

Radwinter Parish Council - Minutes of Annual General Meeting
24th May 2010. Held in the Village Hall at 7.45pm

Present:

Cllrs J Boyden, E Duck, S Graves, M Halls, A Jarvis, K Moore, K Shoolheifer, with the Clerk, R A Jones in attendance and D/Cllr S Schneider and Mr John Whitehead.

Public Session:

Mr Whitehead thanked the Council for their donation to Home Start charity. He then presented to Cllr Jarvis an application pack from Viridor which he hoped would be used to obtaining funding for the pavilion.

Prior to the Meeting the Clerk gave photos to Cllrs Graves and Jarvis of the presentation made by them to Linda Cass. An acknowledgement has been received from Mrs Cass.

A card was given to Kim and Andrew Jarvis congratulating them on the birth of their son.

1. Apologies for absence:

C/Cllr Simon Walsh

2. Reports from the County and District Councillors:

Cllr Schneider was congratulated on her appointment as Chairman of the District Council; she has a new chain of office. She then reported on the withdrawal of the planning application for a second runway at Stansted Airport. The planning applications from Sainsbury and Tesco will be considered jointly at a separate meeting, noting that Sainsbury is on scheduled land independent of the Heritage Centre. The Waitrose application is also to be considered. She issued a warning to beware of bogus scrap dealers in the neighbourhood. Support for a Youth Worker was discussed but this is mainly with ECC. She then left the meeting.

3. Election of Chairman:

Cllr Moore stated that he was willing to stand again, and in response to questions confirmed that he intended to play a full role on the VH Charity if the structure is as submitted. He was then proposed by Cllr Halls, seconded Cllr Jarvis, and agreed. He then signed the acceptance of office.

4. Election of Vice Chairman:

Cllr Halls agreed to stand again. His adoption was proposed by Cllr Duck, seconded Cllr Jarvis and agreed. He then signed the acceptance of office.

5a. Minutes of the Meeting of 12 April:

The minutes having been previously circulated were taken as read, agreed and signed by the Chairman.

5b. Minutes of the Annual Parish Meeting of 12 April:

The minutes having been previously circulated were taken as read, agreed and signed by the Chairman.

6. Matters arising and not otherwise on the agenda:

None

7. Appointment of new officers:

In view of the changes in the Council's requirements all posts were reviewed and the following appointments made:

- a) Finance & Audit Committee: Cllrs Halls, Jarvis & Moore
- b) Health & Safety Compliance Officer: This new post was debated at length but no decision made, and referred to the next meeting.
- c) Planning Committee: Cllrs Duck & Halls
- d) Staff & Structure Committee: Cllrs Boyden & Duck
- dii) Staff Appeal Committee: Cllrs Halls & Moore
- e) Publicity Committee: Cllrs Graves & Shoolheifer
- f) Footpaths & Trees: Cllrs Boyden & Halls
- g) Environment: Cllr Graves
- h) Recreation Ground Cllrs: Halls & Jarvis
- i) Village Development: Cllr Halls
- j) Highways (safety, maintenance & lighting): Cllrs Duck & Moore
- k) Public Transport: Cllr Shoolheifer
- l) Security (Police & Neighbourhood Watch): Cllr Graves
- m) Property Evaluation Committee: Cllrs Halls & Jarvis
- n) Village hall: liaison Cllr Shoolheifer
- o) Youth Liaison: Cllr Duck

8. Finance

(A) Statement as at 1 May:

£60926.94

(B) Report of the Finance and Audit Committee 12 May:

These were previously circulated and the following items noted:-

Project review: The existing notice board was inspected and it was agreed to replace with a similar in oak. Quotes to be obtained also from a local maker. Budget of £1800

Walden Rd Cottage: The property has been inspected by the evaluation committee and the Council adopted their recommendation of a major refurbishment at a likely cost of £10290.

Clerk's remuneration: The Staff Committee will hold discussions with the Clerk and may obtain outside guidance when required.

(C) Approval of Annual Accounts:

The Accounts were inspected and a report made by the RFO. They were approved and signed, and the external audit report signed by the Chairman. The budget was also reviewed and approved.

(D) Current financial position and signing of cheques:

Income: £4050 (♦ precept); £8.09 interest; £75 refund insurance claim.

