**MINUTES OF THE MEETING**

**OF QUENDON AND RICKLING PARISH COUNCIL**

**HELD ON WEDNESDAY 8th February 2017**

**PRESENT**

**Alan Price (Chairman)**

**Brandon Chapman (BC)**

**Chris Phillips (CP)**

**Paul Wilsher (PW)**

**Tony Jones (TJ)**

**Eleanor Stoneham**

**Anne Webb (Parish Clerk)**

**2 Members of public**

**212. Dispensations/Declarations of interest**

 None

**213. Apologies**

Cllr Neil Hargreaves

 Cllr Jo Parry

 Sally Kitcat

**214. Minutes of the Parish Council Meeting held on 11th January 2017**

The minutes had been circulated. They were approved and signed by the Chairman as a true record.

**215. Matters arising from the minutes of 11th January 2017**

AP put forward dates for the meeting with Howard Rolfe, 24th or 28th February. As they were not

 suitable to all, further dates would be requested.  **ACTION AP to contact PA**

**216. Public Participation**

None

**217. Co-opting of a new councillor**

AP nominated Eleanor Stoneham as Parish Councillor, this was seconded by CP and unanimously agreed. AP welcomed ES to the Parish Council, the appropriate paperwork was completed.

**218. Website**

CP informed the meeting that he has been unable to make contact with Essex info to arrange

 training despite repeated attempts, he is happy to keep trying and report at the next meeting.

**219. Facebook**

SK and AW are booked onto a Social Media course in October and SK is meeting with Lindy McDermot next week for a ‘training session’.

A discussion followed concerning the merits of Facebook, it was agreed anything further would be put on hold for the time being.

**220. Finance**

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| **FINANCE REPORT 08.02.2017** |  |  |  |
|  |  |  |  |  |  |
| The Clerk reported the following outgoings since the meeting on 11th January 2017 |
|  |  |  |  |  |  |
| **Cheques issued** |  |  |  |  |
| EALC training (915) |  | 40.00 |  |  |
| Village hall hire (913) |  | 245.00 |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
| **Cheques to be authorised** |  |  |  |
| Clerks Salary  |  | 346.67 |  |  |
| CPRE annual membership (916) | 36.00 |  |  |
| D. Giffin - NhW signs (917) | 150.00 |  |  |
| Anne Webb - Printer ink and stationery (918) | 51.05 |  |  |
|  |  |  |  |  |  |
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|  |  |  |  |  |  |
| **Total Payments** |  |  |  |  **868.72**  |
|  |  |  |  |  |  |
| Lloyds current account balance at last meeting |  |  |  21,438.69  |
| Less total payments |  |  |  |  868.72  |
|  |  |  |  |  | **20,569.97**  |
| **Add** |  |  |  |  |  |
|  |  |  |  |  |  |
|   |  |  |  |  |  |
|  |  |  |  |  |  **20,569.97**  |
|  |  |  |  |  |  |
|  As at 8th February  |  |  |  |  |

AP queried the amount of the street lighting invoice, the Clerk explained the amount consisted of

 two call outs plus the annual maintenance fee. AJ queried the Village Hall invoice, the Clerk

 confirmed this was the annual cost.

 The above payments were unanimously authorised, the Chairman initialled the year to date

 Accounts.

**221. Correspondence**

CP informed the meeting that he had contacted 100 Parishes to request a donation towards the

 Gibson Walden Fund, a charitable organisation which had been discussed at a previous meeting.

 They declined on this occasion. CP has also contacted EALC (Essex Association of Local Councils)

 and is awaiting a response.

The Clerk reported Stephanie Bridgewater of Rickling School had made contact and asked if the Parish Councillors would be able to act as Marshalls for this year’s fun run. **ACTION: Clerk to email details to PC**

**222. Update of Forums/Presentations**

None

**223. Training**

BC thought it would be helpful if he attended a one day course in March on Understanding Planning.

