

ABBEY, BEAUCHAMP & BERNERS RODING PARISH COUNCIL

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PARISH COUNCIL MEETING

Councillors are summoned to attend the Meeting of
Abbess Beauchamp & Berners Roding Parish Council
on Wednesday 22 January 2025 at 7.30pm at The Room in the Rodings
for the purpose of transacting the following business.

K Weare
Clerk to the Council 15 January 2025

The press and the public are invited to attend.

AGENDA

- 1. Chair's Welcome**
- 2. Apologies for absence**
- 3. Approval of Minutes**
Cllrs to agree minutes of the meeting October 2 2024 as a correct record. The Chair will sign for the records.
- 4. Co-option of Councillor to fill vacancy**
Confirmation of co-option of Eleanor Sherwen.
Co-opted Cllr to
 - Sign Declaration of Acceptance of Office
 - Complete Register of Member's Interests within 28 days
 - Receive Code of Conduct, Standing Orders and Financial Standing Order
- 5. Declarations of interest in Agenda Items**
- 6. Public Representation**
- 7. Police Report**
- 8. District Council Report Rural East**

9. Essex County Council Report

10. Clerk's Report

The Clerk is arranging for minutes to be archived at the Essex Record Office.

The new Electoral Register has been received.

The Clerk reports that the Parish Council laptop needs to be replaced and has included this in the budget.

11. Village Gateways

Documents sent to ECC Licensing November 19 2024 (Reminder January 9 2025).

Arrangements and budget to be put in place for installing them.

12. Listing of K6 Phone box Berners Roding

As expected, Historic England has rejected the request as it does not fulfil the current listing criteria. The Clerk has received a positive response from the Conservation Team EFDC for inclusion on the local list which is currently under review.

13. Planning

The Clerk has received several explanations from the Principal Planner about "missing" Parish Council comments. The issue is ongoing and involves extra steps and checks for the Clerk.

1. New applications

EPF/2320/24 4 Dacre Cottages

Double storey side extension and partial extension with a flat roof. New side covered porch area. New fenestrations.

EPF/2385/24 Berwick Hall

Prior approval for proposed change of use of agricultural barn to residential dwelling.

PC comments shown on website. Note PC not usually invited to comment on Prior Approval Applications.

EPF/2438/24 Elms Farm

New recessed double gates.

PC queried if plans complete,

2. Decisions made

EPF/0172/24 Berwick Hall

Demolition of 3nr existing outbuildings and erection of 2nr dwellings.

Approve with conditions subject to S106 Legal Agreement

EPF/1498/24 Abbess Hall. Abbess Roding 29/7/24

Residential conversion of former grain store building.

Approved with conditions subject to S106 Agreement.

Section 106 Town and Country Planning Act 1990. The Clerk has queried why the decision and conditions are not shown on the website and why a Section 106 Agreement would be required. No satisfactory response.

EPF/2288/23 Elms Farm Equine Livery Yard

Renewal of Permission for 2 livery yard mobile homes for 2 year temporary siting at Elms Farm. Grant permission. See conditions.

3. Technical for information

EPF/2155/24 Victory House

Certificate of Lawful Development for a proposed gym/garden room. Lawful.

EPF/2004/24 LBC Elms Farm

Replacement soffits and fascias to match existing. Withdrawn.

EPF/1987/24 Land adjoining Brook Cottage

Approval of details under EPF/0073/24.

14. Finances

1. The Clerk reports the Lloyds bank transactions from 1/10/24 to 31/12/24 (see below). .
2. One Cllr to sign bank statement to confirm balance.
3. Lloyds Bank has changed name of the savings account from BB Inst Online to Community Instant Access.
4. Lloyds has changed the current account Treasurers Account from January 14 2025 to a Community Account. It will change of monthly maintenance fee £4.25 and for day today banking.

15. Verge Contract 2025

1. The existing contractor is happy to tender for the 2025 season. He has concerns with the encroachment of hedges, state of verges, obstructions placed on verges which impact on his ability to undertake the verge cut without damage to his machinery.
2. Qualis has tendered for the contract. See documents.

Cllrs to discuss. Cllrs are reminded they are not required to accept the lowest tender. There is also the option to cancel the contract with ECC.

16. Budget and Precept Demand

1. The Clerk has prepared a budget based on facts and best estimates. Cllrs to discuss.
2. Cllrs to resolve to agree the precept demand based on the budget. Demand to be signed and sent to EFDC by January 25 2025.

17. Arrangements for Annual Parish Meeting March 5 2025

Publicity. Guest speakers. Refreshments.

18. Correspondence

1. VE Day May 8
2. Defibrillator success
3. Neighbourhood Watch update (Cllr Markey0

19. Items for Information and future agenda

The Chair may, at their discretion, discuss and resolve any urgent matters.

21. DATE OF NEXT MEETING(s)

Wednesday March 5 2025 (APM)

Wednesday March 26 2025 (PCM)

22. CLOSE MEETING**Bank reconciliation**

| | | | |
|---------|-----------------------|------------------|------------------------------|
| | | | |
| 1/10/24 | Treasurers Account | 1,035.91 | |
| | | | |
| | VAT refund | 216.34 | |
| | Transfers in* | 1,525.37 | 2,777.62 |
| | | | |
| | Verge contract | 1,178.10 | |
| | HMRC PAYE M6 | 54.60 | |
| | Clerk salary Oct | 237.90 | |
| | Cloud Next | 119.98 | |
| | HMRC PAYE M7 | 54.40 | |
| | Clerk salary Nov | 217.90 | |
| | HMRC PAYE M8 | 54.60 | |
| | Clerk salary & Q3 exp | 262.43 | 2,179.91 |
| | | | |
| | On hand | 597.71 | Agrees bank statement |
| | | | |
| | Savings Account | 15,000.00 | |
| | Interest October | 12.67 | |
| | Interest November | 12.70 | |
| | Interest December | 10.67 | 15,036.04 |
| | Transfers out* | | 1,525.37 |
| | | | |
| | On hand | 13,510.67 | |
| | | | |
| | Total on hand | 14,108.38 | |