



**MINUTES of the MEETING of FEERING PARISH COUNCIL held on Tuesday 20 November 2018 at 7.30 pm in the Parish Office of Feering Community Centre**

Present: Cllr P Lees (Chairman), Cllr C Newton (Vice-Chairman), Cllr R Carpenter, Cllr L Blackburn, Cllr M Bonner and Lisa Collins (Clerk to the Council).

Members of the Public: 1

**123/2018 Chairman Welcome**

The Chairman welcomed everyone to the meeting.

**124/2018 Apologies for Absence**

Apologies were received from Cllr Helen Edwards and Cllr Katherine Evans and ECC/BDC Cllr R Mitchell.

**125/2018 Declaration of Interest**

To declare any Disclosable Pecuniary, Pecuniary or non-Pecuniary Interest relating to items on the Agenda.

No declarations were received.

**126/2018 To approve the Minutes of the last meeting of Feering Parish Council**

It was resolved that the minutes of the meeting of the Full Council held on 16 October be approved and signed as a correct record. Cllr Newton proposed, Cllr Carpenter seconded, unanimously agreed.

**127/2018 Public Participation Session**

The Chairman will invite questions and observations from members of the public present. A maximum time of 15 minutes will be allowed.

The attending member of the public raised an issue of the speeding through the village and raised potentially forming a Community speed awareness scheme. It was stated that at least 10 volunteers are needed to set up the scheme. The member of the public stated he was prepared to investigate setting up the scheme but would need assistance in getting information about it out to the parish.

**128/2018 Report from " District / County Councillor"**

No report was given.

**129/2018 Clerks Report**

i *Training courses*

The Clerks report was noted. The Clerk put a request to the Council that a new form be used to show the monthly payments which can be obtained directly through the RBS package. Cllr Blackburn proposed Cllr Newton seconded and it was unanimously agreed that the new form be used going forwards.

ii *Grant applications received*

The Clerks report was noted.

iii *Parishioners Emails*

Bridge Meadow – It was agreed to ask the Tree Warden to advise on the best course of action and let the occupant know.

Manned refuse – After discussion, it was agreed that a note would be put in the Parish Magazine, on the website and Facebook page to state that the lorry is for the use of Feering Village residents only and it should not be used for recyclable or green waste rubbish. Clerk to check that the lorry is only for landfill rubbish.

Potential closure of Kelvedon Library – It was agreed that the Clerk should contact Kelvedon PC Clerk to suggest a joint working to ensure that the facilities remain.

iv *Councillor Vacancy*

Both vacancies can now be co-opted. The Clerk had produced a draft advert for the approval. It was agreed that the advert should be put onto the website, Facebook page and into the Parish Magazine.

**130/2018 Planning Matters**

i *Report of Planning Meeting held on 30 October 2018 – Cllr K Evans*

It was noted that there was an error in the date on the Agenda and this should have been 30 October, not 26 September. The minutes of the meeting of 30 October were noted.

ii *Election of Councillor to join Planning Committee*

It was unanimously agreed that Cllr Robert Carpenter would be elected to join the Planning Committee following Peter Gruender's resignation. Proposed by Cllr Newton, seconded by Cllr Blackburn.

**131/2018 Highways & Transport**

i *VTAG report from Cllr M Bonner*

An enquiry has been made to find out what discussions were being had with Highways England. There has been no recent dialogue. Therefore, no decisions regarding junctions have been taken.

ii *A12 to A120 Widening - A120 Routes – A120 Community Forum meeting update from Cllr K Evans*

No report given.

iii *Councillors to discuss any issues to report regarding Transport / Refuse to BDC and/or ECC*

Nothing to report.

iv *Speeding issues on London Road, SID data and Community Speed Watch*

After discussion, it was agreed to assist in exploring the viability of a Community Speed Watch. There was discussion around purchasing a further 2 SIDs and investigate whether there are any other options which could assist in the reduction of speed through the village. Clerk to investigate and find out the cost for this purchase and the various options available.

**132/2018 Representative Reports**

i *FCA Management meeting from Cllr L Blackburn*

FCA welcomes Lisa to the office and looks forward to working with her.

Following the AGM, Laura (now Chair) and Karen (Vice-Chair) look forward to a close collaborative working arrangement with the Parish Council.

The FCA have recently updated their safeguarding policy and are in the process of renewing their booking form.

It would be interesting to have an update/see a plan of the proposed new entrance doors.

The sudden change in the Wi-Fi router means that the FCA still require the password for the time being for their hirers who have booked rooms based on the Wi-Fi capability until they have time to consider its options for a separate system which can be advertised more publicly.

It was agreed that the Clerk would investigate providing a platform for the broadband to ensure that our router stayed secure.

The FCA look forward to and are grateful for the proposed new printer in the office and have plans in place accordingly for an upgrade to their computer system. They would be grateful for a little warning when this happens, so they can ensure their computer is compatible at the right time.

The FCA requested a final signed copy of the Joint User Agreement.

ii *Neighbourhood Plan update from Cllr L Blackburn*

The meeting on 12 November was well attended.

Cllr Lees gave an update on the budget and the grant application for help with further surveys/plans were discussed, along with the fee proposals from DAC for assistance with getting the Plan through Reg 14 requirement and update from HTA as to funds still available.

