

A Meeting of the Parish Council was held on Thursday, 22nd. November, 2007 at 8pm in the Village Hall.

PRESENT

Cllr. Applegate in the Chair, Cllrs. Howe & Lees.

The Clerk, Jenny Ash and Pam Pearson representing Preschool and one member of the public were in attendance.

APOLOGIES FOR ABENCE

Apologies were received and accepted from Cllr. Kibble and Williamson. Cllr. Harris had sent a message that his arrival would be delayed.

DECLARATION OF INTEREST

There were no declarations.

MINUTES OF THE PREVIOUS MEETING

The Minutes were signed as a true record of the Meeting held on 25th. October, 2007.

MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 25TH. OCTOBER

CBC Parish Council's Forum 5th. December (Ca p.53)

The Clerk is to forward the text of the items requested for discussion to the Chairman.

Consultation: LINKs (p.56)

There were to be presentations on the consultation. The nearest would be at St. Cedd's Hall on 27th. November.

CORRESPONDENCE

a) Morelands Industrial Area

A request had been received from LJ Construction for a meeting so that proposals for the site could be explained to councillors. It was agreed to ask for the meeting for the half hour before the next PC Meeting.

b) Bus Services

It was noted that from 3 December Regal Busways would be operating a service between Southend and Writtle via Westcliff, Leigh, Hadleigh, Thundersley, Rayleigh (Downhall Road, Rawreth Lane, Bedloes Corner), Battlesbridge, Rettendon, East Hanningfield, Great Baddow and Chelmsford . The frequency would be 2 hourly. Service 1 would continue to operate through the village with an amended timetable. Timetables had been posted on the website and were being copied for inclusion in the newsletter. A customer notice from Regal was distributed to councillors.

FINANCE**a) National Salary Award 2007/8**

It was agreed to adopt the hourly rate for Spinal Column Point 34 as from 1st. April, 2007. An office allowance of £198.08 for the year was agreed.

b) Lexisnexis

It was noted that since ordering and paying in advance for a copy of Local Council Administration through EALC in May 2006 PC has been receiving regular invoices for the supply of the book, and a letter from a debt collection agency. The EALC office has been in contact with the publisher Lexisnexis on numerous occasions, but has been unable to stop the invoices.

c) Canon

It was noted that since Canon terminated the service agreement in May 2007 a further invoice has been received dated October 2007. Two emails have been sent to Canon to inform them of their mistake. Subsequently a credit note has been received showing they owe PC followed by a "reminder" repeating the previous invoice.

d) Preschool

Following a request from Preschool, it was agreed to continue to provide support by paying two thirds of the rent of the Village Hall for Preschool sessions. This would amount to £407.40 for this term and £419.62 for each of the Spring and Summer terms making a total of £1246.64. (HFC is going to increase rents by 3% from 1st. January).

Cllr. Harris arrived at this point and apologised for being late.

e) Budget and Precept 2008/9

The Budget was agreed for the following financial year and the Precept set at £29,220. The Chairman and Clerk signed the Precept form. The agreed budget is appended to these Minutes.

f) Payments

It was agreed that the following cheques should be signed:

To	Cheque	NET £	VAT £	TOTAL £	Explanation	Power
D. Wybrow (41)	101631			168.00	Groundwork October	OSA 1906 S9
Hanna's Field Charity (42)	101632	9.38 203.70		303.08	Rent Oct Meeting & Preschool 1st half winter term.	LGA 1972 S Sch1 S143 & LG(MP)A 1976 S19
MD Landscapes (Anglia) Ltd (43)	101633	61.60 88.40 34.00 30.00	37.45	251.45	Mowing Tye, Hanna's Field, Churchyard, Strim Tye	LG (MP) A 1976 S19, OSA 1906 S9(b)
Graphic Impressions (44)	101634			444.00	Print Winter News	LGA 1972 S142

K. Plumridge (45)	101635			54.75	EH News Cover Competition prizes,	LGA 1972 S111
MD Landscapes (Anglia) Ltd (46)	101636	225.00	39.38	264.38	Prune pyracantha	OSA 1906 S9(b)
K. Plumridge (P11)	101637			929.74	Nov. salary & 7 hours for News & backdated increase, Office allowance, Expenses, B/band to 12/11, Postage	LGA 1972 S112

PLANNING

a) Planning Applications

07/012128/FUL Royal Tiger, Southend Road (Marquee for 6 month period).

