

Bradwell with Pattiswick Parish Council

Minutes of the Parish Council Meeting

held on 9th November 2015 at 7.30pm in Bradwell Village Hall

15/217	<p>Present: Councillor T Dunn – Chairman Councillor G Lockey Councillor J Bedford Councillor C Evans Councillor G Pritchard</p> <p>In attendance: Mrs C Marshall (Clerk & Responsible Finance Officer) Councillor James Abbott (County Councillor for Witham North) No members of the public were present</p> <p>Apologies: Cllr Marie Webb</p> <p>The Chairman opened the meeting and welcomed those present. Apologies were recorded.</p>
15/218	<p>Co-option of new Councillor The Clerk confirmed that one application only had been received. After discussion, Councillors unanimously voted to invite Mrs Lesley Kinder to join them as a Parish Councillor.</p> <p style="text-align: right;">Action: The Clerk to contact Mrs Kinder (who was unable to attend the meeting) and complete Agenda item 15/219: Acceptance of Office and Observance of Code of Conduct, Register of Members' Interests and other appropriate paperwork</p>
15/220	<p>Declarations of Interest Item 15/229 Cllrs Lockey – Village Hall</p>
15/221	<p>Public participation session No members of the public present and no correspondence received that needed to be discussed.</p>
15/222	<p>Discussion with Councillor Lady Patricia Newton Unfortunately Cllr Lady Newton was delayed and unable to attend. Action: Chairman to extend further invitation</p>
15/223	<p>District Councillors Councillor Abbott spoke to the following topics:</p> <ol style="list-style-type: none"> a. Items to go before the Highways Committee Meeting in January 2016 b. Local roads c. Integrated Waste Management Facility and additional information that is to be presented to Essex County Council Planning Committee before December.
15/224	<p>Previous Minutes The minutes of the meeting held on 12th October were AGREED as a correct record. Proposed: Cllr Lockey Seconded: Cllr Evans Signed by the Chairman</p>

15/225	<p>Chairman's Report</p> <p>The Chairman gave his report and advised the meeting that his comments reported in the local press were expressed as a personal opinion in regard to Twin Oaks and not in his capacity of Chairman to Bradwell with Pattiswick Parish Council.</p> <p>Cllrs present acknowledged the Chairman's statement.</p>
15/226	<p>Adoption of new policies</p> <p>The Expenses Policy for employees and councillors was unanimously AGREED for adoption.</p> <p style="text-align: right;">Proposed: Chairman Seconded: Cllr Lockey All in favour</p> <p style="text-align: right;">Action: Clerk to publish final copy</p>
15/227	<p>Integrated Waste Management Facility</p> <p>Discussed under item 15/223</p>
15/228	<p>Parish Plan</p> <p>The Chairman referred to data gathering previously distributed and confirmed he would be attending the RCCE meeting on 14th November.</p> <p style="text-align: right;">Action: Chairman to present data in pictorial format</p>
15/229	<p>Village Hall Representative Report</p> <p>On behalf of Cllr Webb, Cllr Lockey reported on the highly successful formal opening by Cllr Lady Newton of the Village Hall extension (MP Priti Patel sent her apologies and a copy of her proposed opening speech as she was unable to attend due to commitments in the House). There is now a full schedule of events to the end of the year. A few items of snagging remain and will be resolved within a week.</p> <p>A special Christmas Coffee Morning is being held on 2nd December and Cllr Lockey extended an invitation to all present to attend.</p>
15/230	<p>Resilience (Emergency) Plan</p> <p>The Clerk has revised where possible and requested Cllrs to re-look at the action plan to identify where they can assist.</p> <p style="text-align: right;">Action: Clerk to issue current revision to Cllrs Action: Cllrs to identify which of the actions they can undertake</p>
15/231	<p>Bradwell Environment</p> <p>a) Playing field - Cllr Bedford apologised that he had been unable to complete an inspection in October.</p> <p style="text-align: right;">Action: Cllr Bedford to inspect as soon as possible</p> <p>b) Playing field lease</p> <p style="text-align: right;">Action: Clerk to issue invoice for playing field and fishing rights to Bradwell Estates and formally request copy of lease</p> <p>c) Outdoor gym equipment for playing field – Cllr Evans presented a quotation for a “Cardio 8 Bundle” from Caloo, similar to that installed at Rayne playing field.</p> <p style="text-align: right;">Action: Cllr Evans to contact Caloo requesting a presentation for display in Village Hall Action: Cllr Lockey to produce suitable comment sheets for residents</p>

