&J Lighting repair to C38/39/40	£194.80	£38.96	£233.76
104759	Dec 16	Paul Lees	£72.00	£0	£72.00
104760	Dec 16	HMRC – Q1-Q3 employers contributions	£666.51	£0	£666.51
		Total:			£4,554.43

Cllr M Lakin noted that due to an administrative error Employer Contributions to HMRC hadn't been made since Easter. This had now been rectified. She also noted a minor discrepancy in the Clerk's pay on the payments schedule circulated at the November meeting due to the start of pension contributions, but that the total had been correct.

Cllr L Blackburn proposed and Cllr C. Newton seconded that the above payments be authorised.

**RESOLVED:- the payments listed above be authorised.**

Details of the Bank account balances was circulated to Councillors at the meeting.

Cllr M Bonner noted that he had been contacted by James Colhoun of the TVVA advising that the Parish Council's grant to the TVVA did not appear to have been paid in 2015. It was agreed to investigate this after Christmas.

**181/2016 Grievance Policy**

The draft policy had been circulated to members at the last meeting and had been drafted to allow for additional employees in the future. Cllr M. Eddolls proposed that the draft policy be adopted, seconded by Cllr M Bonner. This was approved, with one abstention.

**RESOLVED:- that the proposed Grievance Policy be adopted by the Council.**

**182/2016 Items for Next Agenda**

- Provision of a new parish noticeboard at the bottom of Feering Hill
- Renewal of the handyman's contract

**EXCLUSION OF THE PRESS AND PUBLIC**

**RESOLVED** that under the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the Meeting for the following items of business on the grounds that publicity would be prejudicial to the public interest.

**183/2016 Advice from Parish Solicitors**

The advice from Thompson Smith and Puxon and the potential implications for the Parish Council were received and noted.

**RESOLVED:-** that the advice from Thompson Smith and Puxon and the potential implications for the Parish Council be received and noted.

**184/2016 Public Domain**

It was agreed that no item should be moved into the Public Domain.

**RESOLVED:** that no items should be moved into the Public Domain.

**Date of Next Full Council meeting Tuesday 17<sup>th</sup> January 2017 at 7.30pm**

There being no further business the Chairman closed the meeting at 8.55pm and wished members a Happy Christmas and New Year.

Signed.....17<sup>th</sup> January 2017  
**P Lees**  
**Chairman**  
**Feering Parish Council**