

LATCHINGDON PARISH COUNCIL

**Minutes of the Parish Council Meeting held on
Thursday 28 June 2018 at 7.00 pm in the Parish Room,
The Village Hall, Burnham Road, Latchingdon, Essex**

PRESENT: Cllr Lynn Robinson (Vice Chair), Cllr Graham Rogers and Cllr Jacqueline Ruocco

In attendance: Nikki Harman

1. ELECTION OF REPRESENTATIVES.

- a. **Public Transport** – Cllr Rogers confirmed his acceptance
- b. **Flood Management** - Cllr Rogers confirmed his acceptance

2. APOLOGIES

Cllr Dale Symons, Cllr Gill Winsor (personal commitments), District Councillor Bob Boyce and District Cllr Beverley Acevado.

3. MINUTES OF THE MEETING(s)

The minutes of the Parish Council meeting held on 07 June 2018 were reviewed and approved and signed by the Vice Chair.

4. DECLARATIONS OF INTEREST

None declared at this point in the meeting.

5. CO-OPTION OF PARISH COUNCILLORS

No interest after advertising in the Parish News.

6. ACCEPTANCE OF OFFICE

Councillors in a role signed acceptance of office. GW and DS to sign at next meeting.

7. PUBLIC SESSION

No members of the public.

8. DISTRICT COUNCILLOR'S REPORT

No district representative present or report sent.

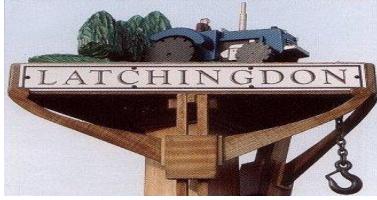
9. CLERK'S REPORT.

Various actions were noted.

Signed..... *Lynn Robinson*
Cllr Lynn Robinson
Vice Chair

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10. HIGHWAYS AND TRANSPORT REPORT

- a) Manhole cover reported to ECC faulty outside 20/22 The Street.
- b) No update at this time for transport.
- c) No update at this time for flooding.
- d) No update from Local Highways Panel.

11. PLANNING

The Planning meeting followed the Parish Council meeting.

12. LATCHINGDON SOUTH DEVELOPMENT

- a) DS sent last minute apologies so no update given. Agreed, as no further forward, to contact DS and propose Ben Downie as Project Manager and forfeit the cost. Otherwise the project will run the risk of never getting started and the Parish to loose out on the S106 funding.
- b) No update or report given regarding VH plans and specifications.
- c) Council unsure the position of the drainage and Fields in Trust permission to go ahead. To chase DS with any developments.
- d) Public Consultation. Clerk to set up online Survey Monkey and next meeting to decide what the Members are going to ask community and how to raise community awareness of survey. Time frame needs to be clarified at next meeting. LR to set up a 2hr consultation at the VH on Saturday in August/September.

13. PARISH PATHS

Cllr Robinson is to produce a user friendly A3 sheet to go on the web and notice boards for people to follow. LR will also be contacting the Housing Association by the footpath to the fields from the Street as the trees needs to be pruned along the boundary footpath and this is not for the Parish to pay for.

14. ALLOTMENTS

Council noted the following from the Clerk:

- a) There is no current waiting list.
- b) There is 1 available plot

Clerk asked to investigate the plot with hard standing.

15. CORRESPONDENCE

Correspondence received noted.

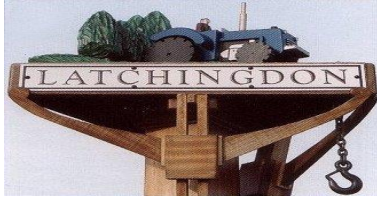
16. FINANCE/PAYMENT OF ACCOUNTS

- a. The payments and receipts were reviewed, accepted, agreed and signed for the month of June 2018 - approved.

Signed..... *Lynn Robinson*
Cllr Lynn Robinson
Vice Chair

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17. TRAINING

No update.

18. DISCUSS AND DECIDE WHETHER COUNCILLORS SHOULD HAVE A DESIGNATED EMAIL ADDRESS FOR COUNCIL BUSINESS AND CEASE USING PERSONAL EMAIL ADDRESS.

After discussion about the protection and privacy it would give members it was agreed for the Clerk to look into this and action.

19. VILLAGE HALL AND KING GEORGE V PLAYING FIELD AND POND

- a. More quotes to be obtained for deep cleaning of the VH.
- b. Rubbish has not been put out front for refuse collection. LR to get a quote to remove all rubbish and chase MDC to ensure the VH is on the rota for collection.
- c. This section has not been minuted because it was about personnel issues.
- d. Agreed for the Clerk to obtain quotes for the refurbishment of the village notice boards.
- e. Clerk to get quotes for painting of village benches and possibly seek help with the Youth pay back team.

20. MEMBERS REVIEWED AND AGREED NEW GDPR POLICY

21. MEMBERS REVIEWED AND AGREED NEW STANDING ORDERS POLICY

22. TO UPDATE MEMBERS ON MEETINGS ATTENDED NOT SHOWN AS A SEPARATE AGENDA ITEM OR MEETING TO BE ATTENDED.

LR sent apologies to Almhouses. No other meetings attended.

21. DATE OF NEXT MEETING

27 July 2018 7.00 p.m.

Meeting ended at 8.10 p.m.

Signed..... *Lynn Robinson*
Cllr Lynn Robinson
Vice Chair

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Dated: Thursday 27 July 2018

Parish Clerk – Mrs Nikki Harman -Parish Office
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