

RETTENDON PARISH COUNCIL

Minutes of the meeting of the Council held on Tuesday 26th June 2018 at the Rettendon Memorial Hall, Main Road, Rettendon, CM3 8DP at 7.30pm

Present: Cllr Thomas Chapman (Chair)

Cllr Jacky Copsey
Cllr Denise Fleming
Cllr Roy Hart
Cllr Glenys Jones
Cllr Lance Millane
Cllr Ray Ride

The Clerk

There were 12 members of the public present.

In the absence of the Chairman of the Parish Council it was agreed unanimously that Cllr Chapman would chair the meeting.

32-18/19 Apologies and Reasons for Absence

Apologies were received and accepted from Cllr Cheater and Cllr M Fleming.

33-18/19 Election of Vice-Chairman

Cllr Chapman was proposed as Vice-Chairman and elected unopposed.

34-18/19 Declarations of Interest on Items on the Agenda

There were no Declarations of Interest.

35-18/19 Public Forum – strictly 5 minutes only per speaker

A resident referred to the consideration of planning applications and asked if the Parish Council took into account whether sites were on Green Belt land.

The Chairman said Councillors would take this into account but it was an individual vote.

A resident thanked Councillors Millane and Ride for their work in securing properties on the ST Like's development for residents of the parish. The resident asked if there was a forthcoming surgery.

Signed _____
Cllr Mark Fleming, Chairman

Cllr Ride said he appreciated the thanks and that he would continue to push for residents in Rettendon and Runwell who needed these properties. He said a surgery would be held possibly within two weeks.

Cllr Hart said it was important to consider the Green Belt with respect to planning applications. He said there was no item on the agenda to note Parish Council correspondence.

36-18/19 To agree the minutes of the meeting held on Tuesday 29th May 2018.

The minutes of the meeting held on Tuesday 29th May 2018 were agreed as a true record and signed by the Chairman.

Proposed: Cllr D Fleming Seconded: Cllr Jones (5 For; 1 Abstention)

37-18/19 To receive the Essex County Councillor and Ward Councillors' reports.

Cllr Ride said he and Cllr Millane continued to engage with residents of Hayes on planning issues and were doing their best for the residents. He said they were working on the Morrlands site and hoped for a lasting solution to emerge for the surrounding residents. He said residents of Hoe Lane, Warren Road and Chalk Street were affected by Runwell Hall Farm. He said he had spoken against the application on the site. He said action had been taken to ensure a sensible decision would emerge.

38-18/19 To receive the Clerk's report

The Clerk thanked two residents who had given her a tour of the parish.

39-18/19 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, and bank statements and details of expenditure to date were received.

Payee	Reason for Payment	Amount
Katherine Kane	June 2018 salary/expenses	£709.78
HMRC	1 st Quarter PAYE 2018	£263.91
Tees Law	Legal fees	£480.00
RoSPA	Play area/teen shelter inspection	£66.50
Skippers	Invoice S1109	£1,050.00
Total		£2,570.19

Signed _____
Cllr Mark Fleming, Chairman

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

40-18/19 To agree the response to the following planning applications (all applications are available to view at www.chelmsford.gov.uk)

18/00819/OUT - Land South Of 2 Hayes Chase Battlesbridge Wickford Essex - Outline planning application for the construction of one single storey dwelling house

It was agreed to support this application.

Cllr Millane joined the meeting.

18/00953/CUPAQ - Land South Of Laceys Farm Old Barn Lane Rettendon Chelmsford Essex - Determination as to whether the prior approval of the local planning authority is required for the proposed change of use of agricultural building to a dwellinghouse (Class C3)

It was agreed to suggest that CCC should consider the suitability of the site for the proposed change of use.

18/00898/FUL - Part High House Farm Woodham Road Battlesbridge Wickford Essex SS11 7QW - Application for the variation of Conditions 3 and 14 of planning permission 16/01541/FUL - To move one proposed cartlodge, omit an outbuilding and amend the details of the proposed hard and soft landscaping.

It was agreed there was no objection to this application.

18/00924/FUL - 47A East Hanningfield Road Rettendon Chelmsford Essex CM3 8EQ - Construction of additional stables and outdoor riding arena for personal use.

It was agreed there was no objection to this application.

18/00988/FUL - Ivanhurst Industrial Estate Woodham Road Rettendon Chelmsford SS11 7QY - Replacement building

It was agreed to support this application.

41-18/19 To review the effectiveness of the system of internal audit of the Parish Council

The Clerk said the internal audit had only been received the previous day. She suggested that for 2018/19 another auditor was approached who would inspect all Parish Council procedures and make any necessary recommendations.

She said that the procedures currently followed had been reviewed as part of the Council's Risk Assessment.

Signed _____
Cllr Mark Fleming, Chairman

42-18/19 To agree to approve the Annual Governance Statement section of the Annual Return for year ended 31 March 2018

It was agreed to approve the Annual Governance Statement section of the Annual Return for year ended 31st March 2018

Proposed: Cllr Jones Seconded: Cllr Ride (Unanimous)

43-18/19 To agree to approve the Accounting Statement section of the Annual Return for year ending 31 March 2018

It was agreed to approve the Accounting Statement section of the Annual Return for year ending 31st March 2018

Proposed: Cllr Millane Seconded: Cllr Ride (Unanimous)

Councillor Ride declared an interest in the following Item as a Governor of Rettendon Primary School and took no part in the discussion or the vote.

