

RETTENDON PARISH COUNCIL

Minutes of the meeting of the Council held on Tuesday 26th November 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 David Phillips
Cllr Barbara Wright

The Clerk

There were 15 members of the public present.

125-19/20 Apologies and Reasons for Absence

Apologies were received from Cllr D Fleming and Cllr Ray Ride.

It was agreed to approve the reasons for absence.

126-19/20 Declarations of Interest on Items on the Agenda

Cllr Wright referred to Item 133-19/20 and declared a non-pecuniary interest in the newsletter and the Village Hall.

Cllr Hart declared an interest in the Richard Cannon Charity and the Bell Fields.

Cllr Dale-Evans declared an interest in the Village Hall.

127-19/20 Public Forum – strictly 5 minutes only per speaker

A resident referred to the following issues:

- the proposed benches;
- the speed limit in Meadow Road;
- the road surface in South View Road;
- the footpath sign in Meadow Road;
- the fence along Main Road;
- Speedwatch.

He said planning applications were dealt with straightaway and asked if something could be done about these issues.

Cllr Dale-Evans referred to the proposed benches and said she had contacted the group managing the Bell Fields, who had said they were already organising a bench. She said the Sonters Down Group would deal with any

Signed _____
Councillor M. Fleming, Chairman

bench for Sonters Down, and she had never heard back from Battlesbridge. She said she had reported back to the Council and would send a report to the resident.

The Chairman said the speed limit and footpath signs were issues for Essex Highways.

Cllr Phillips said he and Cllr D Fleming had met with Essex County Councillor Ian Grundy who had promised to let them know the schedule for South View Road and Meadow Road.

He said the Sonters Down Group was looking at various proposals and any action on the benches would result from that.

The Chairman said Speedwatch was not a Parish Council body, but he believed the camera had been broken. He said although the camera was now fixed he understood there was now a lack of volunteers.

A resident asked if anyone had a contact number for Essex Highways.

The Chairman said Essex Highways preferred residents to use the online reporting tool.

A resident asked for clarity on the announcement made at the last meeting about disorderly conduct.

The Chairman clarified the procedure regarding voting on excluding councillors and members of the public whose conduct would be considered disorderly.

The resident thanked the Sonters Down Working Group for their hard work over the past five months.

128-19/20 To agree the minutes of the meeting held on Tuesday 29th October 2019 as a true record for signature by the Chairman

The minutes of the meeting held on Tuesday 29th October 2019 were **agreed** as a true record and signed by the Chairman.

129-19/20 To receive the Essex County Councillor and Ward Councillors' reports.

There was no report from the Essex County Councillor.

Ward Councillor Paul Clark said the work of the City Council was continuing despite purdah.

He referred to the plans for improvements to the Army and Navy junction in Chelmsford.

He said the Chelmsford Park and Ride would be open on Sundays in the run-up to Christmas..

130-19/20 To receive a report from the Sonters Down Working Group

a) To receive a report from the Sonters Down Working Group

Cllr Phillips said he, Cllr Cottee and Mr Upton had met with Mr Paul van Damme from Chelmsford City Council on 31st October 2019. He said the meeting had been productive, and Mr van Damme had given the reason for the Permit to Maintain Land to be granted. He said parishioners had wanted the grass cut more regularly and had not been happy with the service provided by Chelmsford City Council.

Cllr Phillips said Chelmsford would not pass the asset over to the Parish Council. He said there was the option of a lease rather than a licence, but that this would involve more costs and would still entail the Parish Council having responsibility for Chelmsford's land and equipment.

He said Mr van Damme had confirmed that if the Parish Council wished to hand the maintenance back to Chelmsford, it would have to be costed again.

He said the Parish Council was responsible for the grass outside Sonters Down as it was not feasible for Chelmsford to maintain this if they were not also maintaining Sonters Down.

b) To discuss the recommendation of the Sonters Down Working Group that the Parish Council should terminate the current Licence to Maintain the Sonters Down play area and equipment in accordance with the terms of that Licence and to return the care and maintenance of the same to the Parks Dept of Chelmsford City Council who will then continue with their schedule of grass cutting every 3 weeks, and their inspection and repair of equipment on a 2 week cycle. The working group recommends that the required notification should be given as soon as possible so that necessary adjustments to the CCC budgets and RPC precept can be implemented. The required period of notice is 3 months.

Cllr Phillips said the proposal had come out of the meeting held with Mr Paul van Damme.

He said Chelmsford City Council were better equipped to maintain the play area.

Cllr Hart said he believed the last fee charged by the City Council was £1,800 and asked what the current costs for maintenance were.

The Clerk said Skippers Ground Maintenance were paid £1,050 for maintenance per quarter, with any other work charged on top of this.

Cllr Hart asked if there would therefore be a saving if handed back.