There was no objection to the proposal.

b) Appeal – High Water Farm

It was noted that the appeal against refusal of planning permission for 8 timber clad single storey buildings for the storage of American historical memorabilia has been dismissed. The remaining issue on the farm is the occupation of three caravans/mobile homes. The Borough Council is currently seeking to establish the use of these mobile homes and how long each of them has been on the site. The Borough Council is asking whether the Parish Council or any local residents are able to provide CBC with any further written or photographic information regarding the occupation of the caravans/mobile homes. Once this has been established then the CBC will consider if there are grounds to take enforcement action against any of the caravans/mobile homes.

c) Appeal – Homestead, Bennetts Avenue

It was noted that an appeal has been made to the Planning Inspectorate following the refusal of planning permission for the addition of a garden room and porch to the front entrance (Application No. 07/00470/FUL)

HIGHWAY SAFETY MATTERS

Cllr. Harris reported that in his capacity as Borough Councillor he had had a meeting with Norman Hume and presented the list of highways issues compiled by PC.

Cllr. Lees reported that there had been another Community Speed Watch session and that the same car had been reported to the police three times.

HFC/PC LIAISON

a) HFC Funding Priorities

A report of a recent meeting held by HFC to establish funding priorities was noted. Their highest priorities are to

- Replace the flooring in the sports hall because it is worn,
- Replace the ladder in the large hall store with a safer version,

Replace small hall fire doors which are damaged,
Add a bench to the play area as there is not enough seating for
parents/carers,
Install safety surface around slide,
Extend sports wall at sides,
Resurface sports courts.

b) Liaison Meeting

The report from the Meeting on 7th. November was noted. In particular it was noted that Jackie Feehan would Chair the Fete Committee.

A request had emanated from the Liaison Meeting that HFC would like to be able to open up the field as a car park extension as and when the need arises, without the need to make a formal request to PC.

It was agreed that the Clerk should be delegated to deal with such requests which must be received in writing, but may be in the form of an email.

COMMUNITY-LED PLANNING

The Clerk reported that the field officer had offered five dates in December for the initial meeting, but for three of those the meeting room was unavailable. She had contacted interested parties with the remaining two dates, but availability was not good for either.

It was agreed that the Clerk should ask for dates in January when the meeting room and volunteers might not be so busy.

THREE HORSESHOES PUBLIC HOUSE

The new manager had expressed a wish to temporarily close the northern entrance to the car park to improve capacity. The Clerk had investigated what had happened on the previous occasion when that entrance had been blocked. PC had not raised a formal objection because the bollards had not been installed on the registered village green. Clerk had been informed by a resident that the bollards had been removed by the next manager at the pub because they had not improved use of the car park.

It was agreed that PC has no objection to a temporary, trial closure of the northern entrance using portable bollards.

MATTERS FOR REPORT

a) Bus Stops

The Clerk was asked to find out when the bus stops in the village would have their kerbs raised.

b) Transport Conference, Colchester 26th. November

Cllr. Lees offered to attend with Cllr. Harris.

c) Music Night following the Fete

Cllr. Lees reported that he had sent a note to Rod giving the date of the music night as 13th. September.

d) Fete Meeting 19th. November

Cllr. Howe reported that he had been unable to attend. Clerk reported that attendance had been expected to be high because it was held in the meeting room rather than in Colin Warren's conservatory.

e) Essex Legacy 2012

Cllr. Lees reported his attendance at this conference on 14th. November. He passed the papers to Clerk for circulation.

f) German Visitors

The Chairman had hosted a visit by German visitors on 15th. November. They visited the affordable housing, the post office and Village Hall facilities.

g) Damaged Tree

The tree behind the village gate at the Common had been knocked over by a vehicle. D. Wybrow had reset it.

There being no further business the Meeting closed at 10.36.

EAST HANNINGFIELD PARISH COUNCIL BUDGET 2008-2009

NOTES

1. Sums in italics go to reserves
2. Inflation calculated at 3.9% which was the RPI for September 2007.
3. Rent included the Annual Parish Meeting.
4. The election in May 2007 was uncontested, so the fee was lower than anticipated.
5. This includes all three days of Cllr. training, for 3 cllrs. although only one day attended so far.
6. Chairman's Allowance was created this year and therefore did not appear in the previous budget.
7. Expenditure on the newsletter depends on the number of pages, which depends on the number of articles submitted, so is difficult to forecast.
8. Although the mowing season has ended, the grass is still growing and it might be necessary to have another cut so this is included.
9. Litter Clearance on playing field has been less than expected due to having no groundsman for part of the year.
10. ACDPC will not be asking for subscriptions on 2007/8 as has built up reserves.
11. A three year subscription was paid in June 2005.
12. Play area fence was funded with £5219 of S106 monies, £405 of refunded tax and £1302 of funds budgeted for Village Hall projects. HFC has several projects in hand such as a new sports floor, sports court surface etc. and asks PC to budget but to allocate later.
13. This is an increase of 3.55% on last year's figure.

