

# LITTLE BROMLEY PARISH COUNCIL

## DRAFT MINUTES

Minutes of the Meeting of the Parish Council held on Thursday 13<sup>th</sup>  
March 2014 at 7.30pm at The Haywain, Little Bromley

In attendance: Councillor R Knott [Chairman]  
Councillor K Hatch [Vice Chairman]  
Councillor A Spall  
Councillor S Candy  
Councillor D Newton  
Karen Tarling – Minute Taker

Approximately 11 members of the public.

### 1. Apologies for Absence

Apologies were received from the police.

### 2. Members Interests

Dawn Newton declared a pecuniary interest in the cheque for the Haywain at point 6 of the agenda. Sarah Candy declared a pecuniary interest for the cheque in payment of the wreath. Anita Spall declared a non pecuniary interest as a friend of St Mary's Church.

### 3. Reports

#### 3.1. County Councillor

Report read out by Roly Knott from Carlo Guglielmi. The main points were that the budget has been agreed and council tax will be frozen this year. Partial night street lighting will start from 2<sup>nd</sup> March 2014 between 12 midnight and 5am. A trial in Maldon and Uttlesford was successful and crime fell. A new IT contract has been awarded.

#### 3.2 District Councillor

3.2.1 Councillor Neil Stock reported that he had e mailed Carlo Guglielmi regarding the mobile speed activation sign. The Highways agency are against it but previous agreement had been given for it to be trialled in Little Bromley.

3.2.2 Councillor Stock is concerned that there are hedges growing over footpaths near Shop Road and children are walking in the road. He is looking for action in cutting back the hedges.

3.2.3 The village sign at the end of Chequers Road was recently covered in graffiti and Councillor Stock was successful in requesting that the Local Authority remove it.

3.2.4 Councillor Stock has sent an e mail regarding concerns over the environmental licensing aspect of the local scrap yard and has received a positive response. This will be investigated.

#### 3.3 Parish Councillors

3.3.1 Sarah Candy reported that she had taken a photograph of Ardleigh Road during the flooding which she sent to Tendering District Council. Some repairs have now been made to the road.

3.3.2 Anita Spall reported that she had sorted through the correspondence from the ex parish councillors and there are a few shares. She is currently trying to obtain the share certificate. There were some missing documents relating to the war memorial grant but these have now been e mailed through.

#### 3.4 Police

Apologies received.

### **3.5 Marion Bromfield [PCC]**

3.5.1 Councillor Roly Knott apologised that the Parish Council had been unable to pay the £300 grant previously agreed for last year prior to tonight. A cheque was signed by the signatories of the Council and the cheque was presented.

3.5.2 Discussion took place regarding the cost of maintaining the church yards. Grass cutting and removing a fallen tree cost £1120 last year. Attempts are being made to make Little Bromley self sufficient and encouragement is given to donations and financial gifts. Steps are being taken to reduce costs and grass cutting was £345 in 2012 compared to £1135 in 2011. The Conservation Trust own St Marys Church building but Little Bromley owns the church yards. All residents have the right to be buried there. A suggestion was made to allow the older part of the graveyard to be grazed by sheep. It was also questioned whether it is possible to have a working party of volunteers who will carry out necessary work. The fence will need repainting this year.

3.5.3 The Council voted unanimously to retain the grant at £300 for the forthcoming year.

### **4. Public Participation**

4.1 A member of the public said there had been previous objection to the suggestion of allowing sheep to graze on the church yard.

4.2 Councillor Stock said he would make enquiries to see if the District Council have any legal duty to look after the church yard.

4.3 A question was raised regarding insurance cover for any volunteers that are part of the working party for the church yard. Roly Knott to investigate this.

4.4 A member of the public commented that Essex News had reported that there will no longer be closure of the junctions. There will be a speed limit of 50 mph.

4.5 There was further discussion that there is only one sign from the A120 to notify drivers that the road is narrowing. There need to be more signs as well as those relating to speed reduction.

### **5. Minutes**

#### **5.1 Minutes of the Meeting held on 14<sup>th</sup> November 2013**

Apologies were given that these were not signed in January.

Anita Spall moved that these be approved as a correct record and this was seconded by Sarah Candy and agreed by all Councillors.

#### **5.2 Minutes of the Meeting held on 16<sup>th</sup> January 2014**

##### **5.2.1 Amendments**

Anita Spall advised that item 3 required amendment in that the cheque for £75 for The Haywain bounced due to difficulties with the bank account and charges were incurred. The cheque to The Haywain is now £102. This also needs to be amended on the agenda for the meeting on 13<sup>th</sup> March 2014.

##### **5.2.2 Insurance**

A reduced amount will be payable this year due to the fact that there is no fire work display.

5.2.3 No response has been received from the previous Parish Council Chairman regarding missing documents.

##### **5.2.4 Street Lighting**

There had been no objection to the street lighting being switched off and therefore this will be done.

Ken Hatch moved that these be approved as a correct record and this was seconded by Anita Spall and agreed by all Councillors.

#### **5.3 Minutes of the Meeting held on 20<sup>th</sup> February 2014**

Roly Knott advised that this may be the last year that the Parish Council could change the precept and therefore it was considered preferable to err on the side of caution and allow a

small buffer in case of unexpected expenses. Therefore the precept will be £2500 which is £1100 less than last year.

