

RETTENDON PARISH COUNCIL

Minutes of the meeting held on Tuesday 7th February 2017 at the Rettendon Memorial Hall, Main Road, Rettendon CM3 8DP at 7.30pm

Present:

<p>Cllr Mark Fleming (Chair) Cllr Christopher Cheater Cllr Thomas Chapman Cllr Jacky Copsey Cllr Denise Fleming The Clerk</p>	<p>Cllr Roy Hart Cllr Glenys Jones Cllr Lance Millane</p>
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There were 14 members of the public present.

171-16/17 Apologies and Reasons for Absence

There were no apologies to receive.

172-16/17 Chairman's Comments

The Chairman said he would like to mention the regrettable cancellation of the Council meeting due to be held on 31st January 2017. He said this was due to the Notice of Meeting not being displayed on the Village Hall noticeboard. He said given that this could lead to the possibility of decisions taken at the meeting being open to challenge the decision to cancel the meeting had been made. He said tonight's meeting was an extra ordinary meeting of the Council with the same agenda with one additional item.

173-16/17 Declarations of Interest on Items on the Agenda

The Chairman to remind Councillors to declare any interests now and as they become evident to them during the progress of the meeting.

Cllrs D Fleming, M Fleming and Jones declared a non-pecuniary interest in Item 179-16/17 (Planning application 16/01916/FUL) due to being acquainted with the applicant.

174-16/17 Public Forum – strictly 5 minutes only per speaker

The Chairman reminded members of the public present that if they had anything to say on items on the agenda this was their opportunity to speak.

A resident referred to Item 195-16/17 and said he had not received a copy of the last newsletter in which the date would be mentioned. He asked if it would be on the noticeboard.

The Chairman said the Notice of Meeting as required by law would be posted on the noticeboard.

The resident asked if there was a reason for changing the date of the next Parish Council meeting.

Signed _____
 Cllr Mark Fleming, Chairman

The Chairman said this would be discussed under that Item on the agenda.

A resident said it appeared that the Parish website was not being updated. He asked who was responsible for putting up the Notices for meetings. He referred to councillors' declarations of interest and said he did not believe it mattered if the applicant was a personal friend of a councillor.

Cllr Copsey said she would like to apologise for not posting the Notice of Meeting and said it would not happen again.

Cllr Ride said no damage had been done. He said the decision to cancel the meeting had been taken to avoid the possibility of challenge to any decision that might have been taken. He said declarations of interest were fully available for anyone to witness. He said Cllr Copsey had apologised so the matter was closed.

The Chairman said the handover process from the previous Clerk to the current Clerk was ongoing.

The Clerk said she sent the Notice of Meetings to Mr Summerfield to add to the website as he was still administering this. She said a new website for the parish was being investigated and would be discussed later in the meeting.

The Chairman referred to Declarations of Interest and said he did not want there to be any question that any decision of the Council on planning applications was swayed by any interest.

175/16-17 To receive the Essex County Councillor and Ward Councillors' reports.

Cllr Ride said he and Cllr Millane had been aware of what was going on at the City Council. He said Cllr Millane had been meeting with officials but that following health issues he himself was now taking up the reins again. He said he and Cllr Millane were available to talk to residents, that their contact details were publicised and that they were happy to discuss any matters.

176-16/17 Clerk's Report

The Clerk said she was getting on top of the job.

She said she would be attending training at the EALC offices in Great Dunmow on Annual Parish Meetings on 22nd February 2017.

177-16/17 To agree the minutes of the meeting held on Tuesday 20th December 2016.

The minutes of the meeting held on Tuesday 20th December 2016 were **agreed** as a true record and signed by the Chairman.

Proposed: Cllr Chapman

Seconded: Cllr Millane

178-16/17 Update on progress of resolutions made at previous meetings

Signed _____
Cllr Mark Fleming, Chairman

Cllr Jones referred to the report on the kerbstones at Pond Farm, Main Road, Rettendon and said that the tracking number was 2502304.

179-16/17 To agree the response to the following planning applications (all applications are available to view at www.chelmsford.gov.uk)

16/01827/FUL – Site at Gosses Farm, Maltings Road, Battlesbridge, Wickford, Essex – Reconstruction of demolished barn with addition of windows – Re-submission of application 16/00815/FUL

It was agreed to **support** this application.

16/01916/FUL – Equestrian Centre, Mill Hill Farm, Chalk Street, Rettendon Common, Chelmsford, Essex CM3 8DE – Change of use from livery and equestrian centre to residential including demolition of existing barns and construction of 8 residential dwellings with associated parking, new crossover and stables

Cllrs D Fleming, M Fleming and Jones had declared a non-pecuniary interest in this application and took no part in the discussion.

Cllr Chapman took the chair. Cllr Ride confirmed the request for change of use was compliant with all guidelines, and that the application was not inconsistent with the Quiet Lanes Policy.

It was **agreed** to support this application. Cllrs D Fleming, M Fleming and Jones abstained.

16/01799/FUL – Forge Cottage, Woodham Road, Battlesbridge, Wickford, Essex SS11 7QL – First floor garage extension including a new external staircase

It was **agreed** to support this application.

180-16/17 To agree to register with essexinfo.net to create a new Parish Council website

It was **agreed** to register with essexinfo.net to create a new Parish Council website.

