

Stow Maries Parish Council

Minutes: Council Meeting

The Smythe Hall

7:30pm, 17 September 2018

18/148 Members attending, apologies for absence and other attendees

Chairman: Councillor Hollington.

Members: Councillors Chappell and Gilmore.

Attendees: County Councillor Channer, the Clerk and five members of the public.

Apologies: Councillors, Pilgrim and Nunney, District Councillor Archer and District Councillor White.

18/149 Declaration of Interests

Councillor Hollington has a pecuniary interest in the bridge on Footpath 24.

18/150 Minutes from Council meeting on 16th July 2018.

Resolved: The minutes of the Council Meeting held on 16th July 2018 were accepted and signed as a true record.

Action: The Clerk to file and update the Council's website.

18/151 Minutes from Council meeting on 16th August 2018.

Resolved: The minutes of the Council Meeting held on 16th August 2018 were accepted and signed as a true record.

Action: The Clerk to file and update the Council's website.

18/152 Questions and points of interest from press and public.

1. A member of the public raised concern about the speed of farm vehicles through the Village along Woodham Road and The Street. Councillor Hollington knows who are responsible and will make appropriate 'phone calls.
2. A member of the public mentioned inoperable lights along Burnham Road in South Woodham Ferrers. Following discussion with Councillor Channer, the member of the public agreed to take up the matter with South Woodham Ferrers Council.
3. A member of the public raised concern about the forthcoming resurfacing of Church Lane. There is raised kerbing at the entrance to their driveways installed by Essex County Council to reduce the occurrence of flooding by water flowing down Church Lane and into these properties. Due to the imminent work, it was agreed that the Clerk would contact Essex County Council to seek reassurance that the raised kerbs would not be compromised.

18/153 Essex County Council.

It was confirmed that Councillor Channer last report was available on the Parish Council's website. Councillor Channer contributed during various agenda items.

18/154 Maldon District Council.

1. There were no District Councillors present to give a report.
2. Parish Trigger and imposition of paperless planning.

Resolved: Members recognised that these are separate matters.

- a. Members understood that the Parish Trigger was working so far, when they requested a planning application be determined by committee. However, with the ongoing transformation at Maldon District Council, there was concern about the role that Parish Councils would have. Councillor Channer requested a copy of a recent article by Robert Long debating whether Parish Councils are legally merely informed rather than consulted. Councillor Hollington mentioned recent failed attempts to have conversations with the trustees of Stow Maries Great War Aerodrome. He concluded that if that is symptomatic

of planning application consultation, then Stow Maries Parish Council might as well fold up.

- b. Councillor Channer explained that the ongoing Maldon District Council transformation includes significant changes in Information Technology. A couple of resources with IT experience would be included in the project board. Paperless planning is anticipated as a part of this transformation project.

18/155 Planning

1. Consider production of a Neighbourhood Plan.

Resolved: After discussion, Members agreed as the Parish Council had neither adequate finances nor adequate resources, it would not be producing a Neighbourhood Plan.

2. Chelmsford City Council Draft Local Plan.

Resolved: Members discussed the recent correspondence from Julie Broere, Senior Planning Officer from the Directorate of Sustainable Communities at Chelmsford City Council, that included the Statement of Common Ground (SoCG) and Position Statement. It agreed that it will restate its position as in previous letters. Further Mr. Roy Martin would work with the Clerk and send a response by the end of the week.

Action: The Clerk to write to Julie Broere having worked with Mr. Martin, copying Kevin Green of the South Woodham Ferrers Action Group.

3. Stow Maries Great War Aerodrome.

Resolved: During discussion, Members expressed dismay at the proceedings of the recent Maldon District Council's North West Planning Committee at which application FUL/MAL/17-01071 PP-06370592 was heard.

Highways and Public rights of way

1. Update from Highways Surgery 28th August.

Noted: Mr Maddison and the Clerk considered this was a worthwhile meeting. The Clerk has sent an email to Councillor Channer circulated to Members with an email containing the outstanding issues. A report is awaited from Kevin Bentley, Cabinet Member for Infrastructure at Essex County Council.

2. Consider quote for removal of dead Ornamental Hawthorn tree.

Resolved: Members approved the quote from D. W. Maintenance.

Action: The Clerk to instruct proceeding with the work.

3. Update on the condition of the bridge in Church Lane.

Noted: There has been reassurance from Matthew Irwin of Highways England that the bridge is still in a fit state and its condition will be regularly monitored. Councillor Hollington said he would investigate whether he has some machinery available to tidy the verges.