	<p style="text-align: right;">Action: Cllr Bedford to visit Rayne playing field to view equipment</p> <p>d) Definitive map – Cllr Pritchard is still trying to make contact with an appropriate person at ECC to request a copy</p> <p>e) Notice boards – Cllr Lockey has identified a supplier of suitable locks and will fit these once received. Action: Clerk to order locks from Lock & Key UK at £34.55 Proposed: Chairman Seconded: Cllr Bedford All in favour Cllr Lockey abstained as he will fit locks</p> <p>f) Additional dog bin has been requested, but no further update. Action: Clerk to chase</p> <p>g) Invitation to Tender for grass/ground maintenance – the draft ITT presented by the Clerk was AGREED for issue to interested parties. Action: Clerk instructed to finalise and publish</p> <p>h) Trees for orchard – it was noted that some replacements are required. Action: Chairman to progress</p>
15/232	<p>Haven Gateway The Chairman reported on feedback received from this meeting, which focussed on developing businesses rather than residential in the area aligned to road improvements.</p>
15/233	<p>Roads</p> <p>a) A120 kerb drainage – the Highways Agency have said they will look at this again but cannot confirm whether any action will be taken at this time. Action: Clerk to chase</p> <p>b) Flooding to Church Road – Cllr Lockey reported on his meeting with Pat Bash (Church Warden - Stisted) when potential routes for the drainage of excess water was discussed. Three quotations for suitable pumps have been received but there will also be the cost of an energy source and piping. Cllr Lockey queried whether some assistance with this cost might be possible. Action: Chairman to arrange meeting with Patrick Wigg at Bradwell Quarry and to invite Cllr Lockey to attend and discuss</p> <p>c) Road and water outside Tippets Wade – The Clerk read Cllr Webb's report in her absence.</p> <p>d) Verge at junction of The Street and Chapel Rise – work completed. The meeting wished to record their thanks to Mr Pettit who provided power tools to assist the working party. It was noted that outgrowth and debris from the highway remains at this location. Action: Clerk to contact highways requesting clearance</p>
15/234	<p>Planning No applications to be discussed.</p>
15/235	<p>Clerk's Report</p> <p>a) Previously distributed. Contents AGREED. Proposed: Cllr Bedford Seconded: Cllr Pritchard All in favour</p> <p>b) Parish Calendar for 2016 – AGREED Proposed: Chairman Seconded: Cllr Lockey</p>

	All in favour Action: Clerk to publish and book Village Hall																					
15/236	<p>Correspondence received</p> <p>a) Bank statements – if no suitable response to latest letter, The Chairman will arrange a meeting of the signatories with Barclays Bank Action: Clerk to keep Chairman advised</p> <p>b) Mobile phone contract – after discussion it was AGREED that notice should be given to cancel the contract and direct debit. Mobile phone that receives signal at Clerk’s location to be obtained. Action: Clerk to advise O² and Barclays Bank Action: Clerk to obtain replacement</p>																					
15/237	<p>Invitations received</p> <p>a) LCPAS – Rights of Way & Byways’ Course – Cllrs Pritchard and Webb to attend.</p> <p>b) Local Highways’ Panel – Cllrs Lockey and Bedford to attend 18th January meeting and Cllr Dunn to attend 24th March meeting. Action: Clerk to confirm</p>																					
15/238	<p>Financial matters</p> <p>a. Received and noted.</p> <p>b. Cheques signed:</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Payee</th> <th style="text-align: right;">Cheque no.</th> <th style="text-align: right;">Total inc VAT</th> </tr> </thead> <tbody> <tr> <td>A & J Lighting</td> <td style="text-align: right;">100988</td> <td style="text-align: right;">129.60</td> </tr> <tr> <td>Mrs C A Marshall – office expenses</td> <td style="text-align: right;">100989</td> <td style="text-align: right;">56.08</td> </tr> <tr> <td>Mrs C A Marshall – 2 months’ salary</td> <td style="text-align: right;">100990</td> <td style="text-align: right;">383.18</td> </tr> <tr> <td>Bradwell Village Hall</td> <td style="text-align: right;">100991</td> <td style="text-align: right;">40.00</td> </tr> <tr> <td>MD Landscapes</td> <td style="text-align: right;">100992</td> <td style="text-align: right;">372.00</td> </tr> <tr> <td style="text-align: right;">Total:</td> <td style="text-align: right;">£</td> <td style="text-align: right;">980.86</td> </tr> </tbody> </table> <p>c. Budget 2016/2017 – draft received, awaiting further information to complete.</p>	Payee	Cheque no.	Total inc VAT	A & J Lighting	100988	129.60	Mrs C A Marshall – office expenses	100989	56.08	Mrs C A Marshall – 2 months’ salary	100990	383.18	Bradwell Village Hall	100991	40.00	MD Landscapes	100992	372.00	Total:	£	980.86
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15/239	<p>Next meeting Confirmed for Monday 14th December 2015 at 7.30pm in the Village Hall, Church Road, Bradwell.</p> <p style="text-align: right;">ACTION - Items for agenda to be sent to Parish Clerk by 12 noon, Monday 7th December</p> <p>This meeting will be chaired by the Vice-Chairman, Cllr Lockey in the absence of the Chairman, Cllr Dunn.</p>																					
	The meeting closed at 9.45 pm.																					