



**MINUTES OF NOAK BRIDGE ANNUAL PARISH COUNCIL MEETING  
HELD AT NOAK BRIDGE VILLAGE HALL, COPPICE LANE, BASILDON, ESSEX, SS15 4JS  
ON TUESDAY 16<sup>th</sup> May 2017 @ 7.30PM**

**CHAIRMAN:** Cllr. Terri Sargent

**PRESENT:** Cllr. Jane Bunting, Cllr. Vicki Jarvis, Cllr Mark Cottrell

**ALSO PRESENT:** Cllr. Malcolm Buckley, Cllr. Tony Ball and 6 Members of the Public.

**17/205 ELECTION OF CHAIRMAN:**

Cllr. Bunting proposed Cllr. Terri Sargent as Chairman, seconded Cllr. Jarvis. As the Councils wish, the Chairman of the Council signed the Declaration of Acceptance of Office, and Cllr. Bunting be permitted to sign as witness in the absence of a Clerk - **Agreed.**

**17/206 APOLOGIES FOR ABSENCE:**

Cllr Stuart Allen

**17/207 DECLARATIONS OF INTEREST:**

None Declared.

**17/208 APPOINT VICE CHAIRMAN**

It was agreed Cllr. Jane Bunting be appointed as Vice Chairman, proposed Cllr. Sargent seconded Cllr Jarvis - **Agreed**

**17/209 MINUTES OF THE PREVIOUS MEETING:**

The minutes of the Parish Council Tuesday 18<sup>th</sup> April 2017 were received and approved, proposed Cllr. Bunting, seconded Cllr Jarvis. The chairman clarified that 2017 minutes and agenda numbers to date had been prefaced with 16 by mistake and had now been changed to 17 - **Agreed**

**17/210 TUDOR STYLE BUS SHELTER - RECLAIM GRANT:**

The Chairman reported the previous Parish Council had not reclaimed the CIF grant from Essex County Council for the improvement works carried out on Tudor Style Bus Shelter in Bridge Street. The Parish Council has since made a claim to ECC and the sum of £3,500.00 has been awarded. Cllr Malcolm Buckley was asked to pass thanks from the Parish Council to ECC.

**17/220**

**B/F - BOROUGH / COUNTY COUNCILLORS' REPORT:**

The Chairman agreed for item 17/220 to be brought forward as Cllr's. Ball and Buckley had another meeting to attend.

Cllr. Buckley reported the he and Cllr. Ball had been elected to serve the Wickford/Crouch Division in the May 2017 Local ECC elections.

Cllr. Buckley reported, the roundabout on Coppice Lane by the shops was to be reviewed by the Basildon Highways Panel with the possibility of a viability study. Consultation could take place at the end of the financial year. This was the result of residents reporting dangerous driving around the roundabout and parking on school zig zag lines during restricted hours.

The new Highways cabinet member at ECC is now Cllr. Ian Grundy.

Cllr. Buckley informed the meeting that the ECC Community Investment Fund was now open for community projects.

Cllr. Ball reported he was the deputy Cabinet member for Education and offered help to the Parish Council on future schools projects. Resident complained of tree height in the Noak Bridge School grounds and asked Cllr. Ball to investigate.

A resident showed the Parish Council a letter in a local newspaper complaining about the proposed no right turn at the Wash Road / Dunton Road junction. Residents and Cllr's were in agreement with the letter that a roundabout at the junction was the best solution. Cllr. Buckley to raise with Highways, the Chairman to write to Cllr. Grundy.

**17/211**

**COMMUNITY PROJECT - PETANQUE:**

Cllr. Bunting informed the meeting the Petanque Court would be installed in the garden of the Village Hall as this was considered the most suitable site. The working party had met and agreed the layout of the court with provision for benches, new gates and fencing. Three contractors have been asked to provide quotations ready for the next meeting to allow installation for the summer. The Budget provision was £10,000.00. Proposed Cllr. Jarvis, seconded Cllr, Cottrell - **Agreed**

**17/212**

**BANK DETAILS / FINANCE:**

The Parish Council considered the following:

(i) The April 2017 bank statements to 2<sup>nd</sup> May 2017.

