

MINUTES

of the Annual Parish Council Meeting held on Wednesday 25th May 2022
at 8.00pm at the Room in the Rodings.

Present

Councillors B Stratton (Chairman)
 A Parmenter (outgoing Vice-Chairman)
 D Mapes
 C Markey (incoming Vice Chairman)
 T Osborn

R Balcombe District Cllr EFDC (High Ongar, Willingale and The Rodings)
PC Warren Shepherd – part meeting

Parish Clerk Karen Weare

No members of the public

45/22 Retiring Chairman's Welcome

46/22 Apologies for absence

None.

47/22. Election of Chairman

Cllr Stratton was re-elected unopposed. Chairman signed acceptance of office, counter-signed by Clerk.

48/22 Election of Vice-Chairman

Cllr Markey was elected unopposed.

49/22 Approval of Minutes

Cllrs agreed minutes of the meeting March 23rd 2022 as a correct record. The Chairman signed for the records.

50/22 Declarations of interest in Agenda Items

Cllr Markey declared a pecuniary interest in planning item 21(4).

51/22 Areas of Responsibility

Berners Roding Defibrillator Guardian – Cllr Stratton

52/22 Register of Members Interests

Cllrs are requested to review their entries as changes should be notified to within 28 days.

53/22 Public Representation

None.

54/22 District Council Report

Cllr Balcombe gave his report.

55/22 County Council Report

No report.

56/22 Police Report

PC Shepherd reported the crime figures for the quarter ended May 24th 2022.

Reported 15. Recorded as crimes 4 – burglary, intruder in garden, hare coursing, cannabis fly tipping.

Police believe there is a cannabis farm in the area.

The armed robbery was a targeted attack and there was no danger to the public.

Cllr Parmenter thanked PC Shepherd for attending the Church Event. The Community was re-assured by this visible policing.

57/22 Clerk's Report

- Contact with UK Power Networks regarding black poplars. Awaiting response from Care Team.

58/22 Annual Governance and Accountability Return 2021/2022

Mrs Lynda Richardson of Peacock Management Services carried out the internal audit. The return and supporting paperwork were available. No questions arose.

1. Cllrs resolved to accept the return in full.
2. RFO and Chairman signed Certificate of Exemption Part 2 (page 3 of 6) for submission to external auditor no later than 30th June 2022.
3. Section 1 Annual Governance Statement (page 5 of 6). Chairman and Clerk signed.
4. Section 2 – Accounting Statements (page 6 of 6) signed by Clerk. Chairman signed.

The Clerk will publish the required information.

59/22 Ride London

Clerk provided maps and booklets. Cllrs alerted to June 7th Womens Cycling Tour starting/finishing in Harlow.

60/22 Jubilee Picnic

1. Cllr Osborn confirmed all arrangements in place. Cllr Parmenter confirmed that the Friends of the Churches would run a BBQ in aid of Church Funds.
2. Two Cllrs signed cheque for Band £450.00

61/22 Highways

1. The Anchor Lane no fly tipping signs have not been erected? Clerk to contact EFDC.
2. No notifications from ECC of work completed.

62/22 Heritage Finger Posts

Cllr Stratton will liaise with Contractor re outstanding work including new sign in Abbess centre.

Cllr Lawrance will prepare information booklet.

63/22 New Project

The Clerk had not heard from Fyfield PC with details of their blacksmith. Clerk to follow up.

64/22 Defibrillators

1. Berners Roding notified offline. Cllr Stratton arranged for Anne Worley to check and she confirmed it had not been used and the Clerk has re-instated it on The Circuit. Clerk to purchase new pad for July 1st.
2. Abbess Roding.

There was discussion over what type of Defibrillator to buy. Cllrs considered the best option was still the outside heated cabinet. Cllr Osborne to ask Robert Osborne if this could be sited on his barn.

65/22 Publication of Cllrs Contact Details

Cllr Markey is concerned at publication of email addressed leading to spam. Parish Council can use gov.uk or .org or gmail. Cllrs discussed initial and ongoing costs of setting up with webhost (not offered by evoice). Clerk to set up gmail addresses.

66/22 Planning

1. Cllr Markey reported that EFDC Code of Conduct, Planning, and Planning Enforcement Training was very useful. One of the recommendations was that the Parish Council should make a "no objection" submission rather than no action. No breach of enforcement could be investigated until a breach had occurred.

Cllr Balcombe commented that the new rules would mean that in the case of a retrospective application the site had to be returned to original state before application could be considered.

2. New applications

EPF/0929/22 Meadow View, Abbess Roding CM6 OJJ

Approval of conditions on EPF/1072/19 (Demolition of existing residential outbuildings and replacement with a single dwellinghouse). Technical.

EPF/0168/20 Berwick Hall SAC CASE HELD IN ABEYANCE NOW PROGRESSING

Proposed demolition of outbuildings and construction of x3 no. new detached dwellings with associated parking & an access road. *No information on linked case EPF/1098/20.*

Clerk to re-iterate "strong objections" on grounds previously submitted.

EPF/0744/22 Elms Farm, Caravan 1, Berners Roding CM5 OTE

Variation to relocate 1 x mobile home following approval EPF/3022/20 (Re-submission of application for three livery yard mobile homes for two-year temporary siting and associated additional grazing.

Cllr Stratton to draft response for consideration.

3. Awaiting EFDC Decision

EPF/0517/22 Springfields, Dunmow Road CM5 ONT

Proposed new 2 storey extension and re-profiled roof.

EPF/0412/22 North Acre Barn, Dunmow Road CM5 ONX

Application for approval of details for EPF/2883/21. Technical.

4. EFDC Decisions

EPF/0023/22 Nether Street Farmhouse CM5 OJT

Renewal of Grade II listed building consent under EPF/0433 and 1347/22. Grant permission.

67/22 Finances

1. The Clerk reported Lloyds bank transactions from 1/4/2022 to 18/5/22

Treasurers		560.22
Transfer	1,000.00*	
Precept	5,610.00	6,610.00
EALC	172.76	
Offsite Digital	57.00	
Clerk April salary	182.00	

Transfer	6,000.00*	(6411.76)	
Balance at 18/5/22		758.46	
Online		15,000.00	
April interest		.14	
May interest		.13	
Net transfer*		<u>5,000.00</u>	
Balance at 18/5/22		20,000.27	Total balances £20,758.43

3. The Lloyds mandate variation has been submitted. Cllr Parmenter has received replacement PIN, etc. Cllrs Lawrance and Osborne have heard nothing. Clerk to follow up with Lloyds.

4. Upcoming payments

- HMRC PAYE M1 £18.00 (authorised)
- Band £450.00 (cheque)
- Bouncy Castle £160.00
- Auditor
- J Kenney Services £803.88
- Clerk May salary
- HMRC PAYE M2
- Defibrillator pads

68/22 Berners Litter Pick

Cllr Stratton reported on a successful litter pick with equipment loaned by Leaden Roding PC and EFDC. The event would take place earlier in 2023.

69/22 Rural Affordable Housing

Housing Needs Survey cost £277 (200 properties)

- Agree wording of letter and survey with RCCE
- RCCE prepares for distribution
- Parish Council to put in envelopes and distribute to households
- RCCE process responses and prepare report

Cllrs resolved to proceed with Housing Needs Survey. Clerk to contact RCCE.

70/22 Correspondence

None requiring action.

71/22 Information exchange/next agenda items

None.

72/22 PROPOSED DATE OF NEXT MEETING(s)

- July 13th
- October 12th
- January 11th 2023
- APM March 8th and PC 22nd

73/22 MEETING CLOSED 9.45.

Signed Chairman
July 13th 2022