

## RETTENDON PARISH COUNCIL

Minutes of the meeting of the Council held on Tuesday 31<sup>st</sup> July 2018 at the Rettendon Memorial Hall, Main Road, Rettendon, CM3 8DP at 7.30pm

**Present:** Cllr Mark Fleming (Chair)

Cllr Chris Cheater  
Cllr Denise Fleming  
Cllr Roy Hart  
Cllr Glenys Jones  
Cllr Lance Millane  
Cllr Ray Ride

The Clerk

There were 14 members of the public present.

**57-18/19      Apologies and Reasons for Absence**

Apologies were received and accepted from Cllr Chapman.

**58-18/19      Declarations of Interest on Items on the Agenda**

Cllr Cheater declared an interest in Item 68-18/19.

**59-18/19      Public Forum – strictly 5 minutes only per speaker**

A resident referred to planning application 18/05120/TPO and said consideration should be given to TPOs. She said trees should not be cut unless dangerous.

A resident referred to a letter he had received from the Clerk. The Clerk said she would be happy to respond if the resident approached her following the meeting.

Cllr Hart referred to a planning application for St David's that had been considered by the Council. He said this had been passed and asked what the Parish Council had said. The Clerk said she would check the records and confirm to Cllr Hart.

**60-18/19      To agree the minutes of the meeting held on Tuesday 26<sup>th</sup> June 2018.**

The minutes of the meeting held on Tuesday 26<sup>th</sup> June 2018 were agreed as a true record and signed by the Chairman.

Proposed: Cllr Millane      Seconded: Cllr Jones (5 For; 2 Abstentions)

Signed \_\_\_\_\_  
Councillor M. Fleming, Chairman

**61-18/19 To receive the Essex County Councillor and Ward Councillors' reports.**

Cllr Ride said he and Cllr Millane had been working with Hayes residents regarding the latest appeal against the refusal of the application for the clubhouse. The future of the clubhouse was still in doubt and Cllrs Ride and Millane had been adding their support.

He said they were closely tracking initiatives regarding Moorlands and they believed a solution was emerging which would lead to a reduction in the activities occurring. He referred to Runwell Hall Farm and residents who were affected by the traffic. He said there had been a series of meetings forcing the pace on traffic movement plans which should have already been in place. He said he would update the Council in due course.

**62-18/19 To receive the Clerk's report**

The Clerk said she had nothing to report.

**63-18/19 Finance**

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

Invoices were authorised for payment, copies of bank statements details of expenditure to date were received.

Proposed: Cllr D Fleming      Seconded; Cllr Jones (6 For; 1 Abstention)

<b>Payee</b>	<b>Reason for Payment</b>	<b>Amount</b>
Katherine Kane	July 2018 salary/expenses	£646.90
Katherine Kane	August 2018 salary/expenses	£756.78
Rettendon Parish Hall	Meetings	£204.00
Skippers Ground Maintenance	Replacement of bollards – VAT payment	£50.00
Images	Newsletter- June/July/August	£337.00
RCCE	Renewal of membership	£72.60
Metro	Balance of grant money	£936.26
BEC Security Systems	Alarm system – Cricket Club	£1,956.00
JSC Electrical	Security Lighting – Cricket Club	£333.74
Rettendon Primary School	Donation for swimming	£1,500.00
All Saints Church	Churchyard maintenance	£750.00
Battlesbridge Free Church	Churchyard maintenance	£750.00
Skippers Ground Maintenance	Sonters Down maintenance	£180.00

