

# Minutes of the Parish Council Meeting held at the Pavilion on 11<sup>th</sup> November 2021 at 8pm

## Present:

Councillor I Armstrong (Chairman), Councillor R Collins, Councillor K Hornett, Councillor C Knapman, Councillor L Kane, Clerk, 2 members of the public.

## 21/50 Apologies for Absence

None received.

## 21/51 Minutes of the Parish Council Meeting

The minutes of the meeting held on 9<sup>th</sup> September 2021 were agreed as a correct record and signed by the Chairman.

## 21/52 Declarations of Interest

Councillor Armstrong in item 21/58.

## 21/53 Maldon District Councillor Update

District Councillor Siddall sent his apologies.

## 21/54 Public Participation Session

The following matters were raised:

- The legality of concrete blocks on verges.

## 21/55 Planning

No planning applications were considered.

## 21/56 Finance

**56.1** The completion of the external audit (limited assurance review) with no matters raised was noted.

**56.2 It was resolved that** the Parish Council to pre-approve the purchase of the following items relating to the playground project:

**(a)** kitepackaging.co.uk - £56.22; 600 bin bags.

**(b)** Screwfix - £59.98; stainless steel bird spikes.

**(c)** JPS Online Ltd – less than £150; new donation plaque.

**56.3 It was resolved that** the Parish Council to temporarily alter Financial Regulation 4.1 in order to allow for playground project related expenses to be approved by email (with a majority of councillors in favour) for expenditure less than or equal to £400. It was noted that playground project expenditure comes from funds raised for this purpose, and not from the precept.

## 21/57 Environment

**It was resolved that** the Parish Council to approve the additional cost of £510 + VAT for the use of a robo-flail to complete hedge works at the recreation ground, by the previously appointed contractor (Walton's Tree Services).

## 21/58 Accounts for Payment

**It was resolved that** the accounts for payment between 10<sup>th</sup> September and 11<sup>th</sup> November 2021 be approved as follows:

Staff costs	£423.80
HMRC	£105.80
Office expenses	£70.85
PKF Littlejohn	£240.00*
Maldon District Council	£684.43
Enovert	£2,200.00*
J Parker's Wholesale	£1,058.40
Hatfield Peverel Parish Council	£20.80
Riverside Building Supplies	£620.00*
Play Inspections	£840.00*
James A Goody	£620.00*
Councillor Knapman (expenses)	£1,305.12*
KBS Depot	£556.80*
Royal British Legion	£25.00

\* Indicates playground project funds

## 21/59 Meeting Dates

The next meetings of the Council will be held at the Pavilion at 8pm on the following dates:

- Thursday 13<sup>th</sup> January 2022.
- Thursday 10<sup>th</sup> March 2022.

## 21/60 General Announcements

The following matters were raised:

- Thanks to Councillors and residents who helped plant 8,000 bulbs for the Braxted in Bloom project.
- Playground works start on 18<sup>th</sup> November. RAMS document is available on request from Councillor Knapman.
- Annual rough sleeper estimate. Count to take place on the evening of 11<sup>th</sup> November.

Meeting closed at 9.05pm