

RETTENDON PARISH COUNCIL

Minutes of the meeting of the Council held on Tuesday 24th September 2019 at Rettendon Memorial Hall, Main Road, Rettendon, at 7.30pm.

Present: Cllr Mark Fleming (Chairman)
Cllr Sandie Cottee
Cllr Hazel Dale Evans
Cllr Roy Hart
Cllr James Knight
Cllr Ray Ride
Cllr Barbara Wright

The Clerk

There were 15 members of the public present.

85-19/20 Apologies and Reasons for Absence

Apologies were received from Cllrs D Fleming and Phillips.

It was **agreed** to accept Cllr Phillips' reason for absence (holiday).

86-19/20 Declarations of Interest on Items on the Agenda

Cllr Wright declared an interest in Item 95-19/20 as complier of the Rettendon and Battlesbridge newsletter.

87-19/20 Public Forum – strictly 5 minutes only per speaker

A resident asked why the report from the Governance Committee was not on the agenda.

The Clerk said she had not yet received a formal notification from Chelmsford City Council.

The resident asked for clarification of the expenditure on legal fees.

The Clerk said she would provide this.

The resident referred to Item 91-19/20 and asked if he was able to contribute to the meeting on the issue of Sonters Down.

The Chairman said the resident could approach a Councillor to bring matters to the Council meeting, and that the matter of residents contributing within the meeting could be addressed at a future meeting.

The resident referred to the proposed security firm patrols and asked for the police view on these.

Signed _____
Councillor M. Fleming, Chairman

The Chairman said he had not researched the view of the police and could not comment on this.

The resident referred to the agreement to purchase new dog bins made at the last Council meeting. He said he had asked why the Council would have to pay for one bin to be emptied, and not the other. He said he had not been happy with the Chairman's response. He said he was aware Cllr Denise Fleming was investigating this issue.

The Chairman said he had no recollection of the conversation. He said some dog bins have disappeared. He said he understood older bins were emptied for no charge but new bins were charged.

Cllr Hart said he had had an estimate of the costs for the Council which at the lowest would be £228,000.

The Clerk said so far fees paid to Tees Law were in the region of £20,000 - £30,000.

A resident asked at which meeting it had been discussed that the 200 page document would be sent out.

The Chairman clarified the position regarding Tees providing the purported trustees with required documents.

A resident asked who had authorised the money.

The Chairman said he would not comment further.

A resident referred to national coverage of the school transport campaign.

He said he had written to Essex County Councillor Ian Grundy regarding the state of Sonters Down and Meadow Road, as well as the Rettendon Turnpike traffic congestion and the danger exiting from Meadow Road. He said he hoped to hear from Cllr Grundy.

A resident referred to planning application 19/01370/FUL and said he was the applicant and was happy to answer questions. He said he had taken advice from Chelmsford City Council and that the plot was deemed to be infill.

88-19/20 To agree the minutes of the meeting held on Tuesday 23rd July 2019.

With the date of the next meeting of the Council amended to Tuesday 24th September under Item 73-19/20 the minutes of the meeting held on Tuesday 23rd July 2019 were **agreed** as a true record and signed by the Chairman.

89-19/20 To agree the minutes of the extra ordinary meeting held on Tuesday 27th August 2019

Signed _____
Councillor M. Fleming, Chairman

With the date of the next meeting of the Council amended to Tuesday 24th September 2019 the minutes of the extra ordinary meeting were **agreed** as a true record and signed by the Chairman.

90-19/20 To receive the Essex County Councillor and Ward Councillors' reports.

Ward Councillor Paul Clark said the Army and Navy Flyover in Chelmsford would not reopen. He said a Task Force was looking into the matter but that it would not be another flyover.

He said there was no date for resolution of Chelmsford City Council's Planning Portal problems, but that residents could request hard copies of documents.

He said he would recommend writing to Essex County Councillor Kevin Bentley regarding the state of the roads in the parish.

Cllr Ride referred to the reason for Ward Councillor Lance Millane's absence and said Cllr Millane had sent his sincere apologies for not attending the meeting.

91-19/20 To receive a report from the Sonters Down Working Group

A report was received from the Sonters Down Working Group and is attached as Appendix A.

Cllr Cottee said a meeting with Paul van Damme of Chelmsford City Council was planned to discuss the Play Area.

Cllr Cottee said Cllr Dale Evans had sent a letter regarding locating a new bench but that a decision on this would be deferred for the moment.

92-19/20 To receive a report from the Parish Council representative on the Village Hall Management Committee

A report was received from the Parish Council representative on the Village Hall Management Committee and is attached as Appendix B.