Payments: RVHMC £16 (Hall hire); R Jones £55.93 (Clerk's exp). Retrospective consent is sought for payment of: Viking £51.69 (Sta); R Jones £52.25 (L. Cass present); Jarvis Electrical £270.25 (V Hall repairs); Duke & Brown £305.50 (V sign); Payment of all these items was approved and the cheques signed.

(E) Other financial items:

'Plough 2' is seeking continuation of our support for social events from 1 April until 1 June @ £24 pcm; this was agreed and cheque for £24 for April signed. SSE is seeking renewal of our subn £10 wef 1st May; this was cancelled.

It was noted that the re-imburement for verge cutting by ECC has been reduced by 15%

Home Start Uttlesford have sent an acknowledgement of our donation.

9. Planning: Planning - Circulated:

UTT/0657/10/FUL) - 1&2 Bendysh Hall Barn: insertion roof-lights, new entrance and UTT/0658/10/LB) - vehicle access - R Pullin - No objection

UTT/0753/10/LB - 1 The Almshouses: relocation inner door - F Halls. - no objection

UTT/0845/10/LB - Radwinter CPS: replacement window frames - Essex CC - no objection.

The Clerk reported that he has been in contact with Mr M Young, Chairman Wimbish PC regarding reports of gypsy squatters at the mushroom farm in Wimbish Green Lane. No confirmation has been received and it is being monitored.

10. Clerk's and Councillor Reports:

(A) Highways: Review of Action sheet:

It was noted that the annual inspection had been carried by Ray Curtis of Hways with Cllrs Moore and Graves, and a report received together with a reply questionnaire.

Some of the work is already in hand. The TAWS sign by the church is now functioning. The Clerk has sent photos of the desired fingerpost format at the crossroads to Hways. Some drain-riding has been carried out at Hall Farm. Clerk to query action on foot-paths.

We have been informed that B1053 from Maple Lane to Water Lane, and from Plough X-Roads to Anso Rd will be closed for a short period together with other nearby roads for repairs, but the timing is uncertain.

(B) Village Hall Charity Scheme:

It was noted that Sir Jonathan Parker has now submitted his proposed scheme to the Charity Commission.

(C) Village Hall Complex:

Following the vacating of Walden Rd Cottage it has been put in the hands of FDPM to seek tenants. However on inspection it was discovered that the Cottage is in a bad state of repair and needs extensive refurbishment. Quotes have been obtained and Cllrs Jarvis and Halls have carried out a survey and their recommendation of major refurbishment adopted. The ceiling tiles have now been removed. Clerk to ascertain planning requirements re outside boiler.

The Almshouse Trustees have given consent for any required alteration to the frontage of the Almshousesp for an agreed scheme of landscaping. Cllr Graves agreed to undertake hedge cutting to front of Walden Rd Cottage at no charge.

(D) Village sign:

Cllr Halls has completed the framework and is now working on the column. Text for sign plate to be produced by Cllr Shoolheifer. The erection and unveiling needs to be agreed; Cllr Boyden to liaise with Mr Paul Camp.

12 Correspondence:

(A) Meetings

Wed 26 May - Risk Management Course - Gt Dunmow 9.30 - 3.30 (Clerk to attend)

Thurs 27 May - Community Forum - safety presentation - SWCO 7.30pm

Wed 2 Jun - VCU: social event - SW market Sq 11.30am

7-14 June - ECC - Litter picking week

Wed 30 Jun - EALC budget course - Gt Dunmow 9.30 (£36)

(B) Other papers

The school have informed us of a barbecue in honour of the Headmaster who is leaving.

A pack of non-priority items was passed to Cllr Shoolheifer for circulation but the previous 2 packs have not been returned to the Clerk for filing.

13 Other Matters:

The Clerk had circulated a draft General Risk Assessment together with a revised Financial Risk Assessment for inspection and approval by the Council. A draft Health and Safety Policy has also been circulated.

Cllrs Graves and Jarvis and the Clerk are processing an Emergency Plan and input is sought from all Cllrs.

Mr Albert Gerhard has requested purchasing Parish Council land at Stocking Green to use for his beehives and to keep pigs whilst retaining it as a wild life meadow. It

was agreed to retain ownership of the land but Clerk to investigate leasing, but with no pigs or tree planting.

14. Next Meeting:

The Clerk has requested that the date of the Meeting be brought forward to Monday 28 June; this was agreed. The Meeting closed at 10.45pm