



**MINUTES of the MEETING of FEERING PARISH COUNCIL
held on Tuesday 17 September 2019 at 7.30 pm
in the Parish Office of Feering Community Centre**

Present: Cllr P Lees (Chair) Cllr C Newton Cllr D Leach
Cllr C Dobson Cllr L Blackburn Cllr R Carpenter
Lisa Collins – Clerk to the Council Cllr J Sandum (BDC)
Members of the Public: 1

148/2019 Chairman Welcome

The Chairman welcomed everyone to the meeting.

149/2019 Apologies for Absence

Apologies were received from Cllr Bonner.

It was **resolved** that the apologies be accepted. Proposed by Cllr Dobson and seconded by Cllr Newton. Two voted in favour, two did not vote and one abstained.

Cllr Leach joined the meeting at 19.32

150/2019 Declaration of Interest

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

No disclosable interests were declared.

151/2019 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 July 2019 be approved and signed as a correct record. Cllr Carpenter proposed; Cllr Blackburn seconded. It was further **resolved** the minutes of the Extraordinary Meeting held on 20 June 2019 be approved and signed as a correct record subject to one small amendment of fact. Cllr Dobson proposed; Cllr Carpenter seconded.

152/2019 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.

No members of the public present.

153/2019 Report from District / County Councillor

Cllr Jenny Sandum gave a report to the Council. She informed the council that there is a town and parish council summit being held on 19 September. A further meeting on 23 September in Coggeshall at 7.00 pm and 26 September at 6.30 pm in Silver End which will be along the same lines. Cllr Sandum also mentioned the conservation area consultation is also open. The Heritage Society have forwarded a list of buildings of interest for Feering but these do not appear to have been taken into account. A discussion was had with the planning department at BDC. A meeting has taken place with the developers of the 165 properties and that the plans are being re-drafted to be sent out for consultation again. It was **agreed** that the Clerk would contact BDC for a further update. An update was given with regard to planning enforcement.

154/2019 Clerks Report

The Clerk had previously submitted a written report to Councillors which was discussed and noted.

155/2019 Planning Matters

i *Report of Planning Meeting held on 16 and 23 July 2019 – Cllr R Carpenter*

Cllr Carpenter gave an update on the meeting of 16 July. Three applications discussed relating to New Lane, Feering Vicarage and Gore House. Cllr Carpenter also gave an update on the meeting of 23 July 2019. Two applications discussed relating to Domsey Chase and All Saints Church.

156/2019 Highways & Transport

i *VTAG report from Cllr M Bonner*

No report given.

ii *A12 to A120 Widening - A120 Routes – A12 Community Forum meeting update*

No update to be given.

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

No issues were raised.

i) Land at New Lane – Parking issues / usage

The clerk informed Council that she had written to the school but had received no response. It was discussed that the clerk would contact the police and ask them to raise the issue with the school.

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

SID is still out of operation and is under repair. We are waiting for a date for this to be returned to us. The Clerk to contact ECC to see if we can get any more signage. It was discussed whether we could link with Kelvedon PC to see if we could get anything for the two villages.

157/2019 Representative Reports

i *FCA Management meeting from Cllr L Blackburn*

Cllr Blackburn read out the report from the FCA which included official thanks for the new front doors and clearing out of the loft. An update on the status of the CIO, School Health & Safety Risk Assessment, JUA and Football Pitch.

The lining of the pitch was discussed and there is currently no need to have the lines marked as there are no football clubs. The standard of the facilities are not up to standard because there are no separate changing facility for referees. It was **agreed** that we would look into whether there were any clubs looking for facilities and pitch our costs accordingly. It was also **agreed** that we would look at the condition of the facilities and what work needs to be done.

CIO – It was agreed that a meeting should be arranged with Bridgette Gough regarding the change and also for the Clerk to contact the Diocese to ascertain whether they are happy for an addendum to be added to the JUA. It was agreed to write a letter to Mrs Gough and copy in the Chair of the Trustees.

ii *Neighbourhood Plan update from Cllr L Blackburn*

Cllr Blackburn gave a report to Council. She informed that the HTA critical review and BDC comments had been received and a workshop will be held to incorporate and finalise the draft plan.

The last meeting in September had been poorly attended. A question had been raised as to whether the NP would be needed going forward as the PC could take over. After discussion it was **agreed** that the NP committee should continue. A meeting to work on the design code has been agreed for 4 October.

i) *To discuss and agree strategy for Regulation 14 Consultation of Neighbourhood plan*

It was **agreed** that the Plan should aim to be adopted at the November meeting.

iii *EALC / BALC report*

Cllr Blackburn will be attending the EALC AGM on 19 September

iv *PRoW & Cycleway Committee report from Cllr M Bonner*

No report was given

v *Playing Field Committee meeting from Cllr P Lees*

Cllr Lees stated that the playing field repair was underway. We are waiting for the weather to change before the repair can be carried out. .

vi *Finance meeting from Cllr P Lees*

No report given

vii *Employment committee report from Cllr P Lees*

No report was given.

viii *Kelvedon and Feering Library Working Group Report from Cllr D Leach*

Cllr Newton gave a report on the recent meeting held on 5 September. Discussion was held around a withdrawal of the EoI. It was discussed at the meeting that there is currently no valid lease held by ECC for the building and that this would cause the Working Group issues if any funding was to be applied for. The Clerk has spoken to ECC and they are going to try to find out what the current position is and report back.