#### **5.3.1 Responsible Officer**

Anita Spall will take over duties as Responsible Officer for the time being.

Ken Hatch moved that these be approved as a correct record and this was seconded by Anita Spall and agreed by all Councillors.

#### **5.4 Matters arising from the Minutes**

##### **5.4.1 Replanting of Jubilee Tree**

Anita Spall reported that the tree is doing ok. It is currently lying flat and they will try to stake it up.

##### **5.4.2 Village Lamp Post**

Electricity Company can switch it off but it will cost £174 + VAT and as such the Council will not be pursuing this further.

A member of the public enquired whether there would be a standing charge even if lamp was switched off.

##### **5.4.3 E On**

E On have suggested that the Parish Council describes itself as a micro business since there are financial benefits. Anita Spall has registered the Council accordingly.

#### **6. Financial Update**

Anita Spall advised that the balance is not yet 100% confirmed because she did not have all bank statements but as at 30<sup>th</sup> January 2014 it was £3669.81. After cheques to be paid this would leave £1072.52. The war memorial fund has £520.32 and the precept account has a surplus of £552.32.

Cheques were then signed by Council signatories for The Haywain - £102; Sarah Candy - £17; E On Electricity - £13.76; Grass Cutting PCC - £300 and Peacock Management - £10.

##### **6.1 Telephone/Online Access to the Bank Account**

Discussion took place regarding the fact that it would make things easier for the Parish Councillors.

Anita Spall proposed that this be agreed and was seconded by Dawn Newton and agreed by all Councillors.

#### **7. To agree the Internal Auditor terms of reference**

Roly Knott thanked Karen Tarling for drafting the terms of reference.

Sarah Candy proposed that these be accepted and this was seconded by Anita Spall and agreed by all Councillors.

#### **8. Report from Footpath Warden**

8.1 Bob Barrett reported that he had met with Andrew Fairley and now has a better understanding of who owns what land. Some footpaths near Tabor Farm need to be reinstated and he has sent e mails to the land owners. If no response is received within one week, Bob is to raise this with the Parish Council.

8.2 Lots of footpath signs are vandalised or missing and Bob will work on logging them and raising this with Carlo.

#### **9. Update on Horsley Cross**

Roly Knott summarised that the Parish Council felt that Tendering District Council had not followed due process by voting at full council to remove the focussed changes. The Parish Council had sent a complaint to the Ombudsman but has been advised that complaints need to be made by individuals in order for them to investigate. Roly is meeting with two individuals shortly to see if they would be willing to raise a complaint with the Ombudsman. In the meantime Horsley Cross still has planning permission for development.

#### **10. Update on War Memorial**

Ken Hatch advised that no work has started on the memorial due to bad weather but will be

starting soon.

#### 11. Update on Speed Activation Sign

Dawn Newton reported that she has had a petition which residents have signed and has also received letters of support which were sent to Carlo today. He is attending a meeting this evening at the Highways Agency and we will await his feedback.

#### 12. Correspondence

12.1 Anita Spall went through the correspondence received and invited the public to view it.

12.2 On 16<sup>th</sup> May a charity fish and chip supper will be organised at The Haywain

12.3 Roly has received correspondence against nuisance bonfires. Roly advised that there is no law against having a bonfire but there are laws for nuisance. A householder may not dispose of household waste if it causes pollution or harm to people's health. An abatement notice may be obtained if it becomes a nuisance and to constitute a nuisance it must happen frequently.

#### 13. Any Other Competent Business

13.1 Discussion that it would be helpful to have a list of local residents who can be called on in an emergency for various tasks. The names and contact details will be held confidentially. Dawn Newton offered to hold a copy of the list at The Haywain. Sarah Candy offered that a list could be held in the shop and Roly Knott will keep a third list. Discussion took place regarding placing an advert asking for volunteers.

#### 13.2 30 mph Speed Limit

Carlo has sent a new form in order that the Parish Council can start the process again.

#### 13.3 Planters

Roly Knott suggested that 3 large planters are placed in the village. Deans will provide the compost. The planters may need a fence panel around them. The cost of the 3 planters is £150; fence panels may amount to £40 and compost is £100, giving a total of £290. Anita Spall proposed that this is placed on the Amentities Group agenda for the meeting on 7<sup>th</sup> April to see if the group is willing to fund this project.

#### 14 Public Participation

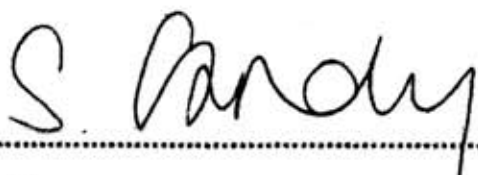
No further questions

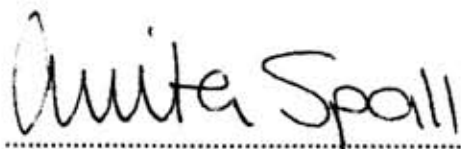
The Meeting closed at 9pm.

Draft minutes approved for publication on 17<sup>th</sup> March 2014



..... Chairman







..... Vice Chairman

