



FOR THE COMMON GOOD OF THE COMMUNITY

Minutes of the of the Noak Bridge Parish Council meeting, held in Function Room 1, Barleylands Farm on Wednesday 23rd March 2016 at 7:30pm

16/019 Apologies for absence

Apologies received from Councillor Sharrard due to prior commitments

16/020 Declarations of Interest

Declaration of interest received from Councillor Rajack regarding agenda item 16/025 Planning 16/00280/FULL as he is a school governor.

16/021 Minutes.

Minutes of the 17th February 2016 approved and signed as a true record of the meeting.

16/022 Local Council Elections

Diana Chatfield Electoral Services Officer did not attend the meeting; clerk will contact Diana for information regarding forthcoming elections.

16/023 Public Participation for the length of time determined by the Chair

Local Plan: Residents concerns rose regarding the Basildon Council Local Plan and the proposal of 1 traveller pitch located outside of the Parish Border. Lengthy discussion regarding Local Plan proposal.

16/024 Local Plan

Additional comments agreed for the objection to the Basildon Council Local Plan, objection to the 1 traveller pitch as the traveller community appear to live in

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communities and this would be a one pitch, the Parish Council do not feel that this would meet the traveller community needs.

Infrastructure: If the objections of the Parish Council are not successful and the development goes ahead the Parish Council would suggest that the entrance from Hardings Elm Lane to Wash Road is blocked off so that traffic which enters Hardings Elm Lane would have to go southend bound on the A127, if they wanted to access London bound on the A127 they would have to continue on Southend Road and come down Noak Hill Road to avoid the Wash Road section of the road. As a result of this the traffic would be reduced considerably on this road and then there would be sufficient capacity for the proposed new properties.

16/025 Planning

Planning applications for consideration, comments to be submitted to Basildon Council. Applications can be viewed at www.basildon.gov.uk/eplanning - ***no objections***

Reference 16/00280/FULL
Address Noak Bridge Primary School Coppice Lane Basildon Essex
SS15 4JS
Proposal Proposed single storey extension

16/026 Bench at Bridgecote Lane Sheltered Accommodation

Proposal : Parish Council to Fund a bench at the Bridgecote Lane Sheltered Accommodation to commemorate Ernie Dunn who 92 received the Legion d'honneur, France's highest accolade for his bravery and gallantry shown during an attack on his tank in Saint-Clair-sur-Epte in August 1944, while his squadron was protecting a nearby village named Authevernes. £500 in budget remaining for community small grant funds, this amount to be used to fund the bench.

Vote: All in favour

16/027 Pond works in Handleys Chase

Councillor Steggles reported on works carried out at the Handleys Chase pond by the flats management agency, thanks expressed to Essex Fire Brigade and Water Board who did not charge for their services. Essex Fire Brigade could not



receive a donation but asked that any donation were forwarded to Chelmsford Children's burn unit, Councillor Steggles is collecting voluntary donations.

16/028 Bollards for South Wash Road Playing Field

No correspondence received from Gary Edwards.

16/029 Finance

Invoice from Jack Marshall paid by Noak Bridge Parish Council for the renovation works carried out on the Noak Bridge Bus Shelter forwarded to Essex County Council for reimbursement. Ref CIF- 145/2014/15 Noak Bridge Parish Council – Bus Shelter = £3569.00

Payments

Payee	Description	Amount
Barleylands	March Meeting	£ 100.00
Vine HR Limited	Professional Services	£ 624.00
That Essex Printer	Printing of newsletter and distribution	Approx £120.00

16/030 Changes in Local Council Audit for small authorities

Following the ceasing of the Audit Commission a new Smaller Authorities' Audit Appointments Ltd - has been created to take over the appointment of external auditors and the setting of audit fees for smaller authorities from 2017.

Proposal : Council to remain within the new appointed scheme this will ensure transparency and there can be no queries over the auditors which are selected as the Parish Council will not be involved in the selection process.

Vote: All in favour

16/031 Noak Bridge Parish Council Standing Orders (appendix 3)

Proposal: To adopt the Noak Bridge Parish Council Standing Orders

Vote: All in favour

16/032 Recording of Stock and Assets

Proposal : Councillors agree that there is no requirement to record stock of stationery, the work involved in doing so would not



be beneficial to the council.

Vote: All in favour

Proposal : Parish Council formally agree that any purchase under the value of £100 will not be recorded as assets.

Vote: All in favour

16/033 Noak Bridge Parish Council Financial Regulations (appendix 4)

Proposal: Councillors reviewed and agreed the updated Financial Regulations

Vote: All in favour

16/034 Risk Assessment (appendix 5)

Proposal : Councillors reviewed and agreed the Risk Assessment

Vote : All in favour

16/035 Scope of Internal Audit / Audit Plan and method of internal control

Councillors agree the scope of internal method of control and the scope of internal audit. Councillors approved to sign cheques, authorise invoices and sign bank reconciliations will be approved at the May meeting after the Local Council elections.

Vote: All in favour.

Pursuant to section 1 of the Public Bodies (Admission to Meetings) Act 1960 the meeting is not open to the public and press for this item of business and they will be instructed to withdraw.

16/036 Council to review and agree comments in response to communications received from SBA Little John (appendix 6)

16/037 Pension

Proposal: Parish Council to enrol Karen Hawkes onto the Essex Pension Fund. Councillors have been circulated documentation detailing the financial implication to the Parish Council. Inline with the eligibility issued by Essex County Council a notice has been displayed on the Parish Council noticeboard required for 30 days to notify residents of this agenda item.



Proposer: Councillor Rajack
Vote: All in favour

16/038 Meeting Calendar
Future meeting dates 7:30pm
Wednesday 20th April 2016

16/039 Close of meeting
Meeting closed 9:56pm

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