

# WORMINGFORD PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON THURSDAY 8<sup>TH</sup> NOVEMBER 2018

IN WORMINGFORD VILLAGE HALL, AT 7.00 P.M.

In the Chair: Cllr. Bentley  
Present: Cllrs Boyce, Evans, Fenn, Grimsey, Hearne  
Clerk: Mrs. Cook  
Also Present Two members of the public

19/001	<p><b><u>WELCOME, APOLOGIES FOR ABSENCE</u></b></p> <p>Cllr Bentley welcomed everyone to the meeting. Cllr Chapman sent his apologies.</p>
19/002	<p><b><u>DECLARATION OF INTERESTS</u></b></p> <p>Cllr Hearne declared a pecuniary interest in planning application 182483 due to owning the property. Cllrs requested to the Clerk that a dispensation regarding the budget and precept is made in order to participate and vote. The Clerk granted a dispensation.</p>
19/003	<p><b><u>PUBLIC PARTICIPATION SESSION WITH RESPECT TO ITEMS ON THE AGENDA AND OTHER MATTERS THAT ARE OF MUTUAL INTEREST</u></b></p> <p>No members of the public wished to speak.</p>
19/004	<p><b><u>WARD &amp; COUNTY COUNCILLORS TO ADDRESS THE MEMBERS IF PRESENT</u></b></p> <p>Cllr Chapman was not present.</p>
19/005	<p><b><u>CONFIRMATION OF MINUTES</u></b></p> <p>19001 RESOLVED that the minutes of the meeting held on Thursday 8<sup>th</sup> November 2018 were a true record of the meeting and were signed by the Chairman.</p>
19/006	<p><b><u>PLANNING APPLICATIONS</u></b></p> <p>1) <b>PLANNING APPLICATION: 182902. GREGORY AND CARD, UNITS 5 &amp; 6 FORDHAM ROAD, WORMINGFORD, CO6 3NS. PROPOSED CHANGE OF USE FROM B1 USE TO B2 AND B8 USES.</b></p> <p>19002 RESOLVED that the Parish Council make the following comments to Colchester Borough Council regarding this application: "question whether the change of use from B1 to B2 &amp; B8 is necessary for PM Tech Automation &amp; Consumables of Colchester to move into the premises as it is concerned about the change of use for further companies going forward and the possible effects for neighbouring amenity. The Parish Council view that B1 use is more appropriate near residential properties. The Parish Council would also like the Planning Department to take into consideration the neighbours comments when considering this application."</p>
19/007	<p><b><u>PLANNING APPLICATION UPDATE</u></b></p> <p>1) <b>PLANNING APPLICATION: 182483. THYME HOUSE, 1 LONDON LAND COTTAGES, CHURCH ROAD, WORMINGFORD, COLCHESTER, CO6 3AE.</b></p> <p>The Clerk confirmed that this application had been withdrawn.</p> <p>2) <b>PLANNING APPLICATION: 182496. BOWDENS COTTAGE, BOWDENS LANE, WORMINGFORD, CO6 3BA.</b></p> <p>The Clerk confirmed that this application had been granted conditional approval.</p>