92-19/20 Finance

- a) To agree to authorise invoices for payment, receive copy Bank statements and details of expenditure to date.

Invoices for payment were **agreed**, and copies of bank statements and details of expenditure to date were received.

Payee	Reason for Payment	Amount
Staff costs	September salary/expenses	£726.72
HMRC	PAYE 2 nd Quarter	£224.91
EALC	Training	£534.00

Signed _____
Councillor M. Fleming, Chairman

Chelmsford City Council	Election expenses	£773.17
Medisave	Defibrillator parts	£117.58
Skippers Ground Maintenance	Sonters Down maintenance	£1050.00
Battlesbridge Free Church	Hall hire	£85.00
Rettendon Village Hall	Hall hire	£204.00
Tees Law	Legal costs	£3214.20
Medisave	Defibrillator	£894.00
Total		£7,823.58

The Clerk said she had not yet received a breakdown of costs for the two invoices received from Tees Law.

Councillors said payment should not be sent until this breakdown had been received and considered by the Council.

93-19/20 To agree the response to planning applications received since the last Parish Council meeting

19/01535/FUL - The Bungalow Chalk Street Rettendon Common Chelmsford - Construction of a single storey rear extension, refurbishment of the front porch and installation of roof lights. - **Support**

19/01370/FUL - Land South West Of 72 East Hanningfield Road Rettendon Chelmsford - Proposed new dwelling with solar panels. - **Support**

19/05568/CAT - 18 Maltings Road Battlesbridge Wickford Essex - Golden Willow - Rear garden - Pollard down to knuckles at 7.5m – **Support**

It was **agreed** that the Parish Council would support all applications above.

94-19/20 To agree to adopt an Email Policy in accordance with the attached guidance produced by Cllr. Knight.

It was **agreed** to adopt an Email Policy in accordance with guidance produced by Cllr Knight.

95-19/20 To review the Business Contingency Plan

The Business Contingency Plan was reviewed.

It was agreed that the Clerk would circulate an updated version which would be brought to the October meeting for agreement.

Signed _____
Councillor M. Fleming, Chairman

96-19/20 To receive a report from Cllr Wright on the maintenance of the defibrillators

A report was **received** from Cllr Wright on the maintenance of the defibrillators. and is attached as Appendix C.

97-19/20 To agree to approach the other party in the Bell Fields dispute to propose a further mediation session.

It was **agreed** to approach the other party in the Bell Fields dispute to propose a further mediation session.

The votes were as follows:

Cllr Dale Evans	For
Cllr Wright	For
Cllr Ride	Against
Cllr Knight	For
Cllr Fleming	Against
Cllr Hart	For
Cllr Cottee	For

98-19/20 To agree to the setting up of a group of volunteers to assist with routine cleaning of bus shelters within the parish.

It was **agreed** to set up a group of volunteers to assist with routine cleaning of the bus shelters within the parish.

Cllr Cottee said she would like to set up a working group and that a risk assessment would have to be completed. She said the position should be reviewed in 3 months.

Cllr Hart said he would organise the Battlesbridge shelters with Cllr Cottee.

99-19/20 Highways and Footpaths – to note Essex Highways Notices and receive reports from Councillors.

Cllr Dale Evans reported the displacement of a drain inspection cover on the A1245 100 yards north of the Le Benaix restaurant.

Cllr Knight reported adverse camber on the Burnham Road towards the turnpike and said he would follow this up with Essex Highways.

Cllr Knight reported a broken sign on the Burnham Road near the staggered junction.

100-19/20 Street Lighting

Cllr Dale Evans reported three non-working streetlights on East Hanningfield Road.

101-19/20 Reports from Councillors on Council activities since the last meeting

Cllr Cottee said the Mental Health First Aid training would take place at the Rettendon Memorial Hall on 16th November 2019.

She said the litterpicking equipment had been collected from Chelmsford City Council.

She said the Village Survey Working Group was due to meet on 5th November 2019.

Cllr Hart said he was planning to enter Battlesbridge for the Best Kept Village in 2020.

He said a restored waiting-room had been placed on the Bell Fields.

Cllr Wright said the First Aid courses had been held, and had included training on CPR and defibrillators. She said she would let the Council know of any possibility of future courses.

The Chairman said he would like to advise Councillors that he would like to consider measures to address the behaviour experienced at Council meetings. He said with the support of Councillors he would be adding discussion of this issue to the agenda for the October meeting.

102-19/20 Date of the next Parish Council Meeting: Tuesday 29th October 2019, 7.30pm at the Rettendon Memorial Hall, Main Road, Rettendon, CM3 8DP

The meeting closed at 9.10pm.

Signed _____
Councillor M. Fleming, Chairman