A discussion took place concerning Speed Watch, AP stated this was now being administered by

 Essex Fire Service. **ACTION: AP to make contact**

**224. Community Services**

 **- Village Handyman**

 PW reported that Stansted Parish Council are advertising a handyman position for 1000 hours per

 annum and thought the possibility of joint purpose could be pursued. This was agreed as a

 good solution to the current vacancy in the village. **ACTION: PW to contact Stansted PC**

 **Thistley Crescent notice board**

Two quotations have been received, it was agreed that Tim would be approached to complete the

 works. **ACTION: SK to arrange works**

 **Bluebell Wood entrance**

Following discussions, it was agreed this would be left as it is

**225. Broadband**

BC has again made contact with Gigaclear who have informed him that the projected start date is

 May 2017 with a completion date of October 2017. They have agreed to connect the Village Hall, he

 has queried if there will be a further service charge and is awaiting a response. Christine Osbourne

 has been asked to raise the subject at the Village hall meeting. AP asked if the hall could be used as a

 hub, BC will make further enquiries at a future date. Nothing further has been heard from BT.

**226. Village Plan Action Group**

BC stated that further meetings are coming up, the next being 22nd February to discuss progress and

 the 15th for the Steering Group.

**227. Neighbourhood plan**

Pamphlets have been produced and will be put through letter boxes in the next two weeks. Two

 public meetings are scheduled, the first in Newport 1st March and Quendon Village Hall March 15th

At the end of March a questionnaire will be considered with distribution likely to be around the end of April. Parish Council views will be taken into account with regard to design, planning and housing.

**228. Local Plan**

Nothing further to discuss at present.

**229. Neighbourhood watch and signs**

Neighbourhood watch signs are now in place. The meeting was informed Annette Chapman has

 stood down as NhW coordinator, Carol Mandy has taken over and a meeting is planned in the near

 future.

**230. Village Finger Sign Post**

BC has been unable to make contact with the repairer despite numerous attempts, concern was

 voiced over the final costing as the end of the financial year is approaching. BC will attempt further

 contact. The Clerk received correspondence from the BBC who are making a documentary and

 looking for community projects of interest, it was agreed this would also be looked at.

 **ACTION: Clerk to contact BBC**

**231. Green maintenance**

SK has made contact with Jo Bevan who has agreed a maintenance programme

**232. Street Lighting**

A discussion took place concerning the current street lighting in the village, it was unclear how many

 Street lights have been updated **ACTION: Clerk to contact Contractor**

**232. PRoWs**

A discussion took place regarding the Rickling to Wicken Bonhunt track which it was thought is a

 Byway and the prospect of it being changed to a Bridleway. AP stated it would be an application

 to Essex County Council. It was agreed to discuss further when SK was present.

 SK reported by email that she is currently conducting a survey of fallen sign posts and checking

 work required on footpaths.

**232. March Litter Pick**

March litter pick is to take place on 4th March, meeting at 10:00 at the Village Hall.

**233. Highways**

 **Waterbutt Row**

PW informed the meeting that he is still waiting for forms to arrive, nothing received to date

 **Thistley Crescent**

Nothing to report

 **Rickling Green Road parking**

Nothing to report

**234. Planning**

**a) Applications UTT/16/3672/HHF Birds End. Brixton Lane. Rickling Green**

BC to seek further detail from applicant, and extension of one week requested.

 **ACTION: Clerk to contact UDC**

**UTT/17/0232/FUL Student Accommodation - Maces Farm. Rickling Green. Saffron Walden. Essex CB11 3YG**

As no paperwork has arrived it was agreed to defer to the next meeting

PW mentioned an application on the website for a single storey extension at Bluebell Close, as there

has been no correspondence from UDC this would also be deferred to the next meeting.

A discussion took place on whether the Planning Book - Build Over There: Understanding the Government's Role in Shaping Our Cities by Hamish Barrell would be useful. It was agreed to look at the preview and discuss further at the next meeting. **ACTION: BC to investigate**

**b) Decisions**

None

**c) Appeals**

None

**d) Trees**

None

**e) UDC – Breach of Planning**

**f) Naming of new development**

A discussion took place on the naming of the Ventnor Lodge development. It was agreed that Ventnor Close would be most suitable **ACTION: AP to contact UDC**

**235. Items to be included on the Agenda for the next meeting 8th March 2017**

Nothing noted

Meeting closed at 20.35