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	<p>3) <b>PLANNING APPLICATION: 182217. ESSEX &amp; SUFFOLK GLIDING CLUB WORMINGFORD AIRFIELD, FORDHAM ROAD, WORMINGFORD, COLCHESTER.</b></p> <p>The Clerk confirmed that this application was taken to planning committee and had been granted conditional approval.</p> <p>4) <b>PLANNING APPLICATION: ESS/09/18/COL. COLCHESTER SKIP HIRE, LAND AT GREENACRES, PACKARDS LANE, WORMINGFORD.</b></p> <p>The clerk confirmed that no decision has yet been made by Essex County Council.</p> <p>5) <b>PLANNING APPLICATION: 181718. PAUL FLATMAN FARMS, PACKARDS LANE, WORMINGFORD, COLCHESTER, CO6 3AH.</b></p> <p>The Clerk confirmed that this application had been withdrawn.</p>												
19/008  19003	<p><b><u>FAIRFIELDS FARM</u></b></p> <p>An email had been received from Colchester Borough Council confirming that the new odour control system would be put into operation next week. Cllrs commented on the current odour and reports of working outside of hours.</p> <p><b>RESOLVED that the Clerk write to Colchester Borough Council to ask how the new system will be assessed/monitored before additional hours of working are agreed.</b></p>												
19/009	<p><b><u>REC TRUST</u></b></p> <p>The Rec Trust confirmed that they had not been successful in the CIF application for the lawn cutter. It was confirmed that £2,900 was still owed.</p> <p>Councillor Bentley requested to look at the historic Rec Trust files. This would be arranged outside the meeting.</p>												
19/010	<p><b><u>ESSEX POLICE &amp; FIRE CONFERENCE</u></b></p> <p>Cllr Grimsey confirmed that she had attended the Essex Police and Fire Conference and gave a brief report.</p>												
19/011	<p><b><u>WHITE FINGER POST</u></b></p> <p>Cllr Fenn agreed to look at the white finger post on Packards Lane.</p>												
19/012	<p><b><u>BUS SHELTER</u></b></p> <p>The Clerk confirmed that an email had been received from the Local Highway Panel confirming that a new bus shelter would be funded but no date had yet been set for installation.</p>												
19/013	<p><b><u>EMERGENCY PLAN</u></b></p> <p>Cllr Bentley had circulated the template of the Emergency Plan and would circulate a draft before the March meeting.</p>												
19/014  19004	<p><b><u>LITTER PICKING EQUIPMENT</u></b></p> <p>Cllrs discussed purchasing a litter picking sign to use on the verges, it was agreed to ask Essex Highways if there was any restrictions and bring this back to the March meeting.</p> <p><b>RESOLVED that the Clerk purchase 6 hi-vis jackets, 6 litter pickers and 6 circle bag openers at a cost of no more than £200.</b></p>												
19/015	<p><b><u>FINANCIAL MATTERS</u></b></p> <p><b>1) FINANCIAL STATEMENT.</b></p> <p>The eight invoices including the Standing Orders for the Clerks Salary &amp; Pension were checked by all Councillors present.</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th style="width: 25%;">Payee</th> <th style="width: 25%;">Description</th> <th style="width: 10%;">Chq Number</th> <th style="width: 10%;">Net</th> <th style="width: 10%;">VAT</th> <th style="width: 10%;">Gross</th> </tr> </thead> <tbody> <tr> <td>Employee</td> <td>Salary</td> <td>SO</td> <td style="text-align: right;">£ 292.01</td> <td style="text-align: center;">£ -</td> <td style="text-align: right;">£ 292.01</td> </tr> </tbody> </table>	Payee	Description	Chq Number	Net	VAT	Gross	Employee	Salary	SO	£ 292.01	£ -	£ 292.01
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	Essex Pension Fund	Pension	SO	£ 81.88	£ -	£ 81.88
	Employee	Salary	SO	£ 292.01	£ -	£ 292.01
	Essex Pension Fund	Pension	SO	£ 81.88	£ -	£ 81.88
	Employee	Expenses	101349	£ 27.16	£ -	£ 27.16
	Wormingford Recreation Trust	Post Office Subsidy	101350	£ 120.00	£ -	£ 120.00
	Dove Support	Domain Name Purchase	101351	£ 15.99	£ 3.20	£ 19.19
	Dove Support	MS Software and installation	101352	£ 173.33	£ 34.67	£ 208.00
				£ <u>1,084.26</u>	£ <u>37.87</u>	£ <u>1,122.13</u>
19005	<b>RESOLVED that after further consideration eight payments detailed on the schedule be authorised for payment.</b>					
	<b>2) MONTHLY BUDGET INFORMATION</b>					
	The Clerk had circulated budget proposals prior to the meeting. Cllrs agreed that a grant to the Church should be calculated in the budget but could not be paid unless the advice from NALC/EALC changed.					
19006	<b>RESOLVED that after further consideration the budget for 2019/20 will be set at £10,198.00.</b>					
	<b>3) Budget 2019/20</b>					
19007	<b>RESOLVED that after further consideration the precept would not be raised for 2019/20 and would be set at £9,439.00.</b>					
<b>19/016</b>	<b><u>CHAIRMAN &amp; CLERK'S REPORT</u></b>					
	No report was given.					
<b>19/017</b>	<b><u>CORRESPONDENCE RECEIVED</u></b>					
	The Clerk had circulated correspondence via email throughout the month.					
<b>19/018</b>	<b><u>ITEMS OF CONSIDERATION FOR FUTURE AGENDAS</u></b>					
	Bus Shelter Emergency Plan Colchester Skip Hire liaison meeting Clerk Salary Scale					
<b>19/019</b>	<b>IN ACCORDANCE WITH SECTION 1 (2) OF THE PUBLIC BODIES (ADMISSIONS TO MEETINGS) ACT 1960 THE PARISH COUNCIL MAY EXCLUDE THE PUBLIC FROM A MEETING WHENEVER PUBLICITY WOULD BE PREJUDICIAL TO THE PUBLIC INTEREST BY REASON OF THE CONFIDENTIAL NATURE OF THE BUSINESS, AND WHERE SUCH A RESOLUTION IS PASSED, THIS ACT SHALL NOT REQUIRE THE MEETING TO BE OPEN TO THE PUBLIC DURING PROCEEDINGS TO WHICH THE RESOLUTION APPLIES.</b>					
	<b>RESOLUTION TO CLOSE THE MEETING TO THE PUBLIC:</b>					
	<b>THAT THE PUBLIC BE EXCLUDED FROM THE MEETING DURING CONSIDERATION OF AGENDA ITEM 19/020.</b>					
19008	<b>RESOLVED to not close the meeting to the Public during the consideration of Agenda item 19/020.</b>					
<b>19/020</b>	<b><u>HUMAN RESOURCES &amp; PERSONNEL</u></b>					
	Cllr Bentley thanked everyone for attending and the meeting closed at 7.58pm.					
	The date of the next meeting would be Thursday 14 <sup>th</sup> March 2018, 7.00pm, followed by the Annual Parish Assembly Meeting. No meeting was planned for February.					
	Signed:.....					

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	<p>Chairperson of the Parish Council</p> <p>Date: 14<sup>th</sup> March 2019</p>
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MRS HELEN COOK

CLERK TO WORMINGFORD PARISH COUNCIL, E-MAIL: [wormingford@outlook.com](mailto:wormingford@outlook.com)