**RETTENDON PARISH COUNCIL**

**Minutes of the meeting of the Council held on Tuesday 5th March 2019 at the Rettendon Memorial Hall, Main Road, Rettendon, at 7.30pm.**

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

 **Cllr Denise Fleming**

 **Cllr Glenys Jones**

 **Cllr Lance Millane**

 **The Clerk**

There were 19 members of the public present.

 Cllr Cheater attended the meeting but sat in the public gallery and took no part in any discussion or vote.

**185-18/19** **To receive** **Apologies and approve Reasons for Absence**

Apologies were received from Cllr Hart and Cllr Ride.

 The reasons for absence were unanimously approved.

**186-18/19 Declarations of Interest on Items on the Agenda**

There were no Declarations of Interest.

**187-18/19 Public Forum – strictly 5 minutes only per speaker**

A resident referred to the recording and keeping of the Parish Council minutes. He said he believed that the minutes agreed at Council meetings were not the ones he had been shown, and that minutes were missing. He said the minutes he had seen were not proper minutes, and were lacking in information and explanation.

The Chairman said the resident’s concerns were noted.

A resident asked for an update on the planned work for Meadow Road and South View Road.

Cllr Millane said he would seek this information.

A resident referred to the proposed change of date for the March meeting and said the Council should check the Village Hall was available.

A resident referred to the lack of street lighting at the entrance to Hayes Country Park and asked if this could be considered by the Parish Council. The resident said that the only access to a bus route for the residents was across a very busy road. He asked about the possibility of pedestrian signs warning of people crossing.

The Chairman said these could be addressed under Items 196 and 197.

A resident asked why the Parish Council was proposing to pay for a parish newsletter.

The Chairman said he believed it was reasonable to report back to residents.

A resident asked where the Council’s speaker system was.

The Chair said this was now stored at his property.

A resident asked if the Council was expecting contributions from residents towards the newsletter, and who would be editing the publication.

The Chairman said the Clerk would have the final say, and the publication would bring to everyone’s attention what had been done over the past four years.

A resident referred to the faulty streetlights at the end of East Hanningfield Road.

The Clerk said these had been reported but that she would do so again.

**188-18/19 To agree the minutes of the meeting held on Tuesday 27th November 2018.**

With the amendment to Item 135-18/19 as follows:

“18/01680/FUL - Site At Pondlands Farm Runwell Road Runwell Wickford Essex - Replacement of the existing buildings with 3 new residential single dwelling houses. - ***Support***

 Cllr Ride took no part in the discussion or the vote.”

and the strikethrough of the word “(Unanimous)” at the end of the Item, the minutes of the meeting held on Tuesday 27th November 2018 were unanimously agreed as a true record and signed by the Chairman.

**189-18/19 To agree the minutes of the meeting held on 22nd January 2019**

The minutes of the meeting held on 22nd January 2019 were agreed as a true record and signed by the Chairman.

**190-18/19 To agree the minutes of the meeting held on 11th February 2019**

The minutes of the meeting held on 11th February 2019 were unanimously agreed as a true record and signed by the Chairman.

**191-18/19 To receive the Essex County Councillor and Ward Councillors’ reports.**

There were no reports.

**192-18/19 To receive the Clerk’s report**

The Clerk said she had attended an Election Briefing at Chelmsford City Council for Parish Clerks, and that she had information and a copy of the nomination form.

**193-18/19 Finance**

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

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

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| **Payee**  | **Reason for Payment**  | **Amount**  |
| Mrs K Kane | February salary/expenses | £709.98 |
| Mrs K Kane | March salary/expenses | £678.48 |
| HMRC | Q4 PAYE/National Insurance | £270.68 |
| Information Commissioner | Data Protection Registration | £40.00 |
| Rettendon Village Hall Management Committee | Grant | £2,500.00 |
| Skippers Ground Maintenance | Sonters Down – Invoice S1631 | £1,314.00 |
| PKF Littlejohn | External Audit fee | £240.00 |
| Stanley Tee LLP | Legal Costs – Invoice 289566 | £954.00 |
| **Total** | **£6,707.14** |

**194-18/19 To agree the response to the following planning applications (all applications are available to view at** [**www.chelmsford.gov.uk**](http://www.chelmsford.gov.uk)**) and to note Planning Decisions**

18/02032/FUL - Oak Tree Farm Burnham Road Battlesbridge Wickford - Change of use from agricultural buildings to B1 (business) with associated external works. - **Support**

 19/00100/FUL - Mayphil Park Hawk Hill Rettendon Wickford - Application for the removal of condition 2 (parking area to remain available for residents to parking their vehicles at all times) of planning permission CHL/484/89(12) – **Object.**

 19/00083/FUL - Buckhatch Nurseries East Hanningfield Road Rettendon Chelmsford - Retrospective application for amendments to previously approved planning permission 15/00860/FUL, including closing of the north west elevation and the addition of a pergola and covered walkway**. – No comment.**

**195-18/19** **To agree** **expenditure of up to £200 to publish a single edition of an RPC newsletter to update residents on RPC activities**

 Expenditure of up to £200 to publish a single edition of an RPC newsletter to update residents on RPC activities was **agreed** unanimously.

**196-18/19 Highways and Footpaths – to note Essex Highways Notices and receive reports from Councillors.**

Cllr D Fleming said she would investigate the issue of pedestrian crossing signs at the entrance to Hayes Country Park.

 Cllr Millane said Essex Highways should be contacted regarding South View Road as only one pothole had been repaired. The Clerk said she would do this.

 Cllr Jones said that a new dog bin had been ordered for Old Bell Lane.

**197-18/19 Street Lighting**

Cllr D Fleming said she would investigate the issue of lighting at the entrance to Hayes Country Park.

**198-18/19 Reports from Councillors on Council activities undertaken since the meeting held on 29th January 2019.**

The Chairman thanked residents and Councillors who had helped with the recent litterpick, He said another would be held next week in Battlesbridge.

**199-18/19 To agree** **to change the date of the next Parish Council Meeting from Tuesday 26th March 2019 to Tuesday 2nd April 2019,** **7.30pm at the Rettendon Memorial Hall, Main Road, Rettendon. CM3 8DP**

It was unanimously **agreed** to change the date of the next Parish Council Meeting from Tuesday 26th March 2019 to Tuesday 2nd April 2019, 7.30pm at the Rettendon Memorial Hall, Main Road, Rettendon. CM3 8DP

The meeting closed at 8.08pm.