EAST HANNINGFIELD PARISH COUNCIL MINUTES 22ND. NOVEMBER, 2007

	Reserve 1/4/07	Projected Reserve 31/3/08	Budgeted Expend. 07/08	Projected Expend. 07/08	Projected Income 07/08	Residue 07/08	Budgeted Expend. 08/09	Precept 08/09	Precept 07/08
ADMINISTRATION									
Clerk's Emoluments			10,101.91	10,082.39		19.52	10,475.60	10,456.08	10,097.39
Employer's NIC			624.00	622.38		1.62	646.29	644.67	623.85
Clerk's Expenses			310.06	310.00		0.06	322.09	322.03	310.06
Office Expenses			1,003.50	860.00		143.50	1,042.64	899.14	1,003.50
Meeting Room Rent (3)			217.77	180.58		37.19	187.62	150.43	334.77
Insurance			661.52	654.78		6.74	680.31	673.57	699.33
Independent Internal Audit			117.18	125.00		-7.82	130.00	137.82	117.18
Audit Fee			259.25	285.00		-25.75	296.00	321.75	251.75
Election (4)	1000	1139	200.00	61.00			200.00	200.00	200.00
Training (5)			549.61	672.00		-122.39	698.00	820.39	319.61
Councillors' Allowances	350	350							0.00
Chairman's Allowance (6)			52.54	52.54			55.00	55.00	102.54
NEWSLETTER									
Printing (7)			1,700.00	1,421.00	43.00	322.00	1,766.00	1,444.00	2,097.00
Editor's Expenses			90.00	90.00		0.00	93.50	93.50	75.00
VILLAGE MAINTENANCE									
Village Maintenance and Equipment			350.00	350.00		0.00	365.00	365.00	800.00
Petrol/Machinery/Maintenance	541	541							0.00
P.C.C. Churchyard Maintenance			534.05	534.05			554.88	554.88	534.05
Tree Planting	308	308							0.00
MOWING									
Gang Mowing (8)			1,493.28	1,230.55		262.73	1,551.52	1,288.79	1,121.18
GROUNDWORK									
Litter Clearance VH & Playing Field(9)			267.00	225.00		42.00	277.41	235.41	184.50
Strimming			248.88	300.00		-51.12	311.70	362.82	272.88
Groundsman			850.00	752.00		98.00	883.15	785.15	480.00
SUBSCRIPTIONS									
S.L.C.C.			88.00	88.00			91.43	91.43	129.00
E.A.L.C./N.A.L.C.			262.68	256.82		5.86	266.84	260.98	249.26
A.C.D.P.C.(10)			25.00			25.00	24.00	-1.00	27.00
R.C.C.E./Essex Oyster			52.00	55.00		-3.00	57.00	60.00	50.00
Local Council Review (11)							39.00	39.00	0.00
CCVS			11.00	12.00		-1.00	12.00	13.00	13.50
PUBLIC WORKS LOANS									
Hall Project Loan			4,650.56	4,752.90		-102.34	4,752.90	4,855.24	4,754.63

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CAPITAL EXPENDITURE									
Play Area Upgrade (12)				5,624.00					0.00
Footpath Maps									0.00
Computer		200	200.00				200.00	200.00	200.00
Photocopier		200	200.00						200.00
Village Hall Car Park	200	400	200.00				200.00	200.00	200.00
Project/Closed Circuit TV	1000	1000							0.00
SECTION 137									
Poppy Wreath			85.50	85.50			88.85	88.85	85.50
Donations									0.00
YOUNG PEOPLE									
Rainbow Club									0.00
Preschool			1,450.00	1,234.42		215.58	1,271.45	1,055.87	1,069.01
Playschemes & Sports			348.66	346.00		2.66	360.00	357.34	354.88
VILLAGE HALL PROJECTS									
Village Hall Projects (11)			2,000.00	2,000.00			3,000.00	3,000.00	2,000.00
Sports Facilities Regeneration		4000					284.21	284.21	
OTHER									
Community-led planning							1,000.00	1,000.00	0.00
VAT Refund					1,599.28			-1,599.28	-402.37
Interest					496.07			-496.07	-335.00
Total (13)		8138	29,203.95					29,220.00	28,220.00