



**MINUTES of the MEETING of FEERING PARISH COUNCIL
held on Tuesday 19 November 2019 at 7.30 pm
in the Parish Office of Feering Community Centre**

Present: Cllr P Lees (Chair) Cllr C Newton Cllr D Leach – arrived 19.35
Cllr C Dobson Cllr L Blackburn Cllr M Bonner
Lisa Collins – Clerk to the Council Cllr J Sandum (BDC) Cllr R Mitchell (ECC)
Members of the Public: 0

200/2019 Chairman Welcome

The Chairman welcomed everyone to the meeting.

201/2019 Apologies for Absence

Apologies were received from Cllr Carpenter.

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

202/2019 Declaration of Interest

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

No pecuniary interests were declared.

203/2019 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 15 October 2019 be approved and signed as a correct record.

204/2019 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 public in attendance.

205/2019 Report from District / County Councillor

Cllr Sandum gave an update on the Bloor Homes site and the date for the planning committee and the issue of the machinery on site. Wildlife amble around the site on Friday 22 November. KFHC – potential date for the next meeting of the surgery is 16/17 December. Discuss the cost of calling the surgery following a complaint from a patient. Also looking into the Pharmacy link. Information is trying to be obtained about the departure of the Doctor. Local plan – inspectors' examination on 14 January until 30th. Green and Independent group has been invited to attend to speak on transport. Budget meetings coming up. Setting up banks across the district for Tetrapak recycling, off-road cycle paths.

Cllr Mitchell updated on the A12 consultation. More of a snaking line rather than the parallel line originally proposed. Marks Tey will not join up and Copford will be a divided village. The routes allow an increase in West Tey. Route between Witham and Kelvedon South likely to stay closer to the current route. New improvements to the reporting site which will be introduced in Jan/Feb time.

206/2019 Clerks Report

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

207/2019 Planning Matters

- i *Report of Planning Meeting held on 15 October and 4 November 2019 – Cllr D Carpenter*
Cllr Leach gave an update on the meeting of 15 October. One application was discussed relating to the Land West of Kelvedon Station. Cllr Lees gave an update on the meeting of 4 November 2019 regarding a TPO application Near Feering Cricket Ground.

208/2019 Highways & Transport

- i *VTAG report from Cllr M Bonner*

There was nothing further to discuss than what had previously been raised at the last meeting. Potential loss of junction at Kelvedon was disappointed, however there was little difference to how it is now as they will use the existing junction as a B road and join the A12 at Witham North. It won't alleviate the issue of having to come through the village to go north bound.

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

No report was given.

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

No issues to report.

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

The parking issue at New Lane was raised with Cllr Mitchell.

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

Nothing to report. Still ongoing.

- iii) *Fly Tipping*

No report.

209/2019 Representative Reports

- i *FCA Management meeting from Cllr L Blackburn*

Cllr Blackburn gave an update on the FCA Management meeting, including the Christmas Fayre, AGM on 25th November where the CIO will be presented, and the WiFi Platform.

- ii *Neighbourhood Plan update from Cllr L Blackburn*

Cllr Blackburn gave an update on the reg 14 consultation for the NP. They have finalised the Design Code to be sent to BDC and the budget implications. Cllr Blackburn attended the RCCE workshop on Reg 14 and Beyond.

- iii *EALC / BALC report*

No report given

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

Cllr Dobson gave an update on the PRoW committee meeting held on 16 October. Various items were raised at that meeting including the rafted path walk damage, Footpath 18 overgrowth, A12 consultation and vegetation in the river.

- v *Playing Field Committee meeting from Cllr P Lees*

The work has now been completed on the field. The fencing is to remain in situ until the end of the school term in December.

- vi *Finance meeting from Cllr P Lees*

No report given.

vii *Employment committee report from Cllr P Lees*

Cllr Lees gave a report on the meeting held on 12 November. Very positive review of clerk's performance and confident that the clerk would meet their target. Completion of CiLCA and performance review would mean a 2 point pay increase. Thank the clerk for the hard work she has put in and personal development in assisting the council.

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

No meetings. Still waiting for information on who owns the lease. Cllr Mitchell informed the Council that an email had been received about community run libraries.

210/2019 Kelvedon Community Association

After discussion it was **agreed** that Feering PC would not be represented at this time as we do not have the resources to fulfil the role on the Community Association AGM.

