

Minutes of Pleshey Parish Council held at Pleshey Village Hall on Wednesday **15th February 2017**.

1. Chairman's Welcome

Chair Mallender

Cllrs Kenning,Loudfoot,Gunn and Holland

Cllr Holland requested a period of absence to deal with family issues. The Parish Council granted this and had a vote of thanks for all the hard work Cllr Holland has put into the Parish Council over several years.

2. Apologies

Cllr Gardner - Holiday

Cllr Weatherley - Business

3. Declarations of interests (existence and nature) with regard to items on the agenda.

There were none.

4. Request for dispensation

There were none.

5 Public participation session.

No members of the Public were present

6. Report from ECC and CCC attending Councillors

There were no reports

7. Minutes of the last meeting of the Council held on 18th January 2017 Councillors are asked to agree the minutes of the meeting of the as a true and accurate account of the proceedings of the meeting

Resolution The Parish Council confirmed the minutes.

9. Financial Report

9.1 Bank account status:

Business Current Account £22,095.45 (£7588.20 Grant received)

Business Savings Account £6596.43

Resolution Cllrs will need to take their ID documents to the nearest Barclays (Great Dunmow) to get additional cheque signatories.

9.2 Payments for approval listed below.

Cheque	Payee	Item	£	VAT	£ Total
	B.Weatherley	Christmas Tree	150		150
	Physio-Control	Defib Batteries	74.40	14.88	89.28
	W.Adshead-Grant	Expenses	41.23	2,84	44.07

Resolved Cllrs approved payments and signed the cheques

10. Clerk's Report - separate e-mail

301/023

11. Golden Jubilee Play Area

The quotes were discussed and it was agreed that playdale is the preferred supplier.

Resolution The Chairman has been empowered to agree financial quotation with supplier subject to detailed plans and a refurbishment quote for the current equipment.

12. Discussion on Vision and Strategy of Parish Council

Delayed until next monthly meeting.

13. 'Proposal that Pleshey Parish Council pays 25% of the SLCC membership for the Clerk based on his parish income. The cost to Pleshey Parish Council is of £27'

Discussion on the support the SLCC provides to the Clerk.

Resolution Parish Council to pay £27 towards SLCC membership for Clerk

14. Proposal to change to monthly payroll from Annual to allow for pension payments to be made. Increase in cost is from £48 to £81 a year to run the payroll through monthly.

Discussion on the increase.

Resolution Parish Council agreed to the change to Monthly Payroll.

15. No.52 Bus Update

Cllr Kenning confirmed that the Tender Documents have been issued out by Essex Council to suppliers.

16. Constitution

The Parish Council reviewed the constitution.

Resolution The Constitution was agreed and will be placed on the Website

17. New Cllr Roles

Discussion on roles

Resolution Cllr Kenning will take on the additional role of Liaison with Parish Magazine. Cllt Gunn will take on the role of Allotments liaison

18. Formal disciplinary policy

Discussion on the Policy

Resolution The Parish Council accepted the NALC Model policy dated Feb 2016

19. Update on Asset of Community Value (ACV)

Discussion on the Leather Bottle and process taken with Chelmsford City

Council. <https://www.chelmsford.gov.uk/communities/assets-of-community-value-and-community-right-to-bid/>

A final decision is expected by the Chelmsford City Council by 26th March 2017

Resolution Clerk to monitor website to ACV status

20. Review location of defibrillator at Leather Bottle

Discussion on the Leather Bottle being a Grade 2 listed Building

Resolution Any issues would be between the Landlord and the City Council

21 Batteries for the Defibrillator at Village Hall

The batteries were received and fitted to the unit

Resolution Pay the supplier Physio-Control and dispose of the old units. **301/024**

22 Pleshey VH Governing Document

The Governing document and Latest accounts are available online.

Resolution Invite Pleshey Village Hall representative to the next Parish Council AGM to discuss transfer of assets from Parish Council to Village Hall.

23 Review the Parish Council Insurance coverage

Initial review confirms that there is no Building Insurance. However additional review required before next renewal.

Resolution Clerk to share the insurance and asset list with the Cllrs.

24 Uses for Phonebox

The item was put in the Parish News.

Resolution Item will be part of the Annual Assembly in May.

25. Maintenance of the flower pots - Adopt a Pot

Most of the pots have very kindly been adopted

26. Wolmer's Mead Parking Letter

A fire engine visit has been arranged for the 1st April at 2.30. The service will be visiting to arrange safety visits to any home in Pleshey.

The safety visits will enable the fire service to install up to two free fire alarms in any home (with a 10 year guarantee)

27. Potential work for a Handyman

Work list was discussed and approved Agreed that Cllr Weatherley to liaise to arrange cover.

Handyman will be a contractor and not an employee and it's expected that a flexible 3 hour week will be worked.

Resolved Cllr Weaverley will Liaise with contractors to discuss role using the agreed work list.

28. Social Media

The facebook page is up and running with various posts being sent out

29. Appraisal of Clerk held on Thursday 2nd Feb. His conduct was found to be satisfactory and as a consequence his pay rate will move on the NJC agreed rates from Spinal point 18 £9.299 to SPinal point 19 £9.743

Resolved Clerks Spinal point will change on 1st April 2017

30. Allotments - Agreements and access. Review paperwork from another Parish Council.

There was a long discussion and review of both NALC recommended template and that of another Parish. It was felt that Pleshey needs to formalise its allotments with its hirers and contracts will be prepared and issued. It was also noted that there is no plan of the allotments so this is to be created along with measurements of each allotment.

Allotment rates to be reviewed in new financial year.

Resolved

Clerk to contact Chelmsford City Council to confirm access rights.

Resolved

Clerk to check with Chelmsford city council on any existing maps or plans.

31. Matters to be raised by members for the next agenda

Please note that no decisions can lawfully be made under this item.

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- Request for Copy of the Budget (2016-2017) -Cllr Loudfoot
- Book Cllr Gunn on the same two day training as Cllr Kenning
- Insurance Review before renewal
- Ownership of the Viewing area Land
- Litter Pick 25th March 2017

Meeting Closed 22.15

Will ADshead-Grant

Clerk to the Council