**Minutes of the Parish Council Meeting held at the Pavilion**

**on 11th 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 9th 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 10th September and 11th 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 13th January 2022.
* Thursday 10th 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 18th November. RAMS document is available on request from Councillor Knapman.
* Annual rough sleeper estimate. Count to take place on the evening of 11th November.

## **Meeting closed at 9.05pm**