

WORMINGFORD PARISH COUNCIL

MINUTES OF THE MEETING HELD ON THURSDAY 7TH JANUARY 2016

IN WORMINGFORD VILLAGE HALL, AT 7.00 P.M.

In the Chair: Cllr. Bentley
 Present: Cllrs Boyce, Evans, Grimsey, Hearne, Ruse
 Clerk: Mrs. H. Cook
 Also Present Cllr Chapman, two members of the public

16/001	<u>WELCOME, APOLOGIES FOR ABSENCE</u> Cllr Bentley welcomed everybody to the meeting. No apologies were received from Cllr Pullum. Mr Brian Jones sent his apologies.	
16/002	<u>DECLARATION OF INTERESTS</u> Cllrs requested to the Clerk that a dispensation regarding the budget be made in order to participate and vote. The Clerk granted a dispensation.	
16/003	<u>PUBLIC PARTICIPATION SESSION WITH RESPECT TO ITEMS ON THE AGENDA AND OTHER MATTERS THAT ARE OF MUTUAL INTEREST</u> No members of the Public wished to speak.	
16/004	<u>WARD & COUNTY COUNCILLORS TO ADDRESS THE MEMBERS IF PRESENT</u> Cllr Chapman spoke briefly about: <ul style="list-style-type: none"> ❖ Colchester Borough Council Elections in May. ❖ Water Survey, which volunteers could get involve in to map local water sources. <p>Cllrs asked Cllr Chapman about the flooding along Church Road. The Clerk agreed to contact Cllr Anne Brown.</p> <p>The Clerk asked Cllr Chapman about the locality budget money still yet to be received for the purchase of the bin for the play area. Cllr Chapman agreed to look into this.</p>	CLERK CLLR CHAPMAN
16/005	<u>CONFIRMATION OF MINUTES</u> Draft minutes of the meeting held on Thursday 12 th November 2015 had been circulated prior to the meeting. All agreed that these were a true record of the meeting.	
16/001	RESOLVED that the minutes of the meeting held on Thursday 12th November 2015 were a true record of the meeting and were signed by Chairman.	
16/002	Draft minutes of the Extraordinary meeting held on Monday 30 th November 2015 had been circulated prior to the meeting. All agreed that these were a true record of the meeting. Cllr Evans abstained as he was not present at this meeting. RESOLVED that the minutes of the meeting held on Monday 30th November 2015 were a true record of the meeting and were signed by Chairman.	
16/006	<u>PLANNING APPLICATIONS</u> 1) PLANNING APPLICATION: 152457/152458 (LISTED). COCKRELLS FARM, LITTLE HORKESEY ROAD, WORMINGFORD, COLCHESTER, CO6 3AP. CONVERSION OF ANNEXE STORE ROOMS TO	

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	(January)							
		<table border="0"> <tr> <td>Total</td> <td align="right">587.69</td> </tr> <tr> <td>Less VAT Content</td> <td align="right">7.33</td> </tr> <tr> <td>Total Excluding VAT</td> <td align="right"><u>580.36</u></td> </tr> </table>	Total	587.69	Less VAT Content	7.33	Total Excluding VAT	<u>580.36</u>
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	The seven invoices including the Clerks' Salary were passed around for all Councillors to have a look at and agree.							
16/005	<p>RESOLVED that after further consideration, the seven cheques including the Salary detailed on the payment schedule be authorised for payment.</p> <p>2) MONTHLY BUDGET INFORMATION. CLERK TO PRESENT THE BUDGET SO FAR. The Clerk had sent round details prior to the meeting.</p> <p>3) BUDGET 2016/17. The Budget was discussed; now not including the finances for the Worm Magazine. It was agreed to increase the budget by £1,213.46 taking the total amount needed for the financial year 2016/17 to £8,852.00. This would enable the Parish Council to continue with supporting grant applications, increasing the Clerks hours to a stable 6 per week, continue with training and hold a small contingency.</p>							
16/006	<p>RESOLVED that after further consideration the budget would be set at £8,852. The Clerk was asked to send this information to Colchester Borough.</p> <p>The Clerk had produced draft grant application forms in order assist with the audit trail.</p>	CLERK						
16/007	<p>RESOLVED that the grant application form be sent out to the current grant holders for completion. For 2017/18 these will be sent out in October 2016, prior to the budget being set.</p> <p>4) SECTOR LED BODY FOR AUDIT (2017/18).</p>	CLERK						
16/008	RESOLVED that the Parish Council does not opt out of the scheme.							
16/010	<p><u>NEIGHBOURHOOD PLAN</u></p> <p>Cllr Bentley gave a report of the meeting held on the 30th November. Michelle Gardiner from RCCE gave a presentation on different types of plans and a very productive question and answer session then took place. It was suggested that a workshop event be held in March in order to facilitate ideas and predominately decide whether to take the project forward. Cllr Bentley agreed to propose some dates.</p>	CLLR BENTLEY						
16/011	<p><u>SKIP HIRE MEETING</u></p> <p>Cllr Pullum was not present</p>	FEBRUARY						
16/012	<p><u>EALC TRAINING</u></p> <p>RESOLVED that the Clerk attend the Transparency Code Briefing and share the cost with Chappel Parish Council.</p>							
16/013	<p><u>RISK ASSESSMENT</u></p> <p>The Clerk gave an update on the revised risk assessment. It was agreed to relook at this after the Village Hall course had been attended due to the link between the PC and the Rec Trust.</p>	MARCH						
16/014	<p><u>CHAIRMAN & CLERK'S REPORT</u></p> <p>The Clerk had reported an overflowing dog bin (Robletts Way). Cllrs confirmed that this had been emptied.</p>							

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	The Clerk reminded Cllr Evans and would email Cllr Pullum about the Planning Training on the 18 th January.	
16/015	<u>CORRESPONDENCE RECEIVED</u> The Clerk had circulated correspondence via email throughout the month. No comments were made.	
16/016	<u>ITEMS OF CONSIDERATION FOR FUTURE AGENDAS</u> Risk Assessment Relationship with PC & Rec Trust. Worm Magazine Play Area Skip Hire Meeting	
16/017	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. RESOLUTION TO CLOSE THE MEETING TO THE PUBLIC: THAT THE PUBLIC BE EXCLUDED FROM THE MEETING DURING CONSIDERATION OF AGENDA ITEM 16/018.	
16/010	RESOLVED to close the meeting to the Public during the consideration of Agenda item 16/018. Meeting closed at 8.11pm	
16/018	<u>HUMAN RESOURCES & PERSONNEL</u> A new contract for the Clerk confirming the increase of hours from 4 to 6 per week was discussed.	
16/011	RESOLVED that a new contract for the Clerk be produced confirming the hours at 6 per week. Cllr Bentley thanked everyone for attending and the meeting closed at 8.15pm. The date of the next meeting would be Thursday 11 th February 2016. Signed:..... Chairperson of the Parish Council Date: 11 th February 2016	

MRS HELEN COOK
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