

WORMINGFORD PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON THURSDAY 14TH MARCH 2019

IN WORMINGFORD VILLAGE HALL, AT 7.00 P.M.

In the Chair: Cllr. Bentley
Present: Cllrs Boyce, Evans, Fenn, Grimsey
Clerk: Mrs. Cook
Also Present: Cllr Chapman

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| 19/037 | <p><u>WELCOME, APOLOGIES FOR ABSENCE</u></p> <p>Cllr Bentley welcomed everyone to the meeting. Cllr Hearne sent his apologies due to work commitments.</p> |
| 19/038 | <p><u>DECLARATION OF INTERESTS</u></p> <p>No declarations were made.</p> |
| 19/039 | <p><u>PUBLIC PARTICIPATION SESSION WITH RESPECT TO ITEMS ON THE AGENDA AND OTHER MATTERS THAT ARE OF MUTUAL INTEREST</u></p> <p>No members of the public were present.</p> |
| 19/040 | <p><u>WARD & COUNTY COUNCILLORS TO ADDRESS THE MEMBERS IF PRESENT</u></p> <p>Cllr Chapman had nothing to report.</p> |
| 19/041 | <p><u>CONFIRMATION OF MINUTES</u></p> <p>19016 RESOLVED that the minutes of the meeting held on Thursday 14th February 2019 were a true record of the meeting and were signed by the Chairman.</p> |
| 19/042 | <p><u>PLANNING APPLICATION UPDATE</u></p> <p>1) PLANNING APPLICATION: 190059/190060. THE COACH HOUSE, PACKARDS LANE, WORMINGFORD, CO6 3AH.</p> <p>The Clerk confirmed that no decision had been reached.</p> <p>2) PLANNING APPLICATION: 190260. THYME HOUSE, 1 LONDON LAND COTTAGES, CHURCH ROAD, WORMINGFORD, COLCHESTER, CO6 3AE.</p> <p>The Clerk confirmed that no decision had been reached.</p> <p>1) PLANNING APPLICATION: ESS/09/18/COL. COLCHESTER SKIP HIRE, LAND AT GREENACRES, PACKARDS LANE, WORMINGFORD.</p> <p>The Clerk confirmed that no decision had been reached.</p> |
| 19/043 | <p><u>FAIRFIELDS FARM</u></p> <p>Cllr Chapman confirmed that the odour system that had been installed was not the system that was approved by Colchester Borough Council. 24 hour working was therefore not currently allowed to take place. A meeting had taken place on site with Planning, Enforcement and Environmental Protection.</p> <p>Cllr Bentley confirmed that an email had been received from Enforcement confirming that investigations had taken place regarding reports of out of hours working. A Breach of Conditions Notice had now been served and Fairfields Farm had 28 days to comply or prosecution could follow. Colchester Borough Council confirmed that they were still monitoring the site with regards to odours and working hours.</p> |

