



**MINUTES of the MEETING of FEERING PARISH COUNCIL
held on Tuesday 15 October 2019 at 7.30 pm
in the Parish Office of Feering Community Centre**

Present: Cllr P Lees (Chair) Cllr R Carpenter Cllr D Leach
Cllr C Dobson Cllr L Blackburn Lisa Collins – Clerk to the Council
Cllr P Thorogood (BDC)
Members of the Public: 2

173/2019 Chairman Welcome

The Chairman welcomed everyone to the meeting.

174/2019 Apologies for Absence

Apologies were received from Cllr Bonner and Cllr Newton.

It was **resolved** that the apologies from Cllr Newton be accepted.

175/2019 Declaration of Interest

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

Cllr Leach declared a non-pecuniary interest in the Feering PTA agenda item as his wife is the treasurer of the PTA (185/2019).

176/2019 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 17 September 2019 be approved and signed as a correct record.

177/2019 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.

A member of the public raised the issue of the ticket office being shut during the afternoon at Kelvedon Railway station. They would like the Council to support the local stakeholders and to write to Greater Anglia and to Priti Patel. They are co-ordinating with the parish councils for Feering, Kelvedon and Hatfield Peveral and also contacting BDC and District and County Councillors.

A further member of the public raised the issue of speeding issues in Little Tey Road. The resident put “slow” signs up on his own property and within a week they were knocked down. There have been several incidences where speeding cars are causing issues and there was a near miss with a child. The resident would like the Council to support reducing the speed limit on this stretch of road to a 30 mph.

Cllr Carpenter left the meeting at 19.52 and returned at 19.53

Members of the public left at 19.55

178/2019 Report from District / County Councillor

Cllr Thorogood gave an update on the Local Plan which ended on 30 September and that they should hear back by Christmas. The next NEGC workshop in Wivenhoe and the A12 Forum workshop which he attended. Preferred route for the A12 will be given shortly and a consultation period will commence shortly after that date.

179/2019 Clerks Report

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

180/2019 Planning Matters

i *Report of Planning Meeting held on 17 and 26 September 2019 – Cllr R Carpenter*

Cllr Carpenter gave an update on the meeting of 17 September. Four applications discussed relating to Paddock Cottage, 28 Sherwood Way, 1 The Green and Cherry Tree Cottage. An update was also given on the meeting of 26 September 2019. This was a meeting to discuss and agree a response to the BDC Local Plan Phase 1.

181/2019 Highways & Transport

i *VTAG report from Cllr M Bonner*

Cllr Lees summarised the minutes of the last meeting which the clerk had received. The next meeting will be held in January 2020. It was **agreed** that FPC should discuss with Robert Mitchell the junction at Station Road and the comments made regarding Cala Homes paying towards the junction and then take this further with ECC if necessary.

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

No report was given. This was discussed by Cllr Thorogood under the District Councillor report.

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

The issue of the visit to the recycling centre was raised. Cllr Thorogood stated that he has still not received an invitation and will let FPC know when he hears about this.

i) *Land at New Lane – Parking issues / usage*

Nothing to report.

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

The SID has now been repaired and is back up on Coggeshall Road. Following the public participation section, it was discussed that Cllr Robert Mitchell should be contacted regarding Little Tey Road. London Road is due a traffic survey – it was asked that this is not done within school holiday periods.

iii) *Fly Tipping*

It was discussed whether the flytipping had been removed from Inworth Road. As this was private land BDC would not remove the rubbish.

182/2019 Representative Reports

i *FCA Management meeting from Cllr L Blackburn*

Cllr Blackburn gave an update on the FCA Management meeting, including the Health & Safety Report, CIO, VE Day May Fayre, and fundraising for the FCA. It was discussed whether the diocese owns the land and whether the school need to be involved in the CIO discussions.

ii *Neighbourhood Plan update from Cllr L Blackburn*

A meeting was held with AR Urbanism to discuss the Design Code plan. A final draft is expected shortly. A workshop was held on 7 October where the Design Code was reworded and Braintree's comment on the NP. A further session has been booked to work through all changes. Next committee meeting shall be held on 4 November. Cllr Blackburn requested confirmation of attendance at the RCCE Neighbourhood Planning Training Session. It was **agreed** that Cllr Blackburn attend the training course and £20 be paid for this.

iii *EALC / BALC report*

Cllr Blackburn gave a report on the ECC / EALC Joint Conference and EALC's AGM. Cllr Blackburn gave a report on the speakers and their topics the EALC achievements and the Awards Ceremony.