211/2019 Neighbourhood Plan Adoption

- i To review, discuss and agree the Neighbourhood Plan document

It was **agreed** to defer this item until next month as we are not in a position yet to go to regulation 14.

- ii To review, discuss and agree the adoption of the Neighbourhood Plan Design Code

After discussion it was **agreed** to adopt the NP Design code and forward to BDC for them to take into material consideration on the 165 homes and for the Design Code to be evidenced based.

212/2019 Open Spaces Action Plan 2020

After discussion it was **agreed** that there was nothing to add to this document

213/2019 Coggeshall, Feering & Kelvedon Flood Risk Management

After discussion, it was **agreed** to invite the Environment Agency to attend a Working Group Council meeting to give an update on the scheme and to discuss the Council's concerns.

Cllr Mitchell left the meeting at 20.47

214/2019 Handyman / Grass and Verges Cutting Contract

After discussion regarding the quotes it was **agreed** to accept the Clerk's recommendations that we continue with G G Adams on a rolling 1-year contract to a maximum of 3 years with a 6 months' notice period on both sides.

215/2019 Raising Council Profile

- i To consider and agree to running a trial of Councillor Surgeries to engage more with residents of the Parish

After discussion it was **agreed** to run a trial of monthly surgeries on a six-month trial on an alternative evening and weekend basis starting from January.

- ii To discuss and agree to taking a stand at the Feering Christmas Fayre for the Parish Councillors to attend to engage more with the residents.

After discussion it was **agreed** that Cllr Newton, Cllr Blackburn, the Clerk attend the Feering Christmas Fayre and that 2 banner signs should be purchased.

216/2019 Marketing / Communications / Website

The clerk informed the Council that the new website is now in progress. However, a meeting with the communications committee needs to be arranged to progress this and decide how we want the layout.

217/2019 War on Plastics

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

Cllr Bonner left the meeting at 21.03 and returned at 21.05.

218/2019 Review of Asset Register

This item was deferred to the next meeting.

219/2019 Kelvedon Library Repair Closure

After discussion it was **agreed** that we would contribute £50 towards the costs for hiring the Church Rooms whilst the library was closed for repair work.

220/2019 Tree Survey

- i To receive an update on the tree survey and consider and agree actions arising from the report

After discussion it was **agreed** to obtain quotes for the work to be carried out within 1 month be done as a matter of urgency and 3 months should be actioned immediately. It was also agreed that we would look at obtaining trees to replace the trees that need to be felled.

- ii To consider request from Packhorse Bridge Society regarding tree work to be undertaken

After discussion it was **agreed** that the clerk should seek clarification from the Packhorse Bridge Society as to which tree it was that needed to be removed and also who had informed them that the tree should be removed.

Cllr Sandum left the meeting at 21.22

221/2019 Centre CCTV

After discussion it was **agreed** that a further camera should be installed at the rear of the centre to prevent further damage to the roof. It was also **agreed** to purchase 4 new signs showing who monitors and maintains the CCTV equipment.

222/2019 Parish Council Grants

Two grant applications have been received. It was **agreed** to award the grant requested to the Feering & Kelvedon Garden Club. It was further **agreed** to discuss further with the Feering & Kelvedon Local History Museum exactly what the grant was needed and seek clarification as to the use of the grant.

223/2019 Finance

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

After discussion the bank reconciliation was **approved**. Proposed by Cllr Dobson, seconded by Cllr **Newton**

- ii *Councillors to agree Clerks Expenses.*

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

- iii *Councillors to agree payments for November 2019 (to be circulated to Councillors at the meeting)*

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

- iv *Councillors to discuss and agree the budget and precept request for 2020-21 (previously circulated to Councillors)*

After discussion it was **agreed** that the precept budget of £63,667 should be accepted taking out the . It was further **agreed** that the Clerk should, purchase the RBS software from this years budget to get a 50% discount on the amount which was put into the precept budget. Proposed by Cllr Lees, seconded by Cllr Newton – unanimously agreed.

224/2019

Items for Next Agenda

- i Tree Survey Update
- ii Feedback on Flood Risk Management
- iii Feedback on Handyman / Grass Cutting Contract
- iv Asset Register
- v Discussion around outside planning support.

Date of Next Full Council meeting Tuesday 10 December 2019 at 7.30pm

There being no further business the Chair closed the meeting at 9.53 pm and thanked everyone for attending.

Signed

Paul Lees

10 December 2019