Signed \_\_\_\_\_  
Councillor M. Fleming, Chairman

		<b>Total</b>	<b>£8,473.28</b>
<b>64-18/19</b>	<p><b>To agree the response to the following planning applications (all applications are available to view at <a href="http://www.chelmsford.gov.uk">www.chelmsford.gov.uk</a>)</b></p> <p>18/05120/TPO - Brent Lodge Woodham Road Rettendon Chelmsford SS11 7QW - G1 - 6 x Ash trees. - Prune by 4-5m - Reason: To avoid breaking in high winds and damaging properties.</p> <p>It was agreed to support this application.</p> <p>18/01239/FUL</p> <p>It was agreed to support this application.</p> <p>Proposed: Cllr M Fleming      Seconded: Cllr D Fleming      (Unanimous)</p>		
<b>65-18/19</b>	<p><b>To agree a response to the Chelmsford Local Plan Draft Planning Obligations Supplementary Planning Document (SPD)</b></p> <p>This motion was withdrawn.</p> <p>It was agreed to hold an extraordinary meeting of the full Council prior to the end of the consultation period to agree a response. Cllr Ride said he would look at the SPD prior to this meeting to form a proposed response.</p>		
<b>66-18/19</b>	<p><b>To review and adopt the Grant Policy</b></p> <p>The Grant Policy was reviewed and adopted.</p> <p>Proposed: Cllr D Fleming      Seconded: Cllr M Fleming      (Unanimous)</p>		
<b>67-18/19</b>	<p><b>To agree to change the date of the 2019 Annual Meeting of the Council to 14<sup>th</sup> May 2019 (to be held within 14 days of elections)</b></p> <p>It was agreed to change the date of the 2019 Annual Meeting of the Council to 14<sup>th</sup> May 2019.</p> <p>Proposed: Cllr M Fleming      Seconded: Cllr Millane      (Unanimous)</p>		
<b>68-18/19</b>	<p><b>To agree the amount of a grant to Rettendon Village Hall Management Committee</b></p> <p>Councillors asked the Clerk to contact the Village Hall Management Committee to ask for details of estimates and quotes for the work proposed.</p> <p>The Clerk said she would email the Village Hall accounts which had been received from the Hall Committee.</p>		
<b>69-18/19</b>	<p><b>To agree that all correspondence to the Parish Council is read out at full Council meetings.</b></p>		

Signed \_\_\_\_\_  
Councillor M. Fleming, Chairman

This motion was withdrawn.

**70-18/19 To agree to accept one of the quotes received for maintenance and cleaning of the Parish Council bus shelters**

Cllr Hart said that the Council should check that all bus stops are in use.

It was decided that further quotes would be sought for complete refurbishment of the bus stops.

**71-18/19 To agree expenditure of £85.00 for the Clerk to attend the Elections Course at EALC in November 2018.**

Expenditure of £85.00 for the Clerk to attend the Elections Course at EALC in November 2018 was agreed.

Proposed: Cllr Millane                      Seconded: Cllr Ride                      (Unanimous)

**72-18/19 Highways and Footpaths – to note Essex Highways Notices and receive reports from Councillors.**

Cllr Hart referred to the state of South View Road. He also referred to the proposed work on the chicanes and noted that the Council had already spent the money.

Cllr D Fleming suggested that an application for work on South View Road could be submitted through the Local Highways Panel.

**73-18/19 Street Lighting**

Cllr Hart referred to the broken light on the bridge on Hawk Hill. The Clerk confirmed this had been reported to Essex County Council.

**74-18/19 Reports from Councillors on Council activities undertaken since the meeting held on 26<sup>th</sup> June 2018.**

Cllr Jones said all necessary surveys for the Hayes post box had been undertaken and now it was just a matter of time before it was installed.

She said the trees had been trimmed on Sonters Down and the gates were being looked at, as the magnetic mechanism for closing was not working. The Clerk said she would contact the contractors about this matter.

Cllr Hart asked about the bollard and Cllr Jones confirmed it had been replaced.

**75-18/19 Date of the next Parish Council Meeting – 25<sup>th</sup> September 2018, 7.30pm at the Rettendon Memorial Hall, Main Road, Rettendon. CM3 8DP**

Signed \_\_\_\_\_  
Councillor M. Fleming, Chairman

**76-18/19 Exclusion of the Press and Public**

**Having regard to the confidential nature of the business proposed to be transacted, to agree to exclude the Press and Public pursuant to Section 1 of the Public Bodies (Admission to Meetings) Act 1960.**

It was agreed to exclude the Press and Public pursuant to Section 1 of the Public Bodies (Admission to Meetings) Act 1960, due to the confidential nature of the business to be transacted.

Proposed: Cllr Millane                      Seconded: Cllr Ride      (6 For; 1 Against)

**77-18/19 To receive an update on legal proceedings with regard to the Bell Fields charities and to agree any action necessary**

Cllrs Hart and Cheater expressed their concerns about the handling of this matter and left the meeting at this point.

The Chairman read from the barrister's Opinion and clarified the next steps of the procedure for acquiring a declaration from the Court on appointment of trustees to the Bell Fields charities for the meeting.

It was agreed that the Council would apply to the Charity Commission for permission to start proceedings. The Application, drafted by the Council's solicitor, was circulated at the meeting.

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

**78-18/19 To receive information from the Clerk**

The Clerk passed on information she had received at a meeting at Chelmsford City Council.

**79-18/19 To discuss staffing matters, including any recommendations from the Human Resources Committee, and to agree any action necessary**

Staffing matters were discussed. It was unanimously agreed that the Chairman would take action arising out of matters discussed.

The meeting closed at 9.17pm.

Signed \_\_\_\_\_  
Councillor M. Fleming, Chairman