

## RETTENDON PARISH COUNCIL

Minutes of the meeting of the Council held on Tuesday 24<sup>th</sup> April 2018 at the Rettendon Memorial Hall, Main Road, Rettendon, CM3 8DP at 7.30pm

**Present:** Cllr Mark Fleming (Chair)  
Cllr Thomas Chapman  
Cllr Roy Hart  
Cllr Glenys Jones  
Cllr Lance Millane  
Cllr Ray Ride

The Clerk

There were 19 members of the public present.

### **273-17/18 Apologies and Reasons for Absence**

Apologies were received and accepted from Cllrs Cheater and D Fleming.

### **274-17/18 Declarations of Interest on Items on the Agenda**

Cllr Jones declared a non-pecuniary interest in Item 280-17/18, planning application 16/01916/FUL.

Cllr Fleming declared a non-pecuniary interest in Item 280-17/18, planning application 16/01916/FUL.

### **275-17/18 Public Forum – strictly 5 minutes only per speaker**

A resident raised an issue with a potential footpath giving access to a conservation area and asked if there was any further information available.

A resident explained Rettendon Cricket Club's request for a grant towards security measures.

Cllr Hart said there were rumours of possible building on Sonters Down.

The Chairman said he had heard nothing of these rumours.

A resident said work on sewers was ongoing in the parish.

### **276-17/18 To agree the minutes of the meeting held on Tuesday 27<sup>th</sup> March 2018.**

The minutes of the meeting held on Tuesday 27<sup>th</sup> March 2018 were **agreed** as a true record and signed by the Chairman.

Proposed: Cllr Chapman                      Seconded: Cllr Hart                      (Unanimous)

### **277-17/18 To receive the Essex County Councillor and Ward Councillors' reports.**

Signed \_\_\_\_\_  
Cllr Mark Fleming, Chairman

Cllr Ride said he and Cllr Millane had been working on enforcement matters, especially regarding Runwell Hall Farm and Moorlands. He said progress had been made and he would update the Council and residents as soon as he was able. He said he and Cllr Millane would be holding a surgery for Rettendon and Runwell on Saturday 5<sup>th</sup> May in Runwell Parish Hall.

**278-17/18 To receive the Clerk's report**

The Clerk said the accounts were now with the auditor.

**279-17/18 Finance**

It was **agreed** to authorise invoices for payment, receive copy Bank statements and details of expenditure to date.

Payee	Reason for Payment	Amount
Katherine Kane	April 2018 salary/expenses	£668.60
Tees Law	Legal costs	£330.00
EALC	EALC/NALC Affiliation fee	£468.54
Images	Newsletter – March	£125.00
Came & Co.	Insurance renewal	£1,180.54
<b>Total</b>		<b>£2,772.68</b>

Proposed: Cllr Millane                      Seconded: Cllr Jones                      (Unanimous)

**280-17/18 To agree the response to the following planning applications (all applications are available to view at [www.chelmsford.gov.uk](http://www.chelmsford.gov.uk))**

**18/00560/FUL - 2 Oak Cottages Chalk Street Rettendon Common Chelmsford Essex CM3 8DD - Two storey side extension**

**18/00561/FUL - 2 Oak Cottages Chalk Street Rettendon Common Chelmsford Essex CM3 8DD - Two storey side extension**

**18/00615/FUL – Keyberry, Marks Farm Lane, Rettendon Common, Chelmsford, CM3 8HF – Proposed outbuilding used for stables & storage with a pitched roof over.**

The Parish Council had no objection to these applications.

Proposed: Cllr Millane                      Seconded: Cllr M Fleming                      (Unanimous)

Cllrs M Fleming and Jones had declared a non-pecuniary interest in the following application and took no part in the discussion or vote.

**16/01916/FUL - Equestrian Centre Mill Hill Farm Chalk Street Rettendon Common Chelmsford Essex CM3 8DE - Change of use from livery and equestrian centre to residential including demolition of existing barns and construction of 5 residential dwellings with associated parking.**

Signed \_\_\_\_\_  
Cllr Mark Fleming, Chairman

The Parish Council supported this application.

Proposed: Cllr Chapman                      Seconded: Cllr Ride                      (Unanimous)

**281-17/18              To agree to adopt the following policies:**

- a) Grievance Policy**
- b) Disciplinary Policy**
- c) Complaints Policy**
- d) Bullying and Harassment**
- e) Training Policy**

The above policies were adopted.

Proposed: Cllr M Fleming                      Seconded: Cllr Millane                      (Unanimous)

**282-17/18              To agree the Terms of Reference for the Human Resources Committee (circulated prior to the meeting)**

The Terms of Reference for the Human Resources Committee were agreed.

Proposed: Cllr M Fleming                      Seconded: Cllr Millane                      (Unanimous)

**283-17/18              To agree to accept the quote from Ecclesiastical for the Parish Council's insurance for 2018/19 (circulated prior to the meeting)**

It was agreed to accept the quote from Ecclesiastical for the Parish Council's insurance for 2018/19.

Proposed: Cllr Millane                      Seconded: Cllr Chapman                      (Unanimous)

**294-17/18              To agree to seek three quotations for cleaning the bus shelters in the parish.**

It was agreed to seek three quotations for cleaning the bus shelters in the parish.

Proposed: Cllr Chapman                      Seconded: Cllr Millane                      (Unanimous)

**269-17/18              Highways and Footpaths – to note Essex Highways Notices and receive reports from Councillors.**

Cllr Hart said he was investigating contractors for work on South View Road.

**270-17/18              Street Lighting**

Streetlights have been reported.

**271-17/18              Reports from Councillors on Council activities undertaken since the meeting held on 27<sup>th</sup> March 2018.**

Signed \_\_\_\_\_  
Cllr Mark Fleming, Chairman

Cllr Jones said she had followed up on the postbox for Hayes Park and while it would take a while because due process had to be followed, she had been reassured that the end was in sight.

**272-17/18      Date of the next Parish Council Meeting – Annual Meeting of the Council -  
Tuesday 29<sup>th</sup> May 2018, 7.30pm at the Rettendon Memorial Hall, Main Road, Rettendon,  
CM3 8DP**

**Annual Parish Meeting – Tuesday 8<sup>th</sup> May 2018, 7.30pm at the Rettendon Memorial Hall,  
Main Road, Rettendon. CM3 8DP**

**The meeting closed at 8.10pm.**

DRAFT

Signed \_\_\_\_\_  
Cllr Mark Fleming, Chairman