

**DRAFT MINUTES OF QUENDON & RICKLING PARISH COUNCIL MEETING  
HELD ON TUESDAY 14<sup>th</sup> NOVEMBER 2018 AT 7.30 PM.**

Present:        Brandon Chapman (chairman) – (BC)  
                     Sally Kitcat – (SK)  
                     Ele Stoneham – (ES)  
                     Paul Wilsher - (PW)  
                     Tony Jones – (TJ)

                     6 members of the public  
                     Ray Gooding (County Councillor) – (RG)

                     Keith Williams (Parish Clerk)

**299.    Declarations of Interest**

TJ in respect of item 19.2 – neighbour of applicant.

**300.    Apologies and Reason for Absence**

None

**301.    Minutes of the last meeting held on 10<sup>th</sup> October 2018 (already circulated)**

The minutes of the last meeting held on 10<sup>th</sup> October 2018 were agreed as a true and accurate record with no amendments, and were duly signed by the Chairman.

**302.    Matters arising from the minutes of the meeting on 10<sup>th</sup> October 2018**

Actions to be taken to be allocated to responsible councillor.

**303.    Public participation**

- I.    Local papers are not being delivered satisfactorily.
- II.   A defibrillator information event is scheduled for 25<sup>th</sup> November. The parish council has been asked to contribute towards the costs. (This to be discussed at the next parish meeting).
- III. The parish council was asked if they were aware that Strutt and Parker have submitted a pre-application form for the field behind the football field. (The parish council is aware following a letter from Strutt and Parker and this matter together with the response will be included in the Neighbourhood Plan).

**304.    Co-option of Mr Edward Crow onto the parish council**

Mr Edward Crow was unanimously elected to be co-opted onto the parish council, the parish clerk to prepare the necessary papers. [Mr Crow was invited to join the council at this point].

**[045/2018]**

**305. Finance**

- a. Account balances (already circulated).
- b. Invoices and payments for approval (already circulated).

The following payments were approved.

**FINANCE REPORT for MEETING 14.11.18**

**Balance b/f @ 30/09/18** 27496.04

Football pitch hire 8.00

27504.04

**Payments to be authorised for October 2018**

<b>Payee</b>	<b>Chq No</b>	<b>Amount</b>	<b>Reason</b>
Hilbery Turf	1019	270.00	Grass cutting
eon	DD	45.70	Electricity for June
CPRE	1021	36.00	Membership
Keith Williams	1022	323.02	Salary for October 2018
eon (football pitch)	1018	21.21	Electricity
HMRC (Keith Williams)	1016	80.60	PAYE month y
Brandon Chapman	1017	9.70	Chairman's expenses
<b>Total Payments</b>		<b>786.23</b>	
<b>Balance c/f @ 31/10/2018</b>		<b>26717.81</b>	

**306. Correspondence**

ES has received a letter regarding the speed stickers for refuse bins. If residents want them the parish council will fund the purchase.

**307. Football Ground**

Question from the floor. Does the lease include a right of way? [This will be investigated as the matter has not previously been brought to the parish council's attention].

BC advised that the objective was to reinstate the pitch and facilities with a view to signing teams to use the pitch for their matches.

The current lease holder is not prepared to maintain the pitch.

SK has advised that a team in Elsenham has shown some interest.

The electricity has been turned off.

Some children have been seen playing on the roof which is already in a dangerous condition.

Strutt and Parker to be asked to put up danger signs. – **SK**

Strutt and Parker to be asked to expedite return of the lease. - **SK**

Strutt and Parker to be asked if there is an issue regarding right of way to the football field. -**SK**

It was suggested that the football ground be registered as an Asset of Community Value. The parish clerk to obtain the necessary application form.

SK suggested that there may be grant money available through the Community Asset Fund from Sport England. TC has agreed to take the lead on this project.

**308. PCC donation update**

The PCC has been asked to provide an update regarding allocation and use of the donation. Mrs Sandra Arnold, who was attending the meeting from choice as a member of the public and who is the treasurer for the PCC, was invited to explain the position of the PCC. She agreed that the relevant contents of her earlier communication with BC may be used. This is the extract.

“As you may be aware for any work to be undertaken in and around our churches that are listed properties we have to follow due process to obtain all consents from the diocese of Chelmsford. This is not dissimilar to applying for planning and listed consent at the council but is usually more arduous and takes longer. The length of time – nine months is therefore not a long time as the approval had not been obtained when you made the donation to us and still has not been obtained.

Unfortunately we are unable to just put a toilet up anywhere and following advice from church advisors we will have to undertake a feasibility review of the options that are available to us in order to comply with the regulations on the best placement of this facility. We will then have to decide on the affordability of the options.

Following discussions at the Parochial church council we would ask whether it would be possible to use your donation to assist us in the feasibility of plans for a toilet. If you are not in agreement that we can do this then we would of course return the money as we are unclear at present how much longer it will take to undertake this work.”

**[047/2018]**

The parish council, at this stage, did not agree to the use of the funds for a feasibility study. However if the feasibility study does not happen then the money is to be refunded. Once refunded the money cannot then be “re-donated” for church use. The parish council have not asked for immediate return of the money. The PCC may retain the donation for the time being whilst Mrs Arnold refers back to see when (or if) the study is to take place.

SK asked about the use of banners. Mrs Arnold will look into this.

**309. Roles and Responsibilities on website**

The website to be updated with current roles and responsibilities. - **PW**

**310. Street Lighting**

Contact to be made with Coney Acre residents to see where additional lights are required. - **ES**

**311. Adoption of new Code of Conduct**

The new Code of Conduct was adopted.

**312. Speedwatch**

10 residents attended an earlier presentation that evening. A representative from the meeting reported that there was a request for the parish council to fund the purchase of a video camera for use in the Speedwatch actions, with a likely cost of £100. A budget of up to £110 was agreed. There was a question of data protection but it is understood that all images are deleted after use. RG would look into this and report back to the parish council.

**313. Neighbourhood Plan**

BC advised that the steering committee was still evaluating the responses to the consultations. The next action would be submission of the proposed plan to UDC under section S15. The NhP SG will be asking an independent assessor to assess the plan to date.

The next meeting of the steering committee will discuss potential site development proposals.

**314. Broadband**

Gigaclear are still maintaining that full broadband should be available by Spring 2019. There is some concern from residents that some trench work had not been made good. BC has contacted Gigaclear to express these concerns.

BT have suggested using Superfast Essex to get updates on their intentions.

**[048/2018]**

**315. B1383 Cambridge Road**

- a. The fallen sign is still in evidence.
- b. The bus stop just before Belcham Lane is badly situated.
- c. The speed sign at the north of the village is difficult to see, particularly when the sun is shining.

A form to be submitted to request a footpath alongside the new developments.

- SK

**316. Footbridge in Quendon Woods**

SK has heard nothing further.

**317. Planning applications**

**1. UTT/18/2952/HHF – South House, Rickling Green.**

Erection of side and rear extension, garage and alterations (amendments to previously approved application UTT/18/2226/HHF).

Objection

The Parish Council made no objection to the previous application regarding this property and would make no objection to this application were it not for the modernist design of the windows which it is felt do not reflect the character of their surroundings.

**1. UTT/18/2681/LB – Street Farm, Cambridge Road.**

Installation of secondary glazing.

No objections.

**318. Date of next meeting**

12<sup>th</sup> December 2018.

Note: The next agenda will include discussion regarding the precept for 2019/2020.

**319. Closure of meeting**

There being no further items to be discussed, the Chairman declared the meeting closed at 21.08.