They will be contacting Crown Estates for an update on the 165 homes proposed to start next year.

The Committee are grateful to Cllr Carpenter for his help in publicity and communication as although they have done most of the evidence-based gathering there is still a lot that needs to be done concerning getting the public involved with Reg 14 and beyond. It would be brilliant to have a few more foot soldiers on the team.

The proposed joint villages meeting has been postponed until January.

iii *EALC / BALC report from Cllr H Edwards*

No report was given

iv *PRoW & Cycleway Committee report from Cllr K Evans*

No report was given

v *Playing Field Committee meeting from Cllr P Lees*

The Playing Field inspection report has been received, and indicates no major issues and all issues are either low or very low risk. A meeting will now be arranged shortly.

vi *Finance meeting from Cllr P Lees*

This was to be discussed during the precept discussion.

vii *Feering School Academy Committee report from Cllr P Lees*

The school are still waiting for the final Joint Users Agreement to come back. It has been sent to the Diocese and the school are chasing. Cllr Lees will have a conversation with Mrs Goth to discuss the relationship and joint use of land.

viii *Employment committee report from Cllr P Lees*

Nothing to report.

**133/2018 EALC Local Services Fund Application**

We are awaiting the outcome of these applications.

**134/2018 Annual Parish Assembly 2019**

i *To agree a date for the Assembly*

It was agreed that the date for the Assembly would be 29 April 2019

ii *To agree a format for the Assembly*

It was agreed that this would be put onto the Agenda for 18 December and the format would be agreed then.

**135/2018 Purchase of Charles Arnold-Baker – Local Council Administration**

There is a new edition (11<sup>th</sup>) of the Local Council Administration book and we currently have the 9<sup>th</sup> edition in the office. The Clerk informed the Council that this book had been invaluable to her. It was agreed that a new version of the Charles Arnold Baker Local Council Administration book should be purchased at a cost of £104.13. Proposed by Cllr Lees, seconded by Cllr Newton, unanimously agreed.

**136/2018 Departure of Tree Warden**

Our current voluntary Tree Warden is due to vacate her position at the end of the year. It was agreed that due to this departure and until a new warden was found, all Tree planning applications should be referred back to Braintree District Council.

It was agreed that an action of thanks should be made to the outgoing Tree Warden. Clerk to discuss this further.

**137/2018 WW1 Commemoration – Relationship with Freren**

The Remembrance Service went very well in collaboration with the school. A wreath was laid on behalf of the community by the Parish Council.

There was a discussion around the possibility of creating a formal relationship with Freren in Saxony to look forward from the war, involving the school, church and Royal British Legion (“RBL”). The church is positive about this and thought it was a positive step. The school have been approached and we would need to get their support. The RBL would also like to see if they have a similar body in Freren that they could forge a relationship with.

It was stated that whilst it was a fantastic idea, the execution of the project may not be feasible.

After discussion it was decided that we need to do more research and have a further discussion once this research has been undertaken.

**138/2018 Policy Reviews**

The Clerk informed the councillors that the policies currently on the website should be reviewed every year and have not been reviewed for this year.

It was agreed that the Clerk, with the Chairman’s assistance, should review the documents and agree a date for a meeting in early January for the Council to discuss the reviews further and agree for them to be uploaded to the website.

**139/2018 Finance**

i *Bank balances as at 31st October 2018 and 2018/19 budget account to be circulated to Councillors at the meeting.*

It was agreed that the HMRC payments should be changed to quarterly payments going forward to ensure that the payments were received in time.

The Council discussed the IT Equipment Upgrade recommendations made by the Clerk regarding the printer, computer and IT maintenance. It was agreed to accept the recommendations made by the Clerk and new IT equipment should be

ordered. Proposed by Cllr Lees seconded by Cllr Blackburns, unanimously agreed.

- ii *Councillors to agree payment of October 2018 finances to be circulated to Councillors at the meeting* ★

Cllr Newton proposed and Cllr Lees seconded the payment of all monthly payments.

- iii *Bank Account – a replacement signatory for Cllr Newton needs to be agreed.*

After discussion, it was agreed that Cllr Robert Carpenter would become a signatory to the Unity Trust Bank Account. Cllr Lees proposed and Cllr Bonner seconded. The application form was signed and the Clerk to submit this.

- iv *Councillors to agree Budget and Precept for 2019/20 – previously circulated to Councillors* ★

The Clerk presented the budget and precept recommendation for 2019/20. After careful consideration and review the Council unanimously agreed the budget and precept amount of £54,206, an increase of 2.30%. Proposed by Cllr Carpenter, seconded by Cllr Bonner, unanimously agreed.

#### **140/2018 Items for Next Agenda**

- i Open Spaces Action Plan 2019
- ii Liaising with Kelvedon regarding the Special Constables and potentially working together
- iii Potential closure of Kelvedon Library.
- iv Village speeding issues.

**Date of Next Full Council meeting Tuesday 18 December 2018 at 7.30pm**

There being no further business the Chairman closed the meeting at 9.55 pm and thanked everyone for attending.

Signed..... 18 December 2018  
**Paul Lees**