

# BULMER PARISH COUNCIL

9<sup>TH</sup> JANUARY 2017

DEAR COUNCILLOR

YOU ARE SUMMONED TO ATTEND THE FORTHCOMING MEETING OF BULMER PARISH COUNCIL TO BE HELD AT BULMER VILLAGE HALL, AT 7.45 P.M. ON MONDAY 15<sup>TH</sup> JANUARY 2018 FOR THE PURPOSE OF TRANSACTING THE BUSINESS SHOWN IN THE AGENDA. THE PUBLIC AND PRESS ARE WELCOME TO BE PRESENT.



DIANE JACOB  
CLERK & RESPONSIBLE FINANCIAL OFFICER OF THE COUNCIL

## AGENDA

ITEM	PRESENTER	SUBJECT	STATUS
18/010	CHAIRMAN	<b>Welcome and Apologies of Absence.</b>	DECISION
18/011	ALL MEMBERS	<b>Declaration of Interests.</b> To receive any disclosable pecuniary interests or non-pecuniary interests, or interests relating to items on the agenda. Members of the council are subject to the Local Authorities Code of Conduct as adopted in May 2016.	DECISION
18/012	CHAIRMAN	<b>Public Participation Session with respect to items on the agenda and other matters that are of mutual interest.</b> Councillors are no longer permitted to make representation in the Public Forum if they have Disclosable Pecuniary Interests and /or other Pecuniary Interests on any items on the agenda as stated in the adopted Code of Conduct. The maximum time allowed for the public to participate, as stated in the Bulmer Parish Council Standing Orders, is 15 minutes in total with each person being invited to speak for a maximum of 3 minutes. At the close of this item members of the public will no longer be permitted to address the council unless the Chairman deems it appropriate and adjourns the meeting.	INFORMATION
18/013	CHAIRMAN	<b>County Councillor David Finch &amp; District Councillor Wendy Scattergood to address the members if present.</b>	INFORMATION
18/014	CHAIRMAN	<b>Minutes.</b> To confirm the minutes of the Parish Council meeting held on 20 <sup>th</sup> November 2017. <b>Note Amendment</b> to item 17/168 Item 1 as follows: - To refund Bulmer Grazing £600.00, by deduction from invoices due in September for year 2018, 2019, 2020 and 2021 of £150.00 per year in line with the five-year contract.	DECISION
18/015	ALL MEMBERS	<b>Budget/Precept 2018-2019.</b> Item 1 - To set the budget for 2018/2019. Item 2 – To set the precept for 2018/2019.	
18/016	ALL MEMBERS	<b>Annual Parish Assembly 2018</b> To confirm the Annual Parish Assembly for 2018 has been scheduled to take place on 30 <sup>th</sup> April 2017 Start Time 7.30pm.	INFORMATION
18/017	ALL MEMBERS	<b>Auditors 2017/2018 Accounts.</b> <b>Item 1.</b> To consider to appoint an internal auditor for the financial year of 2017/2018. <b>Item 2.</b> To decide if Bulmer Parish Council wish to declare themselves" exempt authority". <b>Item 3.</b> Instruct the Clerk/Responsible Financial Officer to complete the exemption form which will be in the pack sent in March from PFK Littlejohn.	DECISION
18/018	CLLR. C. BENNETT	<b>Payroll Service Provider.</b> To consider to appoint a new payroll provider.	DECISION
18/019	ALL MEMBERS	<b>Allotments.</b> Item 1. To consider quotes for a second water pipe. Item 2. Greenhouse with toughened glass, request, agreement will need amending if approved.	DECISION
18/020	CLLR.P.BENNS	<b>Broadband.</b> <b>Item 1.</b> To consider feedback from Bulmer Tye residents, regarding letter and map sent out in November 2017. <b>Item 2.</b> To consider acting as the legal entity for any future contract with BT.	INFORMATION/ DECISION

