

RETTENDON PARISH COUNCIL

Minutes of the meeting of the Council held on Tuesday 25th July 2017 at the Rettendon Memorial Hall, Main Road, Rettendon CM3 8DP at 7.30pm

Present: Cllr Mark Fleming (Chair)

Cllr Chris Cheater

Cllr Jacky Copsey

Cllr Denise Fleming

Cllr Glenys Jones

Cllr Roy Hart

Cllr Ray Ride

The Clerk

There were 27 members of the public present.

91-17/18 Apologies and Reasons for Absence

Apologies were received and accepted from Cllrs Chapman and Millane.

92-17/18 Declarations of Interest on Items on the Agenda

Cllr Hart declared a non-pecuniary interest in Items 103-17/18 and 104-17/18 as a trustee of the Bell Field charities.

93-17/18 Public Forum – strictly 5 minutes only per speaker

A resident raised the issue of problems with the Play Area. he said these include a rotting post in the fencing, weeds, dogs off leads and flytipping.

A resident raised the issue of the Bell Fields. He asked for clarification of the current position.

The Chairman explained the position with regard to the appointment of Tees.

A resident asked if a Working Group could be formed to oversee the Sonters Down Play Area, to include non-councillors. He asked why all residents could not have their say on the Bell Fields. He said the fields had been run down for the last few years, and work had only been undertaken in the last few months.

The Chairman said a Sonters Down Working Party sounded like a good idea. He said with regard to the Bell Fields it was a matter of law that the Parish Council was to appoint the trustees, and the purpose of the trustees was to advance the purpose of the charity.

A resident raised the issue of the Bus Improvement Plan. She said the village was now losing a service and the £8m provided by the County Council did not apply to Rettendon. She said she had passed questions regarding travellers and the Village Settlement Boundary two months ago to Cllr Ride and would like a response.

A resident said she would like to thank everyone for a successful Show. She also thanked Cllr Hart for the work on the Bell Fields.

Signed _____
Cllr Mark Fleming, Chairman

A resident raised the issue of the bus service on Sunday being stopped.

Cllr Hart said he had spoken to Regal Busways. He said he would put this through the proper channels.

94-17/18 To agree the minutes of the meeting held on Tuesday 27th June 2017.

The minutes of the meeting held on Tuesday 27th June 2017 were **agreed** as a true record and signed by the Chairman.

Proposed: Cllr D Fleming Seconded: Cllr Jones (Unanimous)

95-17/18 Update on progress of resolutions made at previous meetings

There were no updates.

96-17/18 Chairman's Report

The Chairman had no further comments.

97-17/18 Clerk's Report

The Clerk said the new website was up and running and could be found on www.essexinfo.net. She said minutes and agendas would be posted on this website in the future.

98-17/18 To receive the Essex County Councillor and Ward Councillors' reports.

Cllr Ride said Chelmsford City Council had met on 12th July 2017 and had discussed disbursement of \$106 money. He said the sum of £5,346.28 had been allocated to support the Play Area on Sonters Down. He said the Parish Council welcomed the windfall.

Cllr Ride said six further properties on the St Luke's development were now on the market and applications from Runwell and Rettendon residents would be preferred. He said 40 further properties would be made available over the next three years.

Cllr Ride referred to a planning enforcement issue in Hoe Lane. He said CCC's Enforcement Team had visited the site and were following this up.

99-17/18 Finance

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

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

Proposed: Cllr Jones Seconded: Cllr D Fleming (Unanimous)

Signed _____
Cllr Mark Fleming, Chairman

Payee	Reason for Payment	Amount
Katherine Kane	July salary	£321.30
Images	Invoice 14849 – Newsletter	£125.00
Images	VAT – Invoice 14120	£29.00
RCCE	Renewal fee	£72.60
Total		£547.90

100-17/18 To agree the response to the following planning applications (all applications are available to view at www.chelmsford.gov.uk)

17/01127/LBC - Haybarn Cottage Hawk Hill Rettendon Wickford Essex SS11 7RE - Change of use of first floor to office including repair works and changes to internal layout.

The Parish Council had no objection to this application.

101-17/18 To discuss breaches of the Code of Conduct by Parish Councillors and to agree any action to be taken (details to be circulated in advance of the meeting)

Breaches of the Code of Conduct by Parish Councillors were **discussed**. The Chairman asked the Clerk to approach Ann Coronel, CCC's Monitoring Officer, for advice.

102-17/18 To agree guidelines to assist the editor of the Rettendon and Battlesbridge newsletter including procedure with regard to contributions from Parish Councillors.

Guidelines to assist the editor of the Rettendon and Battlesbridge newsletter including procedure with regard to contributions from Parish Councillors were discussed.

The Chairman said public funds should not be used to further the opinions of private individuals and that inclusion of opinion on controversial issues by Parish Councillors was not in the spirit of the funding the Parish Council had approved.