Cllr Phillips said he would get figures from Chelmsford City Council and the proposal would be brought back to the Council. He said he would speak to Runwell and any other identified Councils who had been in a similar position.

131-19/20 To receive a report from the Parish Council representative on the Village Hall Management Committee

Cllr Cottee reported that the new carpet had been laid and the hall was used regularly.

132-19/20 Finance

- a) 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 as listed below. Copies of bank statements and details of expenditure to date were received.

Payee	Reason for Payment	Amount
Staff costs	November salary/expenses	£891.32
RBL Poppy Appeal	Wreath	£17.00
AK Hobson	Bus shelter repair	£806.40
W & H (Romac) Ltd	Streetlight repair	£108.49
Tees	Legal fees	£621.60
Wave	Water – playing fields	£22.90
Skippers Ground Maintenance	Sonters Down	£1,050.00
EALC	Training	£12.00
S-Type Security	Security Patrols Invoice SS0084	£635.00
Total		£4,164.71

It was **agreed** that payment of £621.60 to Tees would be deferred until a response to the letter sent on 18th November 2019 detailing the Council's concerns with previous invoices had been received.

- b) To agree an amount to support parish events to celebrate the 75th anniversary of VE Day in 2020.

Signed _____
Councillor M. Fleming, Chairman

An amount of £600 to support parish events to celebrate the 75th anniversary of VE Day in 2020 was **agreed**, to be split £200 each for Rettendon, Battlesbridge and Hayes Country Park.

133-19/20 To agree the budget for the year 2020/21.

This Item was deferred to the December meeting.

The budget proposal was considered and it was decided that:

- £600 to be added in for the VE Day anniversary;
- staff costs to be split showing the components making up the figure of £15,000;
- Council equipment to be added back in at £500.

134-19/20 To agree the precept demand on Chelmsford City Council for 2020/21

This Item was deferred to the December meeting.

135-19/20 To agree the response to planning applications received since the last Parish Council meeting

19/01719/FUL - Site At The Ashes Tileworks Lane Rettendon Chelmsford - Demolish existing barn conversion and erect new two storey dwelling.

It was **agreed** that the Parish Council had no comment on this application.

19/01879/FUL - Site At Oaks Cottage Woodham Road Rettendon Wickford - Demolition of existing bungalow and replacement with two new 4 bedroom houses.

It was **agreed** that the Council would object to this application on the grounds of over-development of the site.

136-19/20 To discuss the appointment of trustees to the Richard Cannon Charity by the Parish Council

The Chairman said historically appointments to external bodies had been made at the Annual Meeting of the Council. He said the Richard Cannon charity had been included in this list and that the Chairman of the Council had been nominated by the Council.

He said this practice had continued in 2015 following the election of a new Council.

He said he had recently approached Mr Ron Fallows who had provided the charity's governing document which had been circulated to councillors. He said this document provided for the appointment of two trustees by the Parish Council, although those appointed did not have to be councillors.

Signed _____
Councillor M. Fleming, Chairman

He said appointment of trustees to the charity would be added to the December agenda and asked councillors to consider nominations and bring them to the December meeting.

136-19/20 Highways and Footpaths – to note Essex Highways Notices and receive reports from Councillors.

Cllr Phillips said he and Cllr Denise Fleming had met with Essex County Councillor Ian Grundy regarding Meadow Road.

He said he would also look at Old Woodham Road and take this issue forward.

137-19/20 Street Lighting

Cllr Dale-Evans said the lights on East Hanningfield Road were still not working.

Cllr Hart said there were two Parish Council lights out in Battlesbridge. He said he would provide the location of these lights to the Clerk so that she could ask the Council's contractor to look at them.

138-19/20 Reports from Councillors on Council activities since the last meeting

Cllr Wright said the defibrillator at the Bell public house had now been replaced and all Parish Council defibrillators were now registered with the Ambulance Service.

Cllr Hart said a sewage pipe had exploded near the Wheatsheaf discharging sewage into the nearby stream.

He said he had sorted this out through the night following no response through the Environment Agency hotline, and that the stream had been running clear in the morning.

Cllr Cottee said the Mental Health First Aid course had run and had been excellent and well-attended.

She said a group had met to discuss the cleaning of the bus shelters. She said Cllr Hart had agreed to be responsible for three shelters in Battlesbridge, Cllr Knight would take on four near the turnpike, and she and Cllr Dale-Evans would look after six in Rettendon.

She said they would test one shelter to check supplies.

She said an informal meeting had been held about the proposed Village Survey. She said they hoped to get plans in action in the new year and that they were looking at hiring the Village Hall for a consultation event prior to the survey being put together.

139-19/20 **Date of the next Parish Council Meeting: Tuesday 17th December 2019,
7.30pm at the Rettendon Memorial Hall, Main Road, Rettendon, CM3 8DP**

Signed _____
Councillor M. Fleming, Chairman