

LATCHINGDON PARISH COUNCIL

**Minutes of the Parish Council Meeting held on
Thursday 27 July 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, Cllr Gill Winsor and Cllr Jacqueline Ruocco

In attendance: Nikki Harman

1. APOLOGIES

Cllr Dale Symons, (personal commitments)

2. MINUTES OF THE MEETING(s)

The minutes of the Parish Council meeting held on 28 June 2018 were reviewed and approved and signed by the Vice Chair.

3. DECLARATIONS OF INTEREST

None declared at this point in the meeting.

4. CO-OPTION OF PARISH COUNCILLORS

No interest after advertising in the Parish News.

5. ACCEPTANCE OF OFFICE

Councillors in a role signed acceptance of office.

6. PUBLIC SESSION

No members of the public.

7. DISTRICT COUNCILLOR'S REPORT

No district representative present or report sent.

8. CLERK'S REPORT.

Various actions were noted.

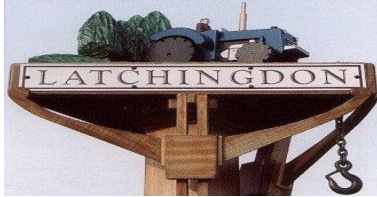
9. HIGHWAYS AND TRANSPORT REPORT

- a) No current defects reported.
- b) No update at this time for transport.
- c) No update at this time for flooding.
- d) No update from Local Highways Panel.

Signed *Lynn Robinson*
Cllr Lynn Robinson
Vice Chair

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10. PLANNING

The Planning meeting followed the Parish Council meeting.

11. LATCHINGDON SOUTH DEVELOPMENT

- a) Cllr Symons was not at meeting to give update. Councillors present agreed the way forward was to ask Ben Downie from Inkpen Downie to take a lead in Project Management, after Clerk speaks with Cllr Symons.
- b) It was noted to get dates of public engagement consultation to Cllr Robinson in the next few weeks.

12. ALLOTMENTS

Council noted the following from the Clerk:

- a) All 8 leases have now been filled and no current waiting list.
- b) Cllr Symons to look at security gates and fix realignment.
- c) Council objected to leaseholder wanting to strip public areas for a fee from the Council.

13. CORRESPONDENCE

Correspondence received noted.

14. SOUTHMINSTER PARISH COUNCIL'S CONTRIBUTION TO THE HALLOWEEN PARTY IN THE PARK WAS REFUSED BECAUSE NOT MANY RESIDENTS BENEFIT FROM LPC.

15. FINANCE/PAYMENT OF ACCOUNTS

- a. Reviewed, agreed and signed payments and receipts for July 2018
- b. Noted the 2017/2018 has been recorded delivered to external auditor.
- c. Signed the Barclays bank mandate Cllr LR, GR and to note the Clerk still has access via previous clerks admin security.
- d. Considered and agreed the 5 year contract with A&J lighting solutions. Contract to start 12/08/18.

16. TRAINING

No update. Cllr Robinson to attend Planning Training 15/09/2018.

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

- a. Committees to follow this meeting.

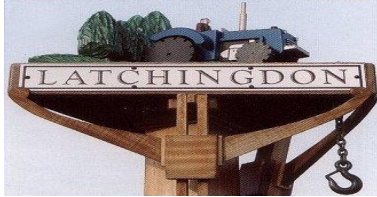
18. REVIEW AND AGREE RISK ASSESSMENT

- a. Councillors took hardcopy home to review for September meeting.

Signed *Lynn Robinson*
Cllr Lynn Robinson
Vice Chair

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19. REVIEW AND AGREE FINANCIAL REGULATIONS POLICY.

- a. Clerk confirmed awaiting a piece of information and therefore rolled to September LPC.

20. COUNCILLORS NOTED CLERK'S ANNUAL LEAVE AT THE END OF AUGUST.

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

LR sent apologies to Almhouses. It seems these tend to be Saturdays so LR will not attend if on a Saturday. No other Cllr volunteered to represent LPC. No other meetings attended.

21. DATE OF NEXT MEETING

27 September 2018 7.00 p.m.

Meeting ended at 8.20 p.m.

Signed *Lynn Robinson*
Cllr Lynn Robinson
Vice Chair

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Parish Clerk – Mrs Nikki Harman -Parish Office
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