**MINUTES OF THE**

 **MEETING of QUENDON & RICKLING PARISH COUNCIL**

 **HELD ON WEDNESDAY 14th December 2016**

 **PRESENT:**

 **Alan Price (Chairman)**

 **Tony Jones (TJ)**

 **Sally Kitcat (SK)**

 **Paul Wilsher (PW)**

 **Chris Phillips (CP)**

 **Brandon Chapman (BC)**

 **Anne Webb (Parish Clerk)**

 **Cllr Neil Hargreaves**

 **3 Members of the public**

**160. Dispensations/Declarations of interest**

CP declared a non-pecuniary interest in item 180 as he works for the Citizens Advice Charity

**161. Apologies**

 None

**162. Minutes of the Parish council meeting held on 16th November 2016**

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

 true record

**163. Matters arising from the minutes of 16th November meeting**

 None

**164. Public participation**

 A member of the public asked if Broadband would be discussed and was advised it was

 on the agenda.

 Councillor Hargreaves informed the meeting that new signage for the railway bridge at

 Newport would be addressed in the New Year.

**165. Co-opting of a new Councillor**

 No one has come forward **ACTION AP to compose Link article**

**166. Website and Facebook**

CP reported that he had made contact with a website designer, unfortunately the

 designer is not in a position to assist. CP has made contact with Essex Info requesting

 some help with the current website and is awaiting a response.

**167. Finances**

 **\_ PC Finances**

 **\_ Budget and Precept discussion**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **FINANCE REPORT 14.12.2016** |  |  |  |  |
|  |  |  |  |  |  |  |
| The Clerk reported the following outgoings since the meeting on 16th November 2016:- |  |
|  |  |  |  |  |  |  |
| **Cheques issued** |  |  |  |  |  |
| Newport Parish Council (908) | 200.00 |  |  |  |
| A&J Lighting (909) |  | 108.60 |  |  |  |
|  |  |  |   |  |  |  |
| **Cheques to be authorised** |  |  |  |  |
|  |  |  |  |  |  |  |
| Clerks Salary (910) |  | 346.67 |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |   |  |  **655.27**  |  |
|  |  |  |  |  |  |  |
| EON Payment (Dec) |  |  |  |  36.76  |  |
|  |  |  |  |  |  |  |
| **Total Payments** |  |  |  |  **692.03**  |  |
|  |  |  |  |  |  |  |
| Lloyds current account balance at last meeting |  |  |  23,531.19  |  |
| Less total payments |  |  |  |  692.03  |  |
|  |  |  |  |  | **22,839.16**  |  |
| **Add** |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|   |  |  |  |  |  |  |
|  |  |  |  |  |  **22,839.16**  |  |
|  |  |  |  |  |  |  |
|  As at 14th December 2016  |  |  |  |  |

 The payments above were unanimously authorised

 The Chairman initialled the year to date accounts.

The budget and precept were discussed, due to the late arrival of precept documents it was agreed this would be discussed in more detail at the next meeting.

**168. Correspondence**

PW informed the meeting of a response received from UDC concerning new practise

 at waste disposal centres.

**169. Update of Forums/Presentations**

CP attended a recent DaRT working group.

**170. Training**

None at the present time

**171. Community Services**

 **- Village Handyperson**

SK informed the meeting that she had spoken with Tim who is willing to take on some of the jobs around the village on an ad hoc basis.

The Clerk reported an email had been received from a Company specialising in odd jobs

 for Parish Councils **ACTION Clerk to obtain further details**

 **Noticeboard**

BC had inspected the notice board sited at Thistley Crescent and advised it requires some maintenance. It was agreed to wait until a handyperson is determined.

**Bluebell wood footbridge**

SK reported that she has spoken with someone who is willing to repair the footbridge, it was agreed to wait until a handyperson is determined.

**172. Broadband**

BC informed the meeting that Gigaclear are giving a start date of May 2017 and that BT could be installing superfast Broadband.

PW asked if the Village Hall will be connected by Gigaclear, if not other funding will be sought. **ACTION BC to seek clarification in the New Year**

**173. Village Plan Action Group**

BC informed the meeting that a group are looking at the possibility of a children’s playground. There is a meeting scheduled for January where this and other upcoming

projects will be discussed.

**174. Neighbourhood Plan**

First payment has been made and the steering group is making progress, the first public meeting should be around February 2017. Posters have been produced and a website is being formulated.

**175. Local plan**

Councillor Hargreaves gave a general overview to date and reported that progress was slow. A question was raised regarding how much had been spent to date, Cllr Hargreaves was unsure but thought around £800,00

**NB.** An email was received by the clerk the following day from Cllr Hargreaves stating the following: *the spend on the Local Plan up to the 2014 failure was £2.006m. Since then up to 31 March 2016 a further £544k has been spent, so £2.55m in total. Spending has gone on since March but I don't have a figure for that*

**176. Neighbourhood Watch and signs**

BC stated that due to a shortage of volunteers the signs will not go up at the moment.

**177. Fingerpost**

BC informed the meeting that some progress has been made with the sign but it is not yet finished and there is no final cost. **ACTION** **BC to obtain final cost**

**178. Green maintenance**

 SK reported that she has walked round the green with the contractor who will submit an estimate for the works.

**179. Missing speed signs**

 No progress on the signs, AP has reported to the appropriate body.

**180. Uttlesford CAB**

 A discussion took place following an email received from Uttlesford CAB. It was agreed that as they provide a service to our residents a donation of £200 would be made.

**181. Street lighting**

 A discussion took place regarding street lighting in the village as one of the lights required extensive repair. PW asked for further information on the village lighting, whether it was standard or LED and if there was a softer or harsher light on each

 **ACTION Clerk to contact contractor for information**

**182. PRoWs**

SK reported some signs need replacing. It was agreed to leave until a handyperson is determined.

**183. Highways**

 The parking situation at Waterbutt Row was discussed

 **ACTION**  **PW to chase up by telephone**

 Thistley Crescent – The Clerk had received a telephone call from UDC, work on the right hand side was due to commence shortly.

 Cambridge Road – The parking of contractor’s vehicles on Cambridge Road was discussed, it was felt the issue would resolve as building work progresses.

 Rickling Green Road parking - CP reported that a local school had resolved some parking issues by staggering start and finish times. Some discussion followed regarding the prospect of parent parking at the village hall car park.

 **ACTION SK to raise with the School**

**184. Planning**

 **a) Applications**

 - UTT/16/3542/HHF – 4 Red Brick Cottages, Cambridge Road

 To be reviewed at next meeting

 **b) Decisions –** None

 **c) Appeals –** None

 **d) Trees –** None

 **e) UDC – Breach of Planning Control – Unauthorised works to a listed building**

 **The Old Kings Head – Cambridge Road - Quendon**

A letter received from UDC stated that an investigation had found there was a

 breach, however a retrospective application had been received and unconditional approval was granted and the file closed.

**185. PC meeting dates for 2017**

Dates for 2017 were circulated and agreed.

**186. Agenda items to be included at next meeting on 11th January 2017**

Nothing noted

 **Meeting closed at 21.25**