44-18/19 To agree the amount of the following precepted donations:

- a) **Rettendon Primary School for the upkeep of the school swimming pool**
- b) **All Saints Church, Rettendon, for maintenance of the churchyard**
- c) **Battlesbridge Free Church, Battlesbridge, for maintenance of the churchyard**

It was agreed to donate £1,500 to Rettendon Primary School, £750 to All Saints Church and £750 to Battlesbridge Free Church.

Proposed: Cllr Copsey Seconded: Cllr Jones (Unanimous)

45-18/19 To review and adopt the Streetlighting Policy

The Streetlighting Policy was reviewed and adopted.

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

46-17/19 To agree in principle to pay the cost of an extended July/August Rettendon and Battlesbridge newsletter to accommodate the publication of the Chairman's Report given at the Annual Parish Meeting, subject to receipt of an acceptable invoice.

It was agreed in principle to pay the cost of an extended July/August Rettendon and Battlesbridge newsletter to accommodate the publication of the Chairman's Report given at the Annual Parish Meeting, subject to receipt of an acceptable invoice.

Signed _____
Cllr Mark Fleming, Chairman

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

47-18/19 To agree to pay £50.00 to register with NALC for the Local Council Award Scheme

It was agreed to pay £50.00 to register with NALC for the Local Council Award Scheme

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

48-18/19 To agree to write to 3 companies to get quotes for painting the Parish Council's lampposts

It was agreed to write to 3 companies to get quotes for painting the Parish Council's lampposts.

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

49-18/19 To agree to support an application to the Local Highways Panel to reduce the speed in Maltings Road and to undertake a scope for transport planning in Battlesbridge.

Cllr Ride outlined the position with regard to LHP procedure.

It was agreed to support an application to the Local Highways Panel to reduce the speed in Maltings Road and to undertake a scope for transport planning in Battlesbridge.

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

50-18/19 To agree to buy 2 new dog bins at a cost of £270 + vat, plus an annual fee to empty each one of £100 + vat. The bins to be placed in Warren Road and at Footpath 16, off Main Road by the Wheatsheaf.

It was agreed to buy 2 new dog bins at a cost of £270 + vat, plus an annual fee to empty each one of £100 + vat. The bins to be placed in Warren Road and at Footpath 16, off Main Road by the Wheatsheaf.

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

51-18/19 To agree the amount of a grant to Rettendon Cricket Club.

Signed _____
Cllr Mark Fleming, Chairman

The information circulated by Cllr D Fleming was considered and Cllr Fleming addressed the Council's questions.

It was agreed to grant £2,900 to Rettendon Cricket Club.

Proposed: Cllr Hart Seconded: Cllr Copsey (Unanimous)

52-18/19 To agree to participate in the ECC 2018/19 Winter Salt Bag Partnership Scheme

It was agreed to participate in the ECC 2018/19 Winter Salt Bag Partnership Scheme.

Proposed: Cllr Chapman Seconded: Cllr Jones (Unanimous)

53-18/19 Highways and Footpaths – to note Essex Highways Notices and receive reports from Councillors.

Cllr Copsey mentioned a pothole before the garage on the pavement on South View Road.

Cllr Hart said he had mentioned the state of South View Road at several previous meetings.

Cllr Jones said the kerbstone on South View Road had been reported – reference no. 2576151.

Cllr Hart said he would get two more quotes for the work on South View Road so that the Council could consider taking further action.

54-18/19 Street Lighting

Cllr Hart reported a failed light on Hawk Hill which was designed to illuminate the height of the bridge.

55-18/19 Reports from Councillors on Council activities undertaken since the meeting held on 29th May 2018

Cllr Jones reported that the white goods left on private property discussed at last month's meeting had been removed by a resident. She said she had investigated "Love Your Chelmsford" and said litterpicking equipment could be borrowed from the City Council.

Signed _____
Cllr Mark Fleming, Chairman

Sonters Down – it was reported that inspections of the play equipment were undertaken by a qualified inspector. A quote for repairing or replacing the gates was being sought. Skippers have a new mower which will remove the problem of grass being left after cutting. A key to the gate from the road onto the field was required. A quote has been received from Skippers to tidy a tree on the site – the Clerk said she would check whether this could be undertaken without seeking further quotes. The perimeter fence is dangerous and the owner should be approached. For the future, new swings and a new goal could be considered. A sign was needed for the play area with updated contact information.

Cllr Hart questioned the payment of £22,000 for the highways work on the chicanes and signage outside the school, and said he and residents had offered to do this work for free.

56-18/19 Date of the next Parish Council Meeting – 31st July 2018, 7.30pm at the Rettendon Memorial Hall, Main Road, Rettendon. CM3 8DP

The meeting closed at 8.48pm.

Signed _____
Cllr Mark Fleming, Chairman