4. Update on hedge reduction on the corner of The Street and Church Lane.

Noted: It remains unclear who is responsible for cutting back these hedges.

Resolved: Members instructed the Clerk to pursue and put the item on next month meeting's agenda.

Action: The Clerk to determine what the residents believe to be the situation and what they wanted.

18/156 General Data Protection Regulations (GDPR).

Noted: It was noted that Councillors Hollington, Gilmore and the Clerk were receiving electronic electoral registers with updates. If any Member or the Clerk left the Council, then these documents will be deleted.

Action: Councillor Gilmore to confirm that he is receiving the electoral register.

18/157 Financial matters

1. The Clerk for monthly salary, expenses and PAYE of £451.51; for HMRC £84.00.
2. Ideal Landscaping and Fencing for work in connection with installation of Noticeboards of £280.00.
3. Acoustic Principles Limited of £756.00 for report critique with attendance at meeting in connection with Stow Maries Great War Aerodrome.
4. Campaign to Protect Rural England of £36.00.
5. Dengie Hundred Group of Parish of £15.00.

Noted: The above invoices, items 1 to 5, were presented for payment.

6. Financial assistance to the Church of St. Mary & St. Margaret.

Noted: Members noted that there are legal issues about continued financial assistance to the Church. This appears to be in the process of being resolved. No further action will be taken.

7. Community Initiatives Fund.

Resolved: Members discussed Essex County Council launch of its CIF Fund for 2018 and decided not to apply for any grant.

8. Financial reports.

Noted: Members reviewed the recent financial reports, in particular planning for spend to end of this financial year and budget for 2019-2020.

Action: members to be in a position by the Council's November meeting to decide on a budget for the three years starting April 2019.

9. Online banking.

Resolved: Members had not made any progress in having additional subscribers to on-line banking. From an initial review of its draft Financial Regulations and the proximity of the Council election, it was decided not to pursue this matter during this term.

10. Outstanding amounts from restricted funds.

Resolved: Members understood the value of a dedicated 'phone line for Council use only. As there was funding available from unspent grants for IT, it was reconfirmed that the Clerk should transfer ownership of his mobile 'phone to the Council, set-up the appropriate direct debit and claim expenses for its use so far.

Since the Clerk took up his post, he has rationalised all budget heads, identifying some anomalies in previous project funding currently identified as restricted funds. At the next Council meeting, it is anticipated that Members would vote that all remaining restricted balances will be absorbed into existing unrestricted funds.

Recent funding have been and future projects will be rigorously managed.

Action: The Clerk make the necessary arrangements and submit a request for a limited spend on IT in time for the next meeting.

18/158 Notice Boards

Resolved: Councillor Gilmore reported and members accepted that installation of the two new Council Noticeboards had been completed.

18/159 Defibrillator for the Village

Noted: The defibrillator has been installed but has yet to be fully commissioned, including publicity and training.

18/160 Superfast Essex Countywide Parish Engagement Event.

Resolved: Members discussed attendance at the forthcoming event and decided not to send a representative.

18/161 Essex Air Ambulance.

Resolved: Members discussed a recent letter requesting a donation. Members agreed to donate £100.

Action: The Clerk to raise a cheque for signature at the next Council meeting.

18/162 Wooden Solitary Soldiers.

Noted: A wooden soldier has been erected in the churchyard. It will be there until early November. A resident, Mr. John Dutfield is the contact point.

18/163 "Orchards East" Heritage Lottery Fund Project.

Resolved: Members discussed this project. Councillor Hollington expressed an interest in pursuing an opportunity for funding.

Action: Councillor Hollington will update the Members at the next Council meeting.

18/164 Maldon Housing Association - Trustee Vacancies.

Resolved: Members discussed the trustee vacancies. No Member wished to apply.

18/165 Correspondence

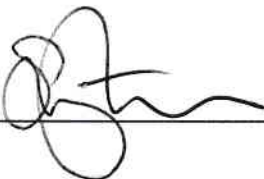
Correspondence from EALC had been circulated previously via email. Other material was discussed during the meeting, including an article on donations to Parish Churches.

18/166 Items for next agenda: meeting 15th October 2018.

1. Donation to Essex Air Ambulance.
2. GDPR – Councillor Gilmore confirming that he is receiving the electoral register.
3. Consideration of budget for 2019 to 2020.
4. Proposal to incorporate unspent capital amounts into normal unrestricted funds.
5. Transfer ownership of the Clerk's mobile 'phone to ownership by the Council.
6. "Orchards East" Heritage Lottery Fund Project – update from Councillor Hollington.

Meeting closed at 9:30pm

Signed: _____



Date: _____

19/11/2018