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

A meeting is to be held on 16 October.

v *Playing Field Committee meeting from Cllr P Lees*

There was no update on this, other than the Clerk has been in contact with the contractor to request a date for when work will be taking place.

vi *Finance meeting from Cllr P Lees*

No report given

vii *Employment committee report from Cllr P Lees*

A meeting is to be held on 12 November.

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

No report given. The Clerk stated that the info packs will be circulated at the end of October.

183/2019 Committee Representatives

i *To consider and agree a committee representative to the Feering & Kelvedon Local History Museum*

It was **agreed** that Cllr Dobson would be the representative.

ii *To consider and agree Cllr Dobson to be the Council representative for the Feering & Kelvedon Wildlife Group*

It was **agreed** that Cllr Dobson be the representative. Cllr Dobson gave an update on the group's activities.

Cllr Leach left the room at 20.54 and returned at 20.56.

184/2019 Environmental Council Policy

This is still being worked on as the uptake for the Environmental Committee is low.

185/2019 Feering PTA

After discussion it was **agreed** that under S137 the council would donate 3 book tokens to the value of £15 each.

186/2019 Kelvedon & Feering Health Centre

Cllr Lees gave an update on the meeting which he attended with the KFHC practice and the CCG. Concerns were raised regarding the issues which have been occurring at the practice and specifically communication. It was discussed that the practice would contact the clerks at Feering and Kelvedon with communication updates which will be sent out via the parish council's newsletters, website and social media. The issue with Boots was raised and the practice will look into this.

187/2019 Christmas Lights

The clerk informed the Council that Greenfields had confirmed that a Tree could be placed on the village green. We now need to confirm whether there is any power supply there and whether we could source a solar powered lights.

- 188/2019 Tree Survey**
The Clerk informed the Council that the tree survey will commence the week beginning 21 October.
- 189/2019 Special Constables Recruitment**
No recruitment requests have been made. Cllr Lees **agreed** to confirm whether he would be able to attend the Recruitment drive on 22 October.
- 190/2019 Marketing / Communications / Website**
The clerk provided an update on the new website and confirmed that we are working towards this being live shortly.
- 191/2019 War on Plastics**
There was no update on this as the Clerk has not yet obtained the information relating to installing a refill point.
- 192/2019 Councillors / Training**
- i To consider and review Councillor's Skills Audit
As we have still not received all responses, it was deferred to the next meeting.
 - ii To consider and agree which sessions should be selected for the first Councillor training session and agree date
The sessions were **agreed** and a date is now to be booked at the beginning of next year.
 - iii To receive an update on the Mental Health First Aid Training Session held on 5 October and consider running again
Members of the Council commented how good the course was. The clerk updated on the attendance at the course and that the event was oversubscribed. It was agreed to find out whether there would be interest in the course being run again and whether they would run the full mental health training.
 - iv To consider the Clerk's request to attend the SLCC networking event on 14 November 2019
It was **agreed** that the Clerk should attend the Networking event.
- 193/2019 Review of Asset Register Preparation**
It was discussed who would take the various sections for reviewing the asset review and the list was divided up.
- 194/2019 Council Development Plan**
After discussion, it was **agreed** that the development plan should be adopted.
- 195/2019 Community Centre**
- i To review, discuss and consider the revised quotations received relating to the Car Park
After discussion it was **agreed** that the clerk's recommendation be accepted specifically with regard to health and safety.
 - ii To review, discuss and consider quotations received relating to the Community Centre Roof
After discussion it was **agreed** that the clerk's recommendation be accepted.
- 196/2019 Re-quotation for Handyman / Grass Verges Contract**
It was **agreed** to the clerk's recommendation
- 197/2019 Village Sign Restoration**
It was **agreed** to accept the Clerk's recommendation.

198/2019 Finance

- i *To approve the bank reconciliation as at 30 September 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 clerk updated the council. This has now been finalised and the audited accounts are published. A vote of thanks was given to the Clerk for the work undertaken in relation to this.

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

It was **agreed** that the October payments be made. Proposed by Cllr Carpenter, seconded by Cllr Dobson.

- v *To discuss and consider the opening of a new bank account to alleviate the issue of the FSCS Guarantee*

It was **agreed** to accept the RFO's recommendation that a Nationwide Savers Account be opened and £20,000 be transferred into the account. This is a prudent measure to ensure finances are protected under the FSCS guarantee and the account will not be used for any purpose other than topping up the current account.

It was also agreed that the financial regulations be updated to take this into account.

199/2019 Items for Next Agenda

- i Precept
- ii Neighbourhood Plan adoption
- iii Neighbourhood Plan Design Code

Date of Next Full Council meeting Tuesday 19 November 2019 at 7.30pm

There being no further business the Chair closed the meeting at 22.36 pm and thanked everyone for attending.

Signed

Paul Lees

19 November 2019