

The Hennys', Middleton and Twinstead Parish Council

MINUTES of the ORDINARY MEETING held on 9th MAY 2016 at HENNY PARISH ROOM

Present: Parish Cllrs D Holland (Chairman), R Manby, J Symonds, M Cracknell, T Humphreys,
A Scattergood (8:10)
Community Agent Jayne Laken

100. 2015/16 Apologies for absence

County Cllr David Finch
District Cllr Wendy Scattergood (BDC meeting)
Apologies were received and accepted for Cllr R Barnes
It was resolved to accept Cllr Smart's continued absence due to work commitments.

101. 2015/16 Public Speaking

There were no members of public present.

102. 2015/16 Declarations of interest

Cllr Humphreys declared a non pecuniary interest under agenda Item 8, Planning, the application for 'Tokley', Gt Hickbush, being a close neighbour; also a non pecuniary interest in the Henny Parish Room application, his wife being a Trustee of Henny Parish Room.

Cllr Cracknell declared a non pecuniary interest under agenda Item 8, Planning, Henny Parish Room, his sister being a Trustee.

Cllr Scattergood declared a non pecuniary interest under agenda Item 8, Planning, his wife being chairman of BDC planning committee.

Cllr Scattergood had advised of his intention to update his Register of Interests due to a change of details relating to his new business.

103. 2015/16 Approval of minutes

The minutes of the March PC meeting were unanimously approved and signed by the Chairman.

104. 2015/16 District/County Councillors' & Community Agent reports

Community Agent's Report

Jayne Laken gave an update of the work of the Community Agents who are working to support older and more vulnerable residents in Essex.

Jayne was thanked for attending and left the meeting.

105. 2015/16 Clerks Report – Appendix A

Environmental issues - Cllr Cracknell had spoken to the landlord and tenant of the property in Henny Street and suggested that more time is allowed for the site to be tidied.

Street Cleaning contract – monies had been received for the current year but are likely to be discontinued in the future.

Archiving – Cllrs discussed the best way to archive documents, many of which are available on line. Cllr Holland proposed that the PC securely dispose of all documents once they are 10 years old. This was unanimously agreed. Cllr Humphreys will contact the Henny History Group to see whether they would be interested in any of the old paperwork before disposal.

Transparency Code – funding had been received and a new laptop purchased.

106. 2015/16 Highways/Prow Maintenance – Appendix B

Middleton Drain

Cllr Manby reported that the drains are clear at the moment but asked that the Clerk follow up with Highways for the promised drain covers to be put in place.

107. 2015/16 Planning – Appendix C

16/00621/FUL - Acorn Cottage, Pitfield Green, Lt Henny

The PC was in unanimous agreement to support this application

16/00662/FUL - Henny Parish Room Clay Hill Great Henny

The PC was in unanimous agreement to support this application

16/00704/ELD - The Coach House, Church Road, Twinstead

The PC was in unanimous agreement to support this application

Two new applications had been received since sending out the agenda:

16/00659/FUL – Tokley, Great Hickbush, Gt Henny

Erection of shed in garden of a Grade II listed building

The PC was in unanimous agreement to support this application

16/00287/LBC – Old Applecroft Farm, Gt Henny

Replacement of and repairs to windows

The PC was in unanimous agreement to support this application.

Cllr Scattergood joined the meeting.

108. 2015/16 Parish Council Insurance 2016/17

Cllr Scattergood advised that we were in year 3 of our agreement and that the only increase was the insurance premium tax. He proposed that the PC accept this; unanimously agreed.

109. 2015/16 Register of Interests

Cllr Scattergood will update his register.

110. 2015/16 Correspondence Received/Matters for report

Cllr Cracknell raised the problem of speeding traffic in Henny Street, from Henny bridge through the narrow area towards The Swan Public House. Cllr Holland proposed applying to the Local Highways Panel to replace the current signage with “Road Narrows” signs; this was unanimously agreed.

111. 2015/16 Parish Council Finance - Appendix D

Receipts & Payments

All payments listed were authorised to be paid, proposed by Cllr Holland and unanimously agreed.

Cllr Scattergood queried the Precept income figure with regard to more houses having been built which should affect the amount payable. The Clerk was asked to research previous figures as a comparison.

Halifax shares

Cllrs discussed the merits of selling or keeping the Halifax shares. The Clerk was asked to look into whether there was a direct shareholders contact line should the PC wanted to sell and report back at the next meeting.

112. 2015/16 Annual Audit Y/E 2015/16

- a) Cllrs considered the Annual Governance Statement.
- b) It was resolved to approve the Annual Governance Statement, Section 1 of the Annual Return.
- c) Cllrs considered the Accounting Statements, Section 2 of the Annual Return.
- d) It was resolved to approve the Accounting Statements.
- e) Cllrs considered the Internal audit report and gave a vote of thanks to Gillian Gilbert for her work and approval for the Chairman's allowance to purchase a gift of thanks.
- f) Cllrs approved the Annual receipts & payments sheet, Supporting Statement and Fixed Asset list.

The Ordinary meeting of the Parish Council closed at 8:40pm and was immediately followed by the Annual Parish Council meeting.