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

181-16/17 To agree to pursue the application to BHF Grant Management System for two new defibrillators

It was **agreed** to pursue the application to BHF Grant Management System for two new defibrillators

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

182-16/17 If 181-16/17 is not agreed to agree to purchase one new defibrillator for the residents of Hayes Country Park at a cost of £1557.60 (deferred from December)

An amendment to the motion was proposed as follows:

To agree to purchase one new defibrillator for the residents of Hayes Country Park at a cost of £1557.60 (deferred from December)

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

It was **agreed** to purchase one new defibrillator for the residents of Hayes Country Park at a cost of £1557.60 (deferred from December)

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

183-16/17 To agree to stop paying for the insurance for the Village Hall with effect from the 2017 renewal date

It was **agreed** to stop paying for the insurance for the Village Hall with effect from the 2017 renewal date

Proposed: Cllr Chapman Seconded: Cllr D Fleming

Cllr Copey said the Parish Council should write to the Village Hall Management Committee about the matter. The Clerk said she would do this.

184-16/17 To agree the RPC response to South Woodham Ferrers FC about their claim to have signed a lease on the Upper Bell Field.

It was **agreed** to write to the Football Club to let them know about the Parish Council's doubt about the lease and to let them know the Council was taking action to challenge it.

Cllr Hart said he would circulate the lease prior to the next Parish Council meeting.

Proposed: Cllr Ride Seconded: Cllr Millane (7 For; 1 Against; 1 Abstention)

185-16/17 To discuss the Parish Council's maintenance of the Sonters Down Play Area

The Clerk said the meeting with Paul van Damme from Chelmsford City Council to discuss the handover to the Parish Council would take place on Wednesday 15th February 2017 at the Village Hall.

Cllr Ride said the decision to take over the maintenance of the Sonters Down Play Area had been taken a long time ago. He said the Council now needed to make decisions on procurement following procedures laid down in the Standing Orders.

186-16/17 To discuss further action on the Pavilion

Further action on the Pavilion was **discussed**.

Signed _____
Cllr Mark Fleming, Chairman

187-16/17 To discuss the handover of remaining documents and paperwork from the previous Clerk to the current Clerk

The handover of remaining documents and paperwork from the previous Clerk to the current Clerk was discussed.

The Clerk will write to Mr Barry Summerfield to ask for all remaining documents to be handed over.

The Clerk will check the Document Retention Policy.

Cllr Hart said he would ring Mr Summerfield.

Cllr Cheater said that following the decision to set up a new website, security for the existing website should be considered.

188-16/17 To agree to change the date and time of the Annual Parish Meeting 2017 following research into the legality of arrangements for this Meeting

It was **agreed** that the Annual Parish Meeting would be held on Tuesday May 2nd at 7pm at the Village Hall, Rettendon at 7pm.

Cllr Jones gave an update on the Working Party's ideas for the Meeting.

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

189/16-17 Finance

- a) The RPC Financial Statements ending December 2016 were received
- b) The balances were checked against bank statements
- c) The invoice of £300 for use of the Village Hall dated 21st March 2016 was recorded
- d) The invoice from Essex & Suffolk Water for £18.55 dated 30th December 2016 was recorded
- e) The invoice from Royal British Legion for £17.00 for supply of poppy wreath was recorded.
- f) The payment of the December salary to the Clerk was recorded.
- g) Invoice no. 13958 from Images of £125.00 for the November/December issue of the Parish Newsletter was recorded.
- h) Invoice 14120 from Images of £145.00 for wheelie bin speed limit labels was recorded.
- i) All payments, the monthly financial statements, transfers, cash received, instructions and the countersigning of cheques for the above were **agreed**.

Proposed: Cllr Hart Seconded: Cllr Chapman (Unanimous)

190-16/17 To note that residents are pleased that the Parish Council is not responsible for drinking establishments in the parish.

It was **noted** that residents were pleased that the Parish Council was not responsible for drinking establishments in the parish.

Signed _____
Cllr Mark Fleming, Chairman

191-16/17 Flood Protection – to receive report from Cllr Ride

The report from Cllr Ride was **received**.

192-16/17 Highways and Footpaths – to note Essex Highways Notices and receive reports from Councillors.

Cllr Hart passed details of a broken pavement on South View Road to the Clerk.

Cllr Cheater asked if the cycle/footway/bridleway through Rettendon could be swept to prevent punctures. The Clerk will write to ECC.

Cllr Jones said that the kissing-gate on the footpath at the top of Meadow Road will be reinstated to stop churning-up of the ground.

193-16/17 Street Lighting

Cllr Hart said a light was out in Battlesbridge and he would give the Clerk details.

194-16/17 Items from Councillors

Cllr Cheater said the Boxing Day Walk organised by Mr David De'ath had passed through Rettendon with around 70 people attending. Mr De'ath had recently been unwell and Cllrs sent their best wishes to Mr De'ath for a speedy recovery.

Cllr Hart said there was surveying taking place on farmland to the south on the road to Runwell. He said this might indicate a planning application to follow.

Cllr Hart said he was opening a Disabled Sailing Association on the reservoir. He said he was looking for applicants and if anybody knew of someone who would benefit would they please pass the information on. He said he was also planning to start a Rowing Club, as rowing was a growing sport and such a club would be a benefit to the community.

195-16/17 To agree to change the date of the next Parish Council Meeting – suggested date 7th March 2017, 7.30pm at the Rettendon Memorial Hall, Main Road, Rettendon, CM3 8DP

It was **agreed** to change the date of the next Parish Council Meeting to 7th March 2017, 7.30pm at the Rettendon Memorial Hall, Main Road, Rettendon, CM3 8DP

Proposed: Cllr Millane Seconded: Cllr Jones (Unanimous)