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| | <p>The following was also discussed by Cllrs:</p> <ul style="list-style-type: none"> ❖ Smell being worse than with old system. ❖ Whether installing the correct system had a time restraint one it with regards to planning. ❖ Food Standards Agency investigating reports of producing products outside of allowed working hours. <p>Thanks was given to Cllr Chapman for assisting in this matter.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| 19/044 | <p><u>COLCHESTER SKIP HIRE LIAISON MEETING</u></p> <p>Cllr Fenn & Bentley confirmed that they attended the meeting on the 27th February. They confirmed that the planning application was due to be heard at committee in June.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 19/045 | <p><u>REC TRUST</u></p> <p>No members of the Recreation Trust were present.</p> <p>Councillor Bentley confirmed that a copy of the deeds had now been received. The Clerk was asked to seek advice from RCCE and if appropriate arrange a meeting.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 19/046 | <p><u>BUS SHELTER</u></p> <p>The Clerk confirmed the new bus shelter would be installed by the end of March. The plaque had been removed and would be cleaned and returned to Mr Lucas. A question was raised whether the old shelter could be used by the Rec Trust. The clerk agreed to liaise with them and Essex County Council if needed.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 19/047 | <p><u>WHITE FINGER POST</u></p> <p>Cllr Fenn confirmed that the sign which had fallen off the white finger post at Packards Lane had now disappeared. It was agreed that the Clerk would report this to Essex County Council.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 19/048 | <p><u>SANDY HILL</u></p> <p>The Clerk confirmed that the area at the top of Sandy Hill was not an official layby. It was agreed that litter picking this area would continue by volunteers.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 19/049 | <p><u>FINANCIAL MATTERS</u></p> <p style="margin-left: 40px;">1) FINANCIAL STATEMENT.</p> <p>The four invoices including the Standing Orders for the Clerks Salary & Pension were checked by all Councillors present.</p> <table border="1" style="width: 100%; border-collapse: collapse; margin: 10px 0;"> <thead> <tr> <th>Payee</th> <th>Description</th> <th>Invoice</th> <th>Chq Number</th> <th>Net</th> <th>VAT</th> <th>Gross</th> </tr> </thead> <tbody> <tr> <td>Employee</td> <td>Salary</td> <td>PAYE</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> <tr> <td>Essex Pension Fund</td> <td>Pension</td> <td>N/A</td> <td>SO</td> <td style="text-align: right;">£ 81.88</td> <td style="text-align: center;">£ -</td> <td style="text-align: right;">£ 81.88</td> </tr> <tr> <td>Employee</td> <td>Expenses</td> <td>N/A</td> <td>101355</td> <td style="text-align: right;">£ 15.50</td> <td style="text-align: center;">£ -</td> <td style="text-align: right;">£ 15.50</td> </tr> <tr> <td>Information Commissioner</td> <td>Data Protection</td> <td>N/A</td> <td>101356</td> <td style="text-align: right;">£ 40.00</td> <td style="text-align: center;">£ -</td> <td style="text-align: right;">£ 40.00</td> </tr> <tr> <td colspan="4"></td> <td style="text-align: right;">£ 429.39</td> <td style="text-align: center;">£ -</td> <td style="text-align: right;">£ 429.39</td> </tr> </tbody> </table> <p style="margin-left: 40px;">2) MONTHLY BUDGET INFORMATION</p> <p>The Clerk had circulated budget proposals prior to the meeting.</p> <p style="margin-left: 40px;">3) INTERNAL AUDIT</p> | Payee | Description | Invoice | Chq Number | Net | VAT | Gross | Employee | Salary | PAYE | SO | £ 292.01 | £ - | £ 292.01 | Essex Pension Fund | Pension | N/A | SO | £ 81.88 | £ - | £ 81.88 | Employee | Expenses | N/A | 101355 | £ 15.50 | £ - | £ 15.50 | Information Commissioner | Data Protection | N/A | 101356 | £ 40.00 | £ - | £ 40.00 | | | | | £ 429.39 | £ - | £ 429.39 |
| Payee | Description | Invoice | Chq Number | Net | VAT | Gross | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Employee | Salary | PAYE | SO | £ 292.01 | £ - | £ 292.01 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Essex Pension Fund | Pension | N/A | SO | £ 81.88 | £ - | £ 81.88 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| Information Commissioner | Data Protection | N/A | 101356 | £ 40.00 | £ - | £ 40.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | £ 429.39 | £ - | £ 429.39 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 19017 | <p>RESOLVED that after further consideration four payments detailed on the schedule be authorised for payment.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 19018 | <p>RESOLVED that after further consideration the Internal Audit for 2018/19 be carried out by Mrs Stobart.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

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| <p>19/050</p> | <p><u>CHAIRMAN & CLERK’S REPORT</u></p> <p>Cllr Bentley confirmed that the kissing gate at the top of Lodge Hill will be replaced by Essex County Council and Stour Valley funding. The gate will need to be accessible to all and the landowner has now submitted the required paperwork.</p> |
| <p>19/051</p> | <p><u>CORRESPONDENCE RECEIVED</u></p> <p>The Clerk had circulated correspondence via email throughout the month.</p> |
| <p>19/052</p> | <p><u>ITEMS OF CONSIDERATION FOR FUTURE AGENDAS</u></p> <p>Fairfield Farm Emergency Plan</p> |
| <p>19/053</p> <p><i>19019</i></p> | <p>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.</p> <p>RESOLUTION TO CLOSE THE MEETING TO THE PUBLIC:</p> <p>THAT THE PUBLIC BE EXCLUDED FROM THE MEETING DURING CONSIDERATION OF AGENDA ITEM 19/0236.</p> <p>RESOLVED to not close the meeting to the Public during the consideration of Agenda item 19/054.</p> |
| <p>19/054</p> | <p><u>HUMAN RESOURCES & PERSONNEL</u></p> <p>Cllr Bentley thanked everyone for attending and the meeting closed at 7.38pm.</p> <p>The date of the next meeting would be Thursday 4th April 2019, 7.00pm.</p> <p>Signed:.....</p> <p>Chairperson of the Parish Council</p> <p align="right">Date: 4th April 2019</p> |

MRS HELEN COOK
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