



**MINUTES OF NOAK BRIDGE PARISH COUNCIL MEETING
HELD REMOTELY BY ZOOM DIGITAL PLATFORM
ON TUESDAY 17th NOVEMBER 2020 at 7.30pm**

CHAIRMAN: Cllr Terri Sargent

CLLR'S PRESENT: Cllr Jane Bunting; Cllr Mark Cottrell; Cllr Jacqui Dowton; Cllr James Guthrie

ALSO PRESENT: Borough Cllr Stuart Allen, Essex County Cllr's Tony Ball and Malcolm Buckley
Project manager Paul Downes

269/2020 APOLOGIES FOR ABSENCE:

All present

270/2020 DECLARATIONS OF INTEREST:

To receive any declarations of disclosable pecuniary interests, other pecuniary interests or non-pecuniary interests by Members relating to any agenda items

None Received

271/2020 MINUTES OF PREVIOUS MEETINGS:

To receive and agree the minutes of Noak Bridge Parish Council held on Tuesday 20th October 2020, proposed by Cllr Cottrell, seconded by Cllr Bunting that the minutes are a true and accurate record of the meeting - **Agreed**

272/2020 NEIGHBOURHOOD PLAN UPDATE:

The chairman reported on the latest Government Covid pandemic measures that implemented a lockdown from 3rd November until 2nd December 2020. This meant the Neighbourhood Plan resident 'Drop In Session' consultation arranged for Saturday 21st November would have to be cancelled. A notice would be put on the website and future Neighbourhood Plan proposals would be discussed in the new year

273/2020 EXTERNAL AUDIT FOR 2020 - 2021

The Council confirmed receipt of the External Auditor Report and Certificate for 2019 - 2020 and the Invoice for their fee of £240.00. Cllr Sargent proposed payment of the fee and to publish section 3 of the AGAR, seconded Cllr Bunting - **Agreed**

274/2020

COMMUNITY PROJECTS:

Bridgecote Lane Sign

Paul Downes provided three quotations to the Council to install the Bridgecote Lane sign when renovated. He recommended Peter Thomas contractor to carry out the works, his quote was the cheapest and his work on previous Parish Council projects were first class. Cllr Bunting proposed Peter Thomas to install the sign, seconded by Cllr Cottrell - **Agreed**

Paul Downes suggested to the Council, the resident who had looked after the original sign boards be given a small replica version of the sign as a goodwill gesture. Proposed by Cllr Guthrie that Paul has a small sign made up to the value of £50.00, seconded by Cllr Dowton - **Agreed**

Cllr Sargent reported she had asked a local sign writer to look at the sign and give an opinion on the works needed and provide a quotation. Cllr Guthrie volunteered to obtain other quotations if possible

Durban Lane Pond

Cllr Dowton gave a brief feedback on the phase one works to the Durban Lane Pond. Another meeting was taking place with herself the contractor and Rob Baker where they would agree the second phase of the works

Durban Lane Steps

Cllr Guthrie reported that the Durban Lane step reconstruction was finished. It had been necessary to replace the posts and poles and the contingency set aside for such works was used. Cllr's had visited the site and were extremely pleased with the outcome. The chairman issued a press release which was published in the local Echo newspaper. The Council are pleased to report residents had expressed positive views on how good the pond and the steps were looking. The invoice has been sent to ECC to claim the funding

Bench Durban Lane Bench

Cllr Dowton had asked the Council to consider investing in a bench by the Durban Lane Pond. Paul Downes had been asked to research benches online and report back to the meeting. He had sent Cllrs screen shots of three bench manufacturers all were wooden and good quality. He recommended a bench that had a 10 year guarantee.