Business Savings Account: £613.28 including £1.41 interest.

Business Account: £84,988.43 this included the April Precept,

Reclaim CIF Grant, and the VAT Reclaim year for 2014/2015 of £818.81

Deduction of £558.26 noted

Payments of the following items were considered:

(ii) Came and Company Annual Insurance Renewal with Inspire - £856.11

(iii) Budget for Petanque Court Community Project - £10,000.00

Proposed by Cllr. Bunting and seconded by Cllr. Jarvis to agree the above -

**Agreed**

**17/213**

**REVIEW FINANCIAL REGULATIONS:**

The Parish Council reviewed the Financial Regulations and made no changes as they met the current requirements of the Parish Council. Proposed Cllr. Cottrell, seconded Cllr. Jarvis – **Agreed**

**17/214**

**INTERNAL AUDIT – ANNUAL RETURN:**

The Chairman reported a date was set for the Internal Audit. In the absence of a clerk the Parish Council have been preparing the accounts and documents in readiness.

The outcome of the Internal Audit and Annual Return will be brought back to the next meeting for consideration and agreement.

**17/215**

**FINGERPOST SIGNS:**

The Chairman reported the new Fingerpost Signs and Roundels are on order.

**17/216**

**PARISH COUNCILLOR ROLES AND RESPONSIBILITIES:**

The Parish Council considered their roles and responsibilities for the forthcoming year  
Cllr. Sargent, Audit, Finance, Communications.

Cllr. Bunting, Data Protection, FOI, CCTV, Events, Finance.

Cllr. Jarvis, Health & Safety, Risk Assessment, Projects.

Cllr. Cottrell, Planning, ABLC.

Proposed Cllr. Jarvis, seconded Cllr. Cottrell – **Agreed**

**17/217**

**PLANNING APPLICATIONS:**

**Application: 17/00475/FULL.** Two storey side extension with pitched roof to match existing and rear dormer and demolish existing garage and create a single storey side extension with a flat roof and lantern over. **Location:** 11 Saling Green, Noak Bridge. The proposed changes did not appear sufficient from the previous refused application to warrant support from the Parish Council.

**Application: 17/00580/FULL.** Proposed single storey rear extension. **Location:** Noak Bridge Christian Centre, Wash Road, Noak Bridge. No objections.

**17/218**

**SUMMER EVENT SATURDAY 1<sup>ST</sup> JULY – WASH ROAD PLAYING FIELD:**

Cllr Bunting reported the event will be advertised in the forthcoming newsletter.

Young racing driver Emily Linscott will be attending with her racing car. The online Pretty Pet Competition, to be judged on the day, Peppa Pig will be in attendance. Active Essex will be providing exercise and games taster sessions for all ages. The Local Pharmacy will run an information event. Anyone wishing to participate please contact Cllr. Jane Bunting [janebunting@blueyonder.co.uk](mailto:janebunting@blueyonder.co.uk)

**17/219**

**PUBLIC PARTICIPATION:**

Residents reported speeding in Bridge Street, results of a survey in 2015 were discussed  
Abandoned vehicle reported in Lower Street, being dealt with by Basildon Council

**17/221**

**TO NOTE CORRESPONDENCE:**

The correspondence was duly noted with the exception of receipt of the quarterly BT bill of £216.72 to be paid by 27<sup>th</sup> May 2017. Proposed Cllr. Bunting, seconded Cllr. Jarvis - **Agreed**

**17/222**

**DATE OF NEXT MEETING:**

The date of the next meeting, June **20<sup>th</sup> 2017 @ 7.30pm.**

**The meeting ended at 8.55pm**

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Signed by the Chairman

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Dated