**DRAFT MINUTES OF THE**

 **MEETING of QUENDON & RICKLING PARISH COUNCIL**

 **HELD ON WEDNESDAY 16th November 2016**

 **PRESENT:**

 **Alan Price (Chairman)**

 **Tony Jones**

 **Sally Kitcat**

 **Paul Wilsher**

 **Chris Phillips**

 **Brandon Chapman**

 **Anne Webb (Parish Clerk)**

 **Cllr Ray Gooding**

 **2 Members of the public**

 **136**. **Dispensations/Declaration of Interest**

None

 **137. Apologies for Absence**

Cllr Joanne Parry, Cllr Neil Hargreaves

1. **Minutes of the Parish Council Meeting held on 12th October 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 12th October meeting:**

None

1. **Public Participation**

 A member of the public raised a safety concern regarding contractor vehicles parking on Cambridge Road **ACTION:** AP to speak with contractors

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

There has been no interest to date **ACTION:** AP to mention in Link

1. **Councillor responsibility link with school**

 SK happy to take on the role and attend recreational committee meetings as required

1. **Responsibility for website and Facebook**

A discussion took place regarding the village website, it was agreed that this would benefit from redesign by an IT expert **ACTION:** CP to make contact with website designer

1. **Current Finances**

  **FINANCE REPORT 16.11.2016**

 The Clerk reported the following outgoings since the meeting on 12th October 2016:-

 Cheques issued

 Carr & Bircher (904) 360.00

 Hilbery Turf (905) 210.00

 Cheques to be authorised

 Clerks Salary (906) 346.67

 Sally Kitcat (Expenses)(907) 99.90

 1,016.57

 EON Payment (Nov) 37.99

 **Total Payments 1,054.56**

 Lloyds current account balance at last meeting 24,548.25

 Less total payments 1,054.56

 23,493.69

 **Add**

 75% refund of new Clerks course 37.50

 23,531.19

 As at 16th November 2016

 The payments listed above were unanimously authorised

 The Chairman initialled the year to date accounts

 The budget and precept were discussed. TJ questioned whether income would increase once residents moved in to the new houses. **ACTION**: AP to make enquiries

 BC mentioned village map needs updating and there will be additional cost with the website design.

It was agreed that if a handyperson is employed the precept may need to be increased but will remain as it is for the time being.

1. **Correspondence**

None

1. **Update of Forums/Presentations**

None

1. **Training**

 None at the present time

1. **Community Services**

 **Neighbourhood Watch**

BC advised that no new volunteers had come forward

BC advised that 2 more NW signs may be required at a cost of approximately £30 each – this was agreed by the Parish Council. It was debated whether these would be replacement signs or new signs.

 **ACTION:** BC to make enquiries

 **Village Handyperson**

An in-depth discussion took place as to the employment status of a village handyperson. SK reported that she has spoken with someone who may be interested in odd jobs. BC felt it may be beneficial to employ a village Handyperson similar to Newport Parish Council. CP gave an overview of the Papworth Trust who run a handyman service. **ACTION:** SK to make enquiries with Newport Parish Council

**Noticeboard replacement**

The noticeboard sited at Thistley Crescent is in need of repair  **ACTION:** BC to investigate further

1. **Broadband**

BC reported the latest update on Gigaclear who had given him a start date of May 2017 and a completion date of May 2018. He is concerned that this information was only passed on once he had made contact with the Company and suggested that all who had signed up with Gigaclear make contact directly rather than wait for correspondence. PW raised whether the hall would be covered, the general consensus was it would.

 **ACTION:** BC to seek clarification

1. **Neighbourhood Plan and costing**

Newport Parish Council have requested the first instalment of £200 towards the neighbourhood plan.

Member of the public informed the meeting that a link is now available at nqrplan.org and on Facebook and Twitter. There has been mention of the villages being linked but this is unconfirmed.

 Councillors will attend various meetings with regard to the Neighbourhood Plan with village meetings likely to be around February 2017.

1. **Local Plan**

Councillors are attending an Extraordinary General Meeting this evening in relation to the Local Plan. The Parish Council are awaiting a report back.

1. **Village Finger Sign Post**

 BC is liaising with the contractor; it was felt £700 would cover the cost.

 **ACTION:** BC will check progress

 **Green Maintenance:**

 SK has met with the landowner, Ms Bevan who has agreed to meet the cost of general tidying along with tidying of the trees. An agreement has also been reached on the siting of the small 20 miles per hour signs. TJ asked whether these would be a replacement for the 30 mph signs, AP advised the 30 mph signs would remain.

BC spoke of the danger on the bend at Brick Kiln Lane, it was agreed the 20mph signs should help.

TJ informed the meeting that Essex County Council had agreed hatching at the entrance to the school.

 **154: Missing speed signs**

AP stated that the missing signs had been reported to the LHP (Local Highways Panel) and we await their attention

**155: The Gibson Walden Fund and a proposed alternative**

 **C**P gave a concise overview of the Gibson Walden Fund: a charitable organisation set up to provide Alms houses in Saffron Walden and assist in cases of hardship in the surrounding villages. This has now been confined to Saffron Walden activities only, leaving a funding void for those resident outside of the town. CP advised that alternatives were being looked into which included a possible contribution from each member of the '100 Parishes Society' of £50 per month. The Manager of the Citizens Advice Bureau was prepared to attend a '100 Parishes’ meeting to explain the detail. It was unanimously agreed that Quendon and Rickling Parish Council would be prepared to contribute.

**156: Village Action Plan group**

BC reported that he would like to make the Parish Council aware of the various groups involved in the Village Action Plan **ACTION:** BC to email all PC members

1. **PRoWs**

 SK reported on the footpath adjacent to the graveyard, this did not appear to be in the expected location.

 Councillor Gooding informed the meeting that the footpath must be on the definitive map.

 SK stated that some footpaths had not been reinstated but the public were still entitled to walk them.

There was some discussion regarding Northey Wood footpath in Quendon Wood which had been refused permission. Cllr Gooding informed the meeting that it was surrounded by private land.

1. **Highways**

**Waterbutt parking** – TJ attended meeting and is awaiting supporting documents - nothing heard to date

 **ACTION:** TJ to follow up

 **Thistley Crescent Walls**

 CP reported that work was due to commence on 14th November, there was an outstanding question of ownership of one of the walls and whether UDC would repair both sides.

1. **Planning**
2. **Applications -** None
3. **Appeals** - APP/C1570/Y/16/3149842 – 1 Waterbutt Row, Quendon - Granted
4. **Decisions –** None
5. **Trees –** None
6. **UDC –** Breach of Planning - None

**Agenda Items to be included at Next Meeting, 14th December 2016**

 **The meeting closed at 20.45**