158/2019 Environmental Committee

After discussion around BDC declaring a climate emergency and environmental issues being a hot topic, it was **agreed** that an Environmental Group Working party should be formed and chaired by Cllr Dobson who would co-ordinate this as there were not enough resources within the council to have a committee. It was further **agreed** that we could then request non-council representatives on the group. It was proposed that any recommendations should be brought back to the Council at the next meeting. Cllr Lees proposed, Cllr Leach seconded. One councillor abstained.

159/2019 Wildlife and Biodiversity Group

Cllr Dobson gave an update on this group. The group has been changed to Feering & Kelvedon Wildlife group. Cllr Dobson is trying to drum up support for this through various groups. Looking for people to join committee.

160/2019 Christmas Lights

Cllr Leach mentioned that as a community we do not do anything in terms of Christmas lights. It was discussed that it would be nice to have a Christmas tree on the Village Green and a discussion should be had with Greenfields with regard to sponsoring this and use of the green.

Cllr Carpenter left the meeting at 21.22.

161/2019 Tree Survey

After discussion it was **agreed** that the quote received from Writtle Forest be accepted. Cllr Dobson proposed. Cllr Newton seconded

162/2019 Special Constables Recruitment

The Clerk informed the council that we have now received the official marketing material to recruit our Special Constables and that this was already in circulation on social media and the noticeboards. The contract had also been received which after discussion it was **agreed** that the Clerk should sign and return.

163/2019 Marketing / Communications / Website

The Clerk informed the council that, after a few teething issues, the new email addresses were set up and being used. It was **agreed** that the Clerk would ascertain how we could store old emails from the Gmail account on our server and then arrange for the accounts to be closed down. The upgrade of the website is still under review.

164/2019 Health & Safety Audit Report

At our meeting in July with the FCA, it had been agreed that a Health & Safety Audit report would be obtained from an outside company to set a benchmark. The FCA have now stated that they would prefer to try to get the report done using the HSE checklist and then get a report if there are areas which could not be completed.

165/2019 War on Plastics

There was no update on this as the Clerk has not yet obtained the information relating to installing a refill point.

166/2019 Councillors / Training

- i To consider and review Councillor's Skills Audit

As we are still missing some skills audit reports from Councillors this item was deferred to the next meeting.

Cllr Sandum left the meeting at 21.36.

- ii To consider and agree which sessions should be selected for the first Councillor training session and agree date

As we were still waiting responses this was deferred to the next meeting.

- iii To confirm and agree arrangements for the Mental Health First Aid Training session to be held on 5 October 2019

It was discussed that the councillors need to sign up to the training.

167/2019 Picnic benches for the Playing Field

Cllr Leach provided a list of potential sponsors for the benches in the picnic area. It was agreed that Cllr Leach would take this forward and agreed a deadline of spring 2020.

168/2019 Review of Asset Register Preparation

This item was deferred to the next meeting.

169/2019 Council Development Plan

Cllr Lees outlined the reasoning behind the draft plan. It was discussed that this document needs to be agreed at the October meeting ahead of the precept discussions. Councillors were asked to review and let the Clerk have any comments ahead of the next meeting.

170/2019 Community Centre Car Park

The Clerk previously circulated a report which was discussed at the meeting. After discussion it was **agreed** that the clerk would go back to the contractors and ask what their recommendation was for the size and get an equivalent quote and re-evaluate at the October meeting.

171/2019 Finance

- i *To approve the bank reconciliation as at 31 August 2019 and 2019/20 budget account (to be circulated to Councillors at the meeting)*

After discussion the bank reconciliation was **approved**.

- ii *Councillors to agree Clerks Expenses.*

After discussion it was **agreed** that the Clerk's expenses be approved.

- iii *To receive update on the external audit of the accounts for 2018/19*

The AGAR has still not been received from PKF LittleJohn. However, this needs to be published on our website by 30 September so should be received shortly. An issue has been raised with regard to section 2 box 9 as the figure which was entered into the 2017/18 comparative box did not match the figure submitted for the 2017/18 financial year end.

- iv *Councillors to agree payments for September 2019 (to be circulated to Councillors at the meeting)*

It was **agreed** that the September payments be made. Cllr Newton proposed, Cllr Blackburn seconded.

172/2019 Items for Next Agenda

- i To discuss an Environmental Council Policy
- ii To agree Cllr Dobson be the Council representative for the K&F Wildlife Group.
- iii Skills Audit review
- iv Review of Asset Register
- v Development Plan
- vi Fly Tipping

Date of Next Full Council meeting Tuesday 15 October 2019 at 7.30pm

There being no further business the Chair closed the meeting at 10.10 pm and thanked everyone for attending.

Signed

Paul Lees

15 October 2019