The Clerk said she felt that if the newsletter was not a Parish Council publication the final decision should be left to the editor, but that Parish Cllrs should be aware of their public position when contributing to the newsletter.

She said she would provide a regular report on matters discussed at meetings for each newsletter.

103-17/18 To agree to accept the advice received from Tees in their letter dated 12 July 2017 as the basis for action to be taken by the Parish Council.

The Chairman read excerpts from the letter to the meeting.

It was **agreed** to accept the advice received from Tees in their letter dated 12 July 2017 as the basis for action to be taken by the Parish Council.

Signed _____
Cllr Mark Fleming, Chairman

Proposed: Cllr Ride Seconded: Cllr Jones (4 For; 2 Against; 1 Abstention)

104-17/18 If Item 103-17/18 is agreed to agree the following:

a) To ask the Clerk to update the Land Registry entry for the Bell Fields to show the current Chairman of the Parish Council.

It was **agreed** to ask the Clerk to update the Land Registry entry for the Bell Fields to show the current Chairman of the Parish Council.

b) To appoint Parish Councillors as trustees of charities 271479 and 271480.

The following Cllrs were affirmed in their appointment as trustees of charities 271479 and 271480.

Cllr Ride

Proposed: Cllr M Fleming Seconded: Cllr Jones (4 For; 2 Against; 1 Abstention)

Cllr D Fleming

Proposed: Cllr Ride Seconded: Cllr Jones (4 For; 2 Against; 1 Abstention)

Cllr Jones

Proposed: Cllr M Fleming Seconded: Cllr D Fleming (4 For; 2 Against; 1 Abstention)

Cllr M Fleming

Proposed: Cllr Ride Seconded: Cllr Jones (4 For; 2 Against; 1 Abstention)

Cllr Copsey

Proposed: Cllr Jones Seconded: Cllr D Fleming (4 For; 2 Against; 1 Abstention)

Cllr Cheater said he did not wish to be appointed as a trustee.

Cllr Hart said he was already an official trustee.

c) To allow a window of seven days from confirmation from the Land Registry of the change of entry for the Charity Commission website to be updated to reflect this.

This Item was withdrawn.

d) To request a formal response within 21 days from the trustees for each charity to confirm that they agree with the recommendation to transfer the function and property of the charities to the Parish Council.

It was **agreed** to request a formal response within 21 days from the trustees for each charity to confirm they agree with the recommendation to transfer the function and property of the charities to the Parish Council.

Signed _____
Cllr Mark Fleming, Chairman

Proposed: Cllr Ride Seconded: Cllr Fleming (5 For; 1 Against; 1 Abstention)

e) To ask the Clerk to write to the Charity Commission at the end of August 2017 confirming the position with regard to the charities.

It was **agreed** to ask the Clerk to write to the Charity Commission at the end of August 2017 confirming the position with regard to the charities.

Proposed: Cllr Cheater Seconded: Cllr D Fleming (Unanimous)

105-17/18 To agree to appoint a Working Party to look at the Council's finances including consideration of the 2018/19 precept and to report back to the Council by the end of November 2017 with recommendations for action.

It was **agreed** to appoint Cllrs M Fleming, Cheater, Ride and Jones to a Working Party to look at the Council's finances including consideration of the 2018/19 precept and to report back to the Council by the end of November 2017 with recommendations for action.

Proposed: Cllr D Fleming Seconded: Cllr Ride (Unanimous)

106-17/18 To discuss any issues arising from maintenance of the Sonters Down Play Area

Cllr Ride said he would determine the ownership of the fence. He said weeding was part of the specification and the Clerk would check that this was being done. He said notices about keeping dogs under control could be considered. He said flytipping was a concern across the parish and this could be addressed. He said the pattern of cuts was continuing but that if more were needed funding was available. He said a site meeting with the contractor would be arranged.

107-17/18 Highways and Footpaths – to note Essex Highways Notices and receive reports from Councillors.

Cllr Jones said FP10 would be reported.

Cllr Hart said the ungated farm entrance on Hawk Hill would be deep-ploughed after harvest. He referred to the problem on the pavement in South View Road and asked if the Parish Council could undertake to repair this.

Cllr Cheater referred to the sweeping of the cycle path and said the last time this had been maintained was 2011.

108-17/18 Street Lighting

There were no issues.

109-17/18 Items from Councillors

Cllr Cheater asked for clarification regarding the bill from Tees.

Signed _____
Cllr Mark Fleming, Chairman

Cllr Ride said he would bring a report on flooding issues to the next meeting.

110-17/18 **Date of the next Parish Council Meeting** – 26th September 2017, 7.30pm at the Rettendon Memorial Hall, Main Road, Rettendon, CM3 8DP

The meeting closed at 9.10pm.

Signed _____
Cllr Mark Fleming, Chairman