**MINUTES OF THE**

 **MEETING of QUENDON & RICKLING PARISH COUNCIL**

 **HELD ON WEDNESDAY 12th October 2016**

 **PRESENT:**

 **Alan Price (Chairman)**

 **Tony Jones**

 **Sally Kitcat**

 **Lindy McDermott**

 **Paul Wilsher**

 **Brandon Chapman**

 **Sue Joannou (Parish Clerk)**

 **Cllr Jo Parry**

 **1 Member of the public**

 **107**. **Dispensations/Declaration of Interest**

None

 **108. Apologies for Absence**

Chris Phillips, Neil Hargreaves

1. **Minutes of the Parish Council Meeting held on 7th September 2016**

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

1. **Matters arising from the Minutes of 7th September meeting:**

None

1. **Public Participation**

None

1. **Resignation of the Parish Clerk**

The Clerk resigned on the 30th August 2016 and gave two months’ notice, so will finish on the 31st October 2016. There have been two interested parties in the role. One is a local villager, who is currently on holiday but it due to spend some time with the Clerk to go through the duties, and the other is an existing Parish Clerk and the Chairman of another Parish Council who does not live in the village

A decision will be made within a couple of weeks.

1. **Resignation of Councillor Lindy McDermott**

 The Clerk received a written resignation from Lindy McDermott on 14th September 2016.

The Clerk then advised the Elections Officer at UDC of the resignation, who in turn sent the relevant notice of the Vacancy which has to be displayed on the notice boards. The notice is to remain on the boards until the 20th October 2016.

1. **Replacement Parish Councillor for Planning**

Paul Wilsher will replace Lindy McDermott for planning.

1. **Reallocation of PC responsibilities**

 Brandon Chapman to take on Neighbourhood plan and lose PRoWs & Highways

 Tony Jones to take on Highways

 Sally Kitcat to have PRoWs on her own

 Paul Wilsher to take on Planning and Quiet lanes

 Covering the website and Facebook to be decided

1. **Finance**

It was noted that a response should be made regarding the Government proposal to cap funds to the Parish sector councils. The closing date for responses is the 28th October 16. AP to respond.

The Clerk advised that the external auditors PK Littlejohn had signed off the audit as everything was in order. The audit papers have been displayed on the notice board as well as on the website as required.

1. **Hilbery Turf**

The Clerk advised that she had spoken to Hilbery Turf regarding the areas that they maintained there were as follows:

 They strim

 - the edges and the verges from the school northwards

 - around the pavilion and surrounding Green verges / areas

 - around the triangles by the Green

 - around the trees and lamp posts

 - verges and triangle by Rickling Church

 - grass cutting from the village hall to Ventnor lodge on both sides of the B1383

1. **Current Finances**

|  |  |  |  |
| --- | --- | --- | --- |
| **FINANCE REPORT 12.10.2016** |  |  |  |
|  |  |  |  |  |  |
| The Clerk reported the following outgoings since the meeting on 7th September 2016:- |
|  |  |  |  |  |  |
| **Cheques issued** |  |  |  |  |
| Hundred Parishes (898) |  | 10.00 |  |  |
|  |  |  |   |  |  |
| **Cheques to be authorised** |  |  |  |
|  |  |  |  |  |  |
| Sue Joannou (Stamps) (899) | 10.44 |  |  |
| Alan Price (Refreshments - BT meeting) (900) | 17.90 |  |  |
| PKF Littlejohn LLP (Audit - External) (901) | 120.00 |  |  |
| Sue Joannou (Clerks Salary) (902) | 346.67 |  |  |
| EALC - New Clerks Course (903) | 50.00 |  |  |
|  |  |  |  |  |  |
|  |  |  |   |  |  **555.01**  |
|  |  |  |  |  |  |
| EON Payment (Sep) |  |  |  |  32.71  |
| EON Payment (Oct) |  |  |  |  36.76  |
|  |  |  |  |  |  |
| **Total Payments** |  |  |  |  **624.48**  |
|  |  |  |  |  |  |
| Lloyds current account balance at last meeting |  |  |  19,407.73  |
| Less total payments |  |  |  |  624.48  |
|  |  |  |  |  | **18,783.25**  |
| **Add** |  |  |  |  |  |
| 2nd Pecept Installment |  |  |  |  5,765.00  |
|   |  |  |  |  |  |
|  |  |  |  |  |  **24,548.25**  |
|  |  |  |  |  |  |
|  As at 12th October 2016  |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
|  |  |  |  |

The payments listed above were unanimously authorised.

The Chairman initialled the Year to Date accounts.

1. **Correspondence**

None

1. **Update of Forums / Presentations**

 LCPAS Highways training on 11th October 16

Feedback from the course – it was interesting and fairly informative and there were bits that were useful.

1. **Training**

 New Clerks course – 19th October 16 for Anne Webb

1. **Community Services**

 **Neighbourhood Watch**

BC advised that the NW is gaining some momentum. With a couple of volunteers interested and another villager prepared to be involved. Annette Chapman is still looking for more villagers to volunteer.

It was highlighted that there has been a recent spate of car break- ins in the village along with villagers being targeted with the ‘Gravel scam’ – this may encourage more people to come forward to be involved in the NW.

BC advised that 2 more NW signs may be required at a cost of approximately £30 each – this was agreed by the Parish Council, AC will let the PC know.

