

MINUTES

of the Annual Parish Council Meeting held on Wednesday 24th May 2023
at 7.30pm at the Room in the Rodings.

Present

Councillors B Stratton (Chairman)
 P Lawrance
 D Mapes
 C Markey
 I Milligan
 T Osborn
 A Parmenter

Parish Clerk Karen Weare

EFDC Observer Lynne Ridley

No members of the public

45/23 Retiring Chairman's Welcome

46/23 Apologies for absence
Cllr Balcombe – EFDC Business.

47/23 Election of Chairman

Cllr Stratton was proposed by Cllr Markey and seconded by Cllr Mapes. Elected unopposed. Cllr Stratton signed the Acceptance of Office as Chairman.

48/23 Election of Vice-Chairman

Cllr Markey was proposed by Cllr Mapes and seconded by Cllr Milligan. Elected unopposed.

49/23 Approval of Minutes

Cllrs to agree minutes of the meeting March 22nd 2023 as a correct record. The Chairman signed for the records.

50/23 Declarations of interest in Agenda Items

Cllr Markey pecuniary interest in agenda 20.2 Nether Street Farmhouse planning.

51/23 Areas of Responsibility

Berners Roding Defibrillator Guardian – Cllr Stratton. Defibrillator inspected and The Circuit updated.

52/23 Register of Members Interests

Cllrs were reminded to review their entries. Cllr Parmenter to submit new form.

53/23 Public Representation

None.

54/23 District Council Report

Cllr Balcombe had advised the Clerk that there was little to report due to “purdah”. He was now Portfolio Holder for Contracts, Service and Delivery and Improvement.

55/23 Clerk’s Report

- Special Roadside Verges – Berners Roding had been in existence for some time but no specific details on the valuable plants.
- Lloyds Bank has “simplified” the process to amend signatories. Cllrs with no access to be added.
- New email addresses were still proving difficult to set up. Cllr Markey to assist.

56/23 Annual Governance and Accountability Return 2022/2023

Peacock Management Services has carried out the internal audit. The return and supporting paperwork were available for consideration. 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.

3. Section 1 Annual Governance Statement (page 5 of 6). Chairman and Clerk signed.

4. Section 2 – Accounting Statements (page 6 of 6) already signed by Clerk. Chairman signed..

The Clerk will publish the required information

57/23 Coronation Picnic

The event had gone very well with around 90 people attending. The musician was ideal and the children enjoyed the bouncy castle. Cllr Stratton thanked Cllr Osborn for her organisation and the other Cllrs for setting up and clearing away. Clerk to send a letter of thanks to Mr Robert Osborn for the musician’s stage and gazebo.

Cllrs resolved to make this an annual event with a provision date of Sunday 16th June 2024.

58/23 Operation Brazil

Warren Shepherd (Essex Police) had made a written request for the purchase of the security marking kits £104.15. Cllrs resolved to fund this as agreed in principle at 28/23 to show its commitment to supporting the reduction in rural crime.

59/23 Highways

1. Cllr Milligan to try to arrange a site visit with Cllr McIvor to School Lane, Abbess re collapsed verges.

2. Cllr Osborn reported that the new pothole outside Horsecroft had been patched.

3. The potholes in Berwick Lane were much worse.

3. Cllr Parmenter reported that the collapsed verge edge Green Hills/Anchor Lane was worse and was now a large pothole stretching across the road. Cllr Osborn will take photos and send to Clerk with what.three.words.

4. The flooding outside Falkiners had been resolved.

60/23 Heritage Finger Posts

Cllrs had received positive comments.

Project complete.

Donations and grants £3,300.00

Costs (£6,846.11) insurance valuation/asset register

Net cost to Parish Council £3,536.11

Statutory responsibility remains with Essex County Council. ECC has agreed that the Parish Council can “adopt” them and are responsible for insurance and maintenance.

Clerk to ensure before and after photos held for each fingerpost. Cllrs Markey and Osborn will help with this.

61/23 Road Signs Project

Funding requested from Cllr Mclvor. No response but no grants were available until after “purdah”.

62/23 Abbess Roding Defibrillator

Ongoing discussions between Abbess Church and the Diocese. Cllr Stratton to arrange site visit with the electrician.

63/23. Planning

1. New applications

EPF/0950/23 and EPF/0957/23 LBC Longbarns Farmhouse

Ground mounted solar panels.

No comments.

2. Awaiting EFDC Decision (comments closed)

EPF/0686/23 and EPF/0690/23 LBC Nether Street Farmhouse

Proposed side and rear extension with loft room following the demolition of existing later single storey side/rear extension with loft area.

No comments.

EPF/0633/23 and EPF/634/23 Fairlands

New outdoor swimming pool in grounds of a listed building together with small single storey extension and rebuilding small existing 20th century timber outbuildings.

No comments.

EPF/0352/23 Meadow View

Various extensions and outbuildings.

Comments-over development of the site.

EPF/2091/22 The Depot (was EPF/1477/170)
September 2022. Erection of 2 detached dwellings.

3. EFDC Decisions

EPF/0227/23 Berners Hall Farm

February 2023 Replacement grain storage building.
Decision 29/3/2023 Approve with conditions.

EPF/0368/23 Elms Farm, Equine Livery Yard under EPF/0818/09

Certificate of Lawful Development lunge pen
Decision 17/4/2023 Lawful.

5. Appeals

EPF/0517/22 Springfields

9/12/22 APP/31535
In progress.

6. Ongoing EFDC Planning Pages Issues.

New application EPF/0734/23 Woodyhyde, Anchor Lane details not available.

Cllr Stratton reported a conversation with Martin Ritchie. Mr Ritchie had applied for planning permission in our Parish 6 months ago but the application was not on the EFDC website.

63/24 Finances

1. The Clerk reports the Lloyds bank transactions from 1/4/2023 to 17/5/23

Treasurers		820.27	
Transfer in	2,000.00		
Precept	5,722.00	7,722.00	
EALC	179.23		
Offsite Digital	96.00*		
The Reid Rooms	252.00		
Ed Gooday	846.11		
Clerk salary M1	221.87		
Bouncy Castle	160.00		
Musician	200.00		
PAYE M1	29.80		
Transfer out	5,000.00	<u>6,985.01</u>	
Balance at 18/5/22		1,557.26	Confirmed/signed Cllr Osborn
Online		15,007.88	
April Interest		9.84	
May interest		9.26	
Net transfer		<u>3,000.00</u>	
Balance at 17/5/23		18,026.98	Total balances £19,584.24

- Deducted twice -waiting for credit

64/23 Verge Tender

ECC has increased the payment for verge contract. J Kenney Contracting has been awarded the contract for 2023. 2024 to be reviewed later in the year.

The contractor had expressed concern at the large branches on the B184 verges (Fyfield end of Parish). Potential damage to machinery or to passing vehicles. The Clerk had advised him not to cut where there was any danger. The adjoining fields had belonged to Hornets but had been sold to two different buyers. Clerk to write to the farmer believed to have cut the hedges.

65/23 Correspondence

- Thank you letter for donation from Essex & Herts Air Ambulance
- Thank you letter for grant from Abbess Roding Church

66/23 Information exchange/next agenda items

Ride London Sunday 28th May.

67/23 Clerk Salary Increase

The Chairman reported that the Parish Council had held a meeting and resolved to award the Clerk a pay increase of £240.

68/23 Date of Next Meeting

Wednesday July 12th.

69/23 Meeting Closed 8.25pm

Signed Chairman
July 12th 2023