Cllr Dowton informed the meeting that once the works to the pond were nearly complete then would be a good time for the Council to agree a suitable location

Leaf Sweeping

The chairman asked the Council to consider carrying out a leaf sweeping project. Previous projects had proved very successful and mitigated many accidents caused by wet slippery leaves. She had approached Basildon Council for a cost and Cllr Bunting offered to obtain other quotations. It was noted that due to the nature of the project and wet weather conditions the leaf sweeping would need to be carried out over the coming weeks as a preventative measure

Equipment Village Green Park

The chairman reported that insurance money was earmarked for an item of equipment for the park on the village green and would contact Basildon Council to look for a suitable item

VAS Bridge Street

Cllr Guthrie agreed to investigate a solution to reduce the speeding along Bridge Street taking into consideration the VAS that was not working properly. He would produce a short report to the Council who would send it to Cllr's Ball and Buckley for the Local Highways Panel to consider in January 2021

275/2020 REVIEW OF STANDING ORDERS:

Members reviewed the Council's Standing Orders for adoption.

Cllr Sargent proposed, the Local Government Act 1972, Six Month Rule be inserted into section 5f, Ordinary Council Meetings on page 11:

That in accordance with the Local Government Act 1972 any Council member failing to attend one meeting of the Council within a 6 month period shall be disqualified unless the Council makes an exception due to extenuating circumstances.

Proposed by Cllr Sargent, seconded by Cllr Cottrell - **Agreed**

276/2020 BANK ACCOUNT SIGNATORIES:

The Council considered appointing Cllr Mark Cottrell as a bank signatory to the Santander bank accounts and the removal of former Cllr, Vicki Jarvis. The bank forms had been completed and would be sent with the necessary information to the bank.

Proposed Cllr Guthrie, seconded, Cllr Dowton - **Agreed**

277/2020 FINANCE:

1. Monthly Bank Reconciliation
2. Monthly Budget Sheet
3. October payments
4. New BT contract for 2021-2022 negotiated by the chairman at reduced cost
5. November payments

Cllr Bunting proposed agreement of the new BT contract and the November payments, seconded by Cllr Cottrell - **Agreed**

November Payments	Cost
H&B Groundworks Contractors Ltd	£2,892.73 cheque no 948
British Telecommunications	£227.28 cheque no 949
External Auditor Fee PKF Littlejohn	£240.00 cheque no 950
Small Resident Replica Sign	£57.98 debit card payment

278/2020 PLANNING APPLICATIONS:

20/01337/FULL Location: 72 Durban Lane, Noak Bridge

Replace existing timber framed windows and doors with UPVC

*The Parish Council have no objection as long as the replacements are like for like

20/00009/S211 Location: 30 Durban Lane, Noak Bridge

Conifer trees at front of property - cutback to the boundary line as overgrowing the footpath and blocking a lamp and street sign *Works already completed

20/01389/FULL Location: Braeside, Wash Road, Laindon

Loft conversion with front dormer windows including roof alteration and addition of front bay windows

*No Objection to the application, as long as it is within the allocated footprint, in keeping with the street scene and looks to improve the area

279/2020 PUBLIC QUESTIONS:

1) I was pleased today to see that the Durban Lane Pond has been cleared and but concerned that the nearby ditch that the water flows into has a high level of water (nearly up to the top of the outlet - see photo) even though there has not been much rain in the last few days. Is there still work to do, and is there any blockage in the pipe once it has gone underground?

The issues have been raised and will be dealt with in phase 2 of the project

280/2020 BOROUGH/COUNTY COUNCILLORS' REPORT:

Cllr Allen reported on the Basildon Council administration continuing to pursue the town centre development for high rise flat blocks, 20 or more stories high

Cllr Buckley spoke of a report on the changes to the Council waste service that is going to Basildon Council Neighbourhood committee next week. The proposals were to segregate food and green waste and to provide food caddies. The collection of green waste would reduce to 20 collections per year, no collection in December, January and February with possible charges introduced. The report was available on Basildon Council website

Cllr Ball reported on Economic Development and the impact Covid was having on the local economy with businesses closing. Government money was forthcoming for those that hadn't received previous financial support with solutions to pool resources and focus on jobs and apprenticeships. Access to the job market for unemployed with training and to engage with businesses over Essex. Retail sector confidence needed to encourage people to shop locally.

281/2020 TO NOTE CORRESPONDENCE RECEIVED:

Correspondence was noted

282/2020 DATE OF NEXT MEETING: JANUARY 2021

There being no further business the Chairman closed the meeting at 9.50pm

Signed

Chairman.....

Date.....