

# SHALFORD PARISH COUNCIL

Clerk to the Council: Mrs Cathryn Carlisle  
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Minutes of the meeting held on the 20<sup>th</sup> June 07 at Shalford Village Hall at 8.00pm

Present Alan Oates Chairman

Andrew Hull

Dave Isbell

David Eversden

John Phipps

Jenni Harrison

Tony Bedding

Cathryn Carlisle Parish Clerk

## Public Forum

A Pathway from Hulls Lane to the bridge near the mill was suggested, as the road is dangerous to walk along. This suggestion is to be looked into and discussed at the next meeting.

**07/25 Declaration of interest none**

**07/26 Apologies none**

**07/27 Minutes from the last meeting we approved & signed**

### **07/27a Matters arising on minutes**

07/21 The resurfacing (crushed clinker) Green Lane (Park End Lane) from Corkers to Hunts Farm has been completed.

07/1 Grants information from BDVSA has been passed to Cllrs Andrew Hull and David Eversden who will pass this on to the Village Hall Committee. Andrew Hull who will be taking over from David Eversden as Parish Council representative later in the year. **AH/DE**

Stoneley Park is not disabled friendly/unsuitable access and the condition of the path is of some concern. Cllr Phipps to speak to Braintree Open Spaces Committee and clerk to write to ECC regarding Signage and Publicity **JP/Clerk**

09.2 Amenity Hedge still has not been cut; follow-up **AO**

### **07/28 Roles and Responsibility Course Update**

The course was very enlightening and there are a few things that we need to take into consideration over the next few months.

07/28.1 The is that the Clerk is the only person who should write official correspondence.

**07/29 Finance**

07/29.1	£170.00	Clerks Salary	200832
07/29.2	£18.00	BALC	200829
07/29.3	£35.44	Allianz	200833
07/29.4	£135.00	EALC	200828
07/29.5	£12.99	Jenni Harrison Stationery	200825
07/29.6	£116.00	Shalford Village Hall	200826
07/29.7	£110.00	Contact Reprographics Printing	200827
07/29.8	£567.50	Bramleys	200831
07/29.9	£57.43	Braintree DC	200830

Payments were agreed.

07/29.10 Financial Figures Were Approved and Signed ready for Audit on the 29<sup>th</sup> June.

07/29.11 Our internal auditor, Mal Hanley, has expressed his disquiet at the previous practice of paying an allowance for expenses and salary to the Parish Clerk.

This has been examined in depth and travelling expenses for the new Clerk are being paid on a mileage basis at EALC rates. In practice, this has been found to make very little difference to the amount paid and it should be noted that a P35 has to be completed, which includes allowances.

Previously, the clerk used one room of her house for the storage of the PC papers and the copier and used her own computer equipment. An allowance was made for this although no record of this agreement could actually be found. This has been discontinued as the papers are now stored in the village hall, a laptop has been purchased and the printer, previously purchased, transferred to the new Clerk.

On this basis the Parish Council has agreed to ratify the four quarterly expenses claims for the year 2006/2007. This was agreed by all Councillors present.

## 07/30 Footpaths

07/30.1 Shalford Map update

The draft map is pretty well complete. The most difficult bit is what to put on the reverse side of the map. Felsted have produced a map and Cllr Oates has asked for a copy. The next thing to do is speak to Ordnance Survey with regards to the fee for using their data. **A/O**

07/30.2 Grass Cutting

BDC cuts Clifffield and Broome Close Villas every 2 to 3 weeks

Clerk to get a quote from Brambles with regard to cutting the triangle at the village hall, the triangle (at the turning to Panfield) and Whitehill. Also a quote for cutting specific footpaths and grass verges. **Clerk**

Cllr Oates to ensure that the local offer for cutting the triangle at the VH is cancelled first. **A/O**

07/30.3 Footpath signs

The sign at Reding Brook is still down.

The stile at Water Hall Lane is missing. Cllr Oates to speak to P3. Do we need a stile there or something else or nothing perhaps? It was suggested that we need a working party help with this project.

AO/Clerk

#### **07/31 Planning**

07/31.1 07/01062/FUL The Pent House single storey extension

07/31.2 07/01017/FUL Brambles Erection of extension being looked at.

Planning Results

07/31.3 07/00513/LBC Little Martins- Granted

07/31.4 07/00697/FUL Ewenbridge Farm - Granted

#### **07/32 Highways & Transport**

07/32.1 Victoria Hill & Pod Brook no update

07/32.2 Road Signs Clerk to write to Highways to get confirmation of the where we are regarding the replacement signs.

Clerk

#### **07/33 Standing Orders**

Clerk to send Cllr Harrison a Copy. Cllrs are to read the standing orders before the next meeting. Any suggestions please bring to the next meeting.

Clerk/All

#### **07/34 Code of Conduct**

The new code of conduct was adopted and we opted in for 12.2.

Members of the public, who wish to address the Parish Council meeting other than at the public forum, must put their intentions in writing to the clerk for the item/s to be put on the agenda.

#### **07/35 Cluster Meeting**

Is to be held on Thursday 12<sup>th</sup> July 07 at 7.30pm at Shalford Village Hall. Since Cllr Oates will be on vacation, Cllr Phipps will chair the meeting.

JP

#### **07/36 Village Hall & Committee**

Len Butcher is standing as chairman at the moment.

Jane Mills is Booking Clerk

Samantha Curran is Secretary

07/36.1 We have now received 2 quotes for work to be carried out at the Village Hall and still need one more before a decision can be made.

DE/AH

#### **07/37 Speed Watch**

Cllr Isbell gave a short report on the speed watch scheme and informed us that he has 4 people enlisted to help with this scheme. Any one wishing to join this team of people, please contact the clerk or Cllr Isbell so we can arrange training.

DI

#### **07/38 Affordable Housing**

Cllr Harrison and Cllr Phipps are to draft a letter to RCCE to inform them that the RCCE/Circle Anglia plans for affordable housing in Shalford have been rejected. The letter should bring out the points that:

There are major concerns over the proposed site location.  
The financial package available from Circle Anglia was not acceptable to younger members of the community.  
The ownership succession, when owners move on, did not appear to favour Shalford residents.  
The need for people wishing to rent to be on a housing list.

Further discussion with in the PC will be needed on other potential schemes. **All**

**07/39 Any other business**

The main road near the amenity site gets blocked when skips are being moved about also at the weekend with the volume of traffic. Mr Harris who lives next to the site has problems getting out of his drive. It was suggested that he write to Essex County Council Highways Department, regarding this matter. The Clerk will also write to Highways with suggestion of putting Keep Clear marked on the road? **Clerk**

**07/39.2 Rats**

Rats have been report in the area of the school houses.

**DI**

**07/40 Date of the next meeting 18<sup>th</sup> July 07, 8.00PM**

**07/41 Meeting closed at 10.30pm**

Signed .....

Dated .....