



**MINUTES OF NOAK BRIDGE PARISH COUNCIL MEETING
HELD AT NOAK BRIDGE VILLAGE HALL, COPPICE LANE, BASILDON, ESSEX, SS15 4JS
ON TUESDAY 28th MARCH 2017 @ 7.30PM**

CHAIRMAN: Cllr. Terri Sargent

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

ALSO PRESENT: Cllr. Stuart Allen, Cllr. Malcolm Buckley and 10 Members of the Public.

17/171 APOLOGIES FOR ABSENCE:

None.

17/172 DECLARATIONS OF INTEREST:

None Declared.

17/173 MINUTES OF THE PREVIOUS MEETING:

The minutes of the Parish Council Tuesday 17th January 2017 were amended as follows:
17/159, bank statements to 2nd January 2017 and Business Account £60,584.61
Proposed by Cllr. Bunting, seconded by Cllr. Cottrell - **Agreed**

17/174 UPDATE OF ANNUAL PARISH AND CONSULTATION EVENT APRIL 8TH 2017

Cllr. Bunting has finalised the arrangements for the Annual Parish Consultation Event. Groups and organisations are attending the afternoon session to showcase their activities to include; Active Essex, Neighbourhood Watch, Ju Jitsu and Nature Reserve in conjunction with the Parish Council consultation. For the children; two Paw Patrol characters Skye and Marshall will be attending and hoping for plenty of selfie pictures to be taken with them. The evening Annual Parish meeting will welcome adults to join them for some nice refreshments to discuss and consult on the way we would see the Noak Bridge Parish develop over the next three years.

17/175 FIXED ASSET REGISTER:

The updated Fixed Asset Register was circulated for approval
Proposed by Cllr. Bunting, seconded by Cllr. Cottrell - **Agreed**

17/176 UNCLAIMED VAT:

The chairman reported that she had been in communication with the VAT office to clarify when the Parish Council had last claimed VAT. It was confirmed by the VAT office the last claim was made in the period 01/04/2013 to 31/03/2014. The VAT office also

confirmed that claims could only be made within three years and only with appropriate invoices and receipts. They sent guidance sheets for the VAT 126 repayment scheme. The Parish Council propose to make claims for the periods 01/04/2014 to 31/03/2015 and 01/04/2015 to 31/03/2016 which are outside their term of office
Proposed Cllr. Jarvis, seconded Cllr. Cottrell - **Agreed**

17/177 LEAF COLLECTION IN NOAK BRIDGE:

The second leaf collection was noted and would be considered again in the autumn.

17/178 BANK DETAILS / FINANCE:

The Parish Council considered the following:

- (i) Business Savings Account: £611.87. to 2nd February 2017
Business Account: £61,138.48. to 2nd February 2017
Business Savings Account: £611.87. to 2nd March 2017
Business Account: £61,138.48. to 2nd March 2017

The chairman reported that the bank account address change had been made, Cllr. Jane Bunting was now a signatory on the bank accounts and that Santander had credited the business account with £100.00. to cover inconvenience caused as a result of the delay.

To agree the following payments:

- (ii) All Seasons Landscaping & Maintenance Ltd - £370.00
- (iii) HMRC, Tax Due on Temporary Clerk final wages November 2016 - £82.50
- (iv) Essex Party Hire - £135.00

Proposed Cllr. Cottrell, seconded Cllr. Bunting - **Agreed**

17/179 NEWSLETTER:

The Newsletter had been printed and costs were sponsored by the Local Shop It was distributed by Parish Cllrs. and members of the Noak Bridge Village Residents Association committee. Resident feedback has been very good. Several consultation questionnaires had been returned.

17/180 SUMMER EVENT:

Cllr. Bunting updated on the Summer Event, taking place on the Wash Road Playing Field on Saturday 1st July 2017. Plans were going well with displays, fun rides and entertainment. Sponsorship and interested parties are being sought.

Contact for Cllr. Bunting for details: Janebunting@blueyonder.co.uk

17/181 POLICE & CRIME COMMISSIONERS' PUBLIC CONSULTATION:

The Parish Council commented that they were in favour of the possible changes to the Governance being proposed between Essex Police and the Fire & Rescue Service as the resource saved by the shared services could be reinvested in two very critical services.

17/182 PUBLIC PARTICIPATION:

Residents raised the following items:

- (i) A request for a Petanque Court provision as a community project - Parish Council to look into viability, location and funding
- (ii) Clarification on the bank details - Amended
- (iii) Update on Police Investigation - Ongoing
- (iv) Why Auditors had not picked up on the unclaimed VAT - This was before the new Parish Council's Term of Office. For the previous Parish Council to have identified through financial regulations, monitoring and scrutiny.

- 17/183 PLANNING APPLICATIONS:**
Decisions Noted.
- 17/184 REPORTS FROM COUNCILLORS ON MEETINGS – WORKING PARTIES ATTENDED ON BEHALF OF THE PARISH COUNCIL:**
Cllr. Cottrell reported on the ABLC meeting, the main topic was the Housing Strategy
- 17/185 FINGERPOST SIGNS:**
Cllrs. Sargent & Bunting had carried out a walkabout with Hugh Reynolds from Basildon Council. Two plaques and eight finger post signs had been identified as needing repair or replacement. The Parish Council had been sent the costings and would be discussing them with Basildon Council. Report back at future meeting.
- 17/186 BOROUGH / COUNTY COUNCILLORS' REPORT**
Cllr. Allen reported on the success of the Laindon Centre planning application from Swan Housing. Good news for the centre to be developed.
He also spoke of the delay with Local Plan final consultation which would hopefully go out to consultation later in the year
Cllr Buckley reported on the new Park & Ride scheme to Chelmsford Hospital
The roundabout by the local shop in Coppice Lane, Cllr Buckley had put forward a prospective scheme to the Basildon Highway Panel for a viability study
He reported on HGV's parking in residential areas not being allowed but said smaller commercial vehicles have a right to park on the Highway
The 100 bus to Noak Bridge is an excellent service and residents were encouraged to use the service or it could be lost if subsidies were reduced.
- 17/187 WORKING PARTY:**
A date to be arranged for a working party.
- 17/188 TO NOTE CORRESPONDENCE:**
The correspondence was duly noted.
- 17/189 DATE OF NEXT MEETING:**
The date of the next meeting, **April 18th 2017 @ 7.30pm**

The meeting ended at 9.20pm

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Signed by the Chairman

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Dated