<b>18/021</b>	CLLR.P.BENNS	<b>Insurance 2018.</b> Update, discuss and agree the terms, assets and values to be insured for the year 2018/2019 <b>Item 1.</b> To consider and confirm acceptance of asset register (items owned by Bulmer Parish Council) <b>Item 2.</b> To consider and confirm acceptance of asset register (for Insurance purposes)	DECISION																																	
<b>18/022</b>	ALL MEMBERS	<b>Freedom of the Village.</b> To consider offering Peter Fulcher the Freedom of the village for work carried out within the local community.	DECISION																																	
<b>18/023</b>	ALL MEMBER	<b>Noticeboards.</b> To elect a councillor from Bulmer Parish Council to take full responsibility for displaying notices on the three notice boards, including agendas, draft minutes, etc, and notices from BDC, ECC and local organisations to ensure that notices are displayed by the correct dates and to hold keys, which also includes the village hall key. If the Councillor fails to advertise the meeting properly, then the Clerk will not be held liable for a meeting being called without proper notice.	DECISION																																	
<b>18/024</b>	CLLR. C. LEIGH	<b>Coe's Meadow report.</b> Update.	INFORMATION/ DECISION																																	
<b>18/025</b>	ALL MEMBERS	<b>Financial Matters.</b> 1) Financial Statement for December/January/February (Items to be approved for payment and signed as per payment schedule). <table border="1" data-bbox="391 790 1289 1155"> <thead> <tr> <th>DESCRIPTION</th> <th>CHEQUE NO.</th> <th>TOTAL</th> </tr> </thead> <tbody> <tr> <td>Wave (Anglian Water Allotments Sep-Dec 2017)</td> <td>DD</td> <td>22.75</td> </tr> <tr> <td>Wave (Anglian Water Coes Meadow Sep-Dec 2017)</td> <td>DD</td> <td>13.32</td> </tr> <tr> <td>Mrs D. Jacob Salary for January</td> <td>SO</td> <td>305.85</td> </tr> <tr> <td>Mrs D. Jacob Salary for February</td> <td>SO</td> <td>305.85</td> </tr> <tr> <td>Essex Pension Fund (for January)</td> <td>SO</td> <td>75.28</td> </tr> <tr> <td>Essex Pension Fund (for February)</td> <td>SO</td> <td>75.28</td> </tr> <tr> <td>Wayman &amp; Long (Solicitors Inv.No. 4032)</td> <td>101425</td> <td>309.00</td> </tr> <tr> <td>Philip Liverton Ltd Inv.No. 41070</td> <td>101427</td> <td>360.00</td> </tr> <tr> <td>Top Marques Direct (Inv.No. 7069 &amp; 7199)</td> <td>101428</td> <td>133.92</td> </tr> <tr> <td>Mrs D. Jacob (Expenses for December/January)</td> <td>101429</td> <td>146.32</td> </tr> </tbody> </table> 2) Balance in Hand.	DESCRIPTION	CHEQUE NO.	TOTAL	Wave (Anglian Water Allotments Sep-Dec 2017)	DD	22.75	Wave (Anglian Water Coes Meadow Sep-Dec 2017)	DD	13.32	Mrs D. Jacob Salary for January	SO	305.85	Mrs D. Jacob Salary for February	SO	305.85	Essex Pension Fund (for January)	SO	75.28	Essex Pension Fund (for February)	SO	75.28	Wayman & Long (Solicitors Inv.No. 4032)	101425	309.00	Philip Liverton Ltd Inv.No. 41070	101427	360.00	Top Marques Direct (Inv.No. 7069 & 7199)	101428	133.92	Mrs D. Jacob (Expenses for December/January)	101429	146.32	DECISION
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<b>18/026</b>	CLLR.RAYMOND	<b>Plough Green</b> To consider maintenance to the monument on Plough Green.	INFORMATION/ DECISION																																	
<b>18/027</b>	ALL MEMBERS	<b>Training at EALC (Essex Association of Local Councils).</b> To consider Cllr.S. Buchanan to attend the following at a cost of £85.00 per day Chairman's Day one on 23 <sup>rd</sup> May Chairman's Day two on 19 <sup>th</sup> June Chairman's Day three on 10 <sup>th</sup> July	DECISION																																	
<b>18/028</b>	ALL MEMBERS	<b>Planning Matters.</b> <b>Ref:</b> 17/02108/FUL Erection of replacement porch and rear dormer window <b>Ref:</b> 17/02306/FUL & 17/02307/LBC Mulberry Tree Cottage Bulmer Street Bulmer Essex CO10 7EP Erection of outbuilding <b>To consider any other applications received.</b>	DECISION																																	
<b>18/029</b>	CLERK	<b>Clerk's Report.</b> Distributed to Parish Councillors any queries arising.	INFORMATION																																	
<b>18/030</b>	ALL MEMBERS	<b>To Excluded the press and public.</b> Public Bodies (Admission to Meetings) Act 1960 'That the public be excluded from the meeting during consideration of Agenda Item 18/031. on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business subject to the public bodies admission to meetings Act 1960 Section 1 Sub-section 2. Resolution to exclude the press and public.	DECISION																																	
<b>18/031</b>	ALL MEMBERS	<b>Personnel Committee.</b> Update and recommendations to Parish Council members.	DECISION																																	
<b>18/032</b>	ALL MEMBERS	<b>Date of Next Meeting.</b> <b>20<sup>TH</sup> MARCH 2017</b>	INFORMATION																																	

**Please note that following the publication of the Openness of Local Government Regulations 2014, members of the public can record and publish audio and video records of this meeting. If you wish to attend the meeting, but do not wish to be recorded doing so, please contact the clerk for guidance.**

This Notice was issued by:

Mrs Diane Jacob

Parish Clerk & Responsible Financial Officer of the Council

5 Crocklands, Greenstead Green, Halstead, Essex. CO9 1QY

Bulmer Parish Council