**DRAFT MINUTES OF**

**QUENDON & RICKLING PARISH COUNCIL**

 **HELD ON WEDNESDAY 7th June 2017**

 **PRESENT:**

 **Alan Price (Chairman)**

 **Chris Phillips**

 **Eleanor Stoneham**

 **Paul Wilsher**

 **Sally Kitcat**

 **Tony Jones**

 **Anne Webb (Parish Clerk)**

 **Cllr. Neil Hargreaves**

 **3 Members of the public**

1. **Dispensations/Declaration of Interest**

None

1. **Apologies for Absence**

 Brandon Chapman

1. **Minutes of the Parish Council Meeting held on 10th May 2017**

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

1. **Matters arising from the Minutes of 10th May 2017 meeting:**

None

1. **Public Participation**

 Nothing raised

1. **Finance**
* **PC Finances**

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| * The Clerk reported the following outgoings since the meeting on 10th May 2017

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| **FINANCE REPORT 07.06.2017** |  |  |  |
|  |  |  |  |  |  |
| The Clerk reported the following outgoings since the meeting on 10th May 2017 |
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| **Cheques to be authorised** |  |  |  |
| EALC (Planning briefing & Standing orders course) | 100.00 |  |  |
| Hilberry Turf |  | 210.00 |  |  |
| YL Morton (internal auditor) | 75.00 |  |  |
| Clerk Salary (June) |  | 346.67 |  |  |
| A Webb (Stamps) |  | 4.34 |  |  |
| B.Chapman (community shop meeting) | 16.60 |  |  |
|  |  |  |  |  |  |
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|  |  |  |  |  |  |
| **Total Payments** |  | 752.61 |  |  |
|  |  |  |  |  |  |
| Lloyds current account balance at last meeting |  |  25,003.35  |
| Less total payments |  |  |  752.61  |
|  |  |  |  |  | **24,250.74**  |
|  |  |  |  |  |  |
| Add UTTDC LCTS Grant |  |  |  514.00  |
|  |  |  |  |  |  |
|  |  |  |  |  |  **24,764.74**  |
|  |  |  |  |  |  |
| As at 7th June 2017 |  |  |  |

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|  |  |  |  |  |  |

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

 Accounts.

Audit asset list – AJ queried the sum insured on the original bus shelter which is £1010.43, the new bus shelter is insured for over £6000. The question was raised whether the insurance covers replacement cost. **ACTION: Clerk to make enquiries**

AJ will include location and dimension of assets on the updated asset list.

1. **Correspondence**

The Clerk informed the meeting of an email received from Tom Duncan who requested a donation of £150 towards a new apple press for the Village apple pressing day in October. This was unanimously agreed.

1. **Update of Forums/Presentations**

None

1. **Training**

ES is attending a Planning course and AW a Standing Orders course, both in June

1. **Parish Website and Communications**

 AP informed the meeting that Total Media had made contact with him and gave an overview of their Company and how they could assist the Parish Council with the website and social media.

Following discussion, it was agreed to thank him for his interest in the Parish Council and contact him in the future if it was felt his services could be useful.  **ACTION: AP to contact**

1. **Community Service**
* **Village Handyperson –** PW has had no success with Stansted Parish Council, it was agreed to continue using Tim for odd jobs around the village – Closed
* **Village Skip –** BC has arranged a skip for June 10/11th at the Village Hall car park.
* **Playing Field –** Nothing further to report to date
* **Tea and cakes on village green –** SK has spoken with the landowner who is happy to support the event. A discussion followed on selecting the best date. ES suggested 1st weekend in September. **ACTION: SK to check cricket calendar**
1. **Broadband**

No further news from Gigaclear at the moment

1. **Gigaclear and Village Hall**

BC notified the meeting by email that the Village Hall committee did not want to pay the yearly service subscription from year 2 onwards. A discussion followed on the Parish Council covering the cost, it was felt it would be a useful asset. It was agreed to discuss further once the connection was complete.

1. **Village Plan Action Group**

 **Community shop**

The Community Shop is looking positive with a commencement date to be agreed. PW will include an article on the website.

1. **Neighbourhood plan**

Cllr Hargreaves informed the meeting the Neighbourhood plan would be aligned with the Local Plan. It is hoped the questionnaire will be published by the end of June, the majority being online. PW requested to be sent the link to enable him to publish it on the Village website. Discussion followed around development issues.

1. **Local Plan**

Cllr Hargreaves gave a brief overview of both the neighbourhood and local plan. Proposals for local plan meeting on 19th June with a full Council meeting planned for July.

1. **PRoWs**

SK has spoken with Charlie Andrews with regard to opening up The Ride in Quendon Woods at weekends and is awaiting a response.The handrail has been constructed on the coffin route, there is slight concern that splinters may result from the top rail. It was agreed that Tim would be approached to see if he can rub the wood down. **ACTION: SK to make contact**

SK reported that she has been speaking with farmers with regard to maintaining their footpaths.

**Highways**

 **B1383 Traffic Island**

AP reported he has made contact with ECC, they will make further enquiries and report back.

 A discussion followed around various crossings. CP asked for an update on the pavement on the B1383.

 **ACTION: AP to make enquiries**

PW informed the meeting that the finger post at Rickling Church had a ‘finger’ missing, it was suggested the Rangers be contacted. **ACTION: Clerk to make enquiries**

1. **Planning**
2. **Applications UTT/17/1419/LB Bury Farm House, Rickling Green**

PW notified the meeting that he had read through the application and would recommend no objection.

**UTT/17/1558/FUL Orchard Cottage. Brixton Lane**

PW felt there was insufficient information to be able to comment. AJ suggested a site visit.

PW will email Clerk with final submission to Clerk in due course.

1. Decisions – None
2. Appeals – None
3. Trees – None
4. UDC – Breach of Planning – None

PW raised the question of whether there was any avenue to explore when planning conditions were set and not adhered to. Cllr Hargreaves suggested contacting the Ombudsman.

AP informed the meeting that he will make enquiries on the playground.

1. Items to be included on the Agenda for next meeting on 12th July 2017

 None

**Meeting closed at 20.35**