1. **Fly Tipping**

There have been other cases of fly-tipping in the village – the ditch on the corner of Belchams Lane and 2/3 of the way up the Manuden Lane.

There is very little that can be done about this. It should be reported to the Council Environmental Services department who will come and remove it.

PW mentioned that arrangements for the deposing of certain types of waste were changing on 31st October 16. What were the alternatives going to be?

BC advised that he was planning to arrange a skip for the 21st/22nd October 16, but as he will not be available, it will need someone to oversee it. AP volunteered to monitor it.

BC will book it.

1. **Local Scams/burlaries**

LM had advised the PC of the car break ins around the village last week. Also there have been a couple of ‘tail gating’ incidents in nearby villages, so the advice is not to stop unless it is a genuine police car with a blue light.

1. **Village Handyman**

A discussion was had about whether the villages need a handyman. More thought is required around our requirements, and whether that person could incorporate the website maintenance. AP to speak to Christine the Newport Parish Clerk regarding their handyman.

1. **Broadband**

There now seems to be a lot of uncertainty around whether the Essex Superfast commitment to our villages is still going ahead next year as planned or whether it will be delayed. This seems to be because Gigaclear are pursuing providing the villages with Ultrafast broadband and are getting closer to their required quota.

BC spoke to Gigaclear who advised that they need 28 more sales, though there is uncertainty as to how long they will keep trying.

At the moment it looks like there won’t be an upgrade at all if Gigaclear don’t get their quota.

It was suggested that this issue should be raised with the cabinet member at Essex – Kevin Bentley

1. **Neighbourhood Plan**

 The Newport Neighbourhood Plan is up and running.

 Quendon and Rickling Parish Council agree to the commitment to join the Newport Neighbourhood Plan.

 Proposed by BC, and seconded by AP. Though the exact costs are still unknown.

 Our two representatives are Brandon Chapman and Tracey Hepting.

Cllr Parry gave an overview of the progress so far and advised that there was still a lot of work to be done, but they were committed to getting it finished as quickly as possible. It is a legal document which has clout particularly with regard to local planning and housing.

A leaflet is being put together to provide the community with further details. There may be a cost to us in the region of £1500-£2000 though this could be covered by a Treasury Grant.

It is important to note that this is a community initiative not just a Parish Council Initiative, and is an extension of the Village Plan.

BC will write a piece for ‘The Link’

1. **Village Finger Sign Post**

BC advised he is still awaiting information from the person who was going to mend the sign. If he hasn’t heard from him in a month BC will look at the alternatives for fixing this sign.

Cllr Neil Hargreaves has ring fenced some money for this job from the New Homes bonus, which will remain available until the end of March 2017.

1. **Green Maintenance – trees – whose responsibility**

 Rob Rudd is to give the PC a quote to remove the dead Horse Chestnut tree on the Green.

 There is still the debate of who is responsible for the Green maintenance and the trees that are on it.

It has been suggested previously that it would be useful if Mrs Bevan attended a Parish Council meeting to discuss these issues.

It was explained that the Parish Council had planted a number of the trees on the Green some years ago and that there may have been an agreement in place for the PC to then be responsible for any further maintenance.

 SK to speak to Mrs Bevan about attending a PC meeting.

1. **Missing speed signs**

It was highlighted again that there are two missing speed signs in the village – one in Brick Kiln Lane and the other in Belchams Lane.

PW and AP will speak to Chris Stoneham from Highways when they meet with him on Friday 21st October.

1. **Prows**

**State of local footpaths**

SK advised that the little bridge at the start of the Bluebell Woods from the Bridleway has been broken. A discussion took place around whether the land owner should get it mended or whether it would be something that a handy man could do.

There is another bridge on Prow 20 that also need repairing.

Should the land owners take responsibility?

To be decided if the Parish Council send a formal request to land owners in these situations, where a Prows crosses their land, as they have a ‘duty of care’.

There is still an ongoing issue with the tenant on the Glebe land near Quendon Church, as they blocked/obstructed Prow 23 which is an offence.

1. **Quendon Woods – Footpath request**

 AP had reviewed the report but couldn’t see an opportunity in the reasoning to be able to challenge the decision. AP to go back to Cllr Gooding to clarify.

1. **Highways**

 **Waterbutt Row parking**

PW and AP to meet Chris Stone from Highways on Friday 21st October.

1. **Thistley Crescent**

The Clerk advised that she had chased Andrew Hurrell, who was under the impression that the work had been completed. Mr Hurrell said he would get back to her with a start date. The Clerk will circulate this once received.

1. **Planning**
2. **Ventnor Lodge development –** AP advised that there would be no increase on the £20,000 offered by Cala to go towards the Village Hall repairs. Christine Osbourne has made an application for funding to try and top this figure up.
3. **Applications**
* UTT/16/2311/LB – The Old Kings Head, Cambridge Road – **No objection**
* UTT/16/2399/FUL – Land adj to Rose Cottage, Rickling Green – **No Objection provided the conditions from the previous application are applied to this application.**
1. **Appeals - None**
2. **Decisions – None**
3. **Trees – None**
4. **UDC – Breach of Planning - None**

**Agenda Items to be included at Next Meeting, 16th November 2016**

 **The meeting closed at 21.45**