

Radwinter Parish Council
Minutes of the Annual General Meeting 23rd May 2011
Held in the Village Hall at 7.45pm.

Present:

Cllrs S Graves (Ch); V Boyden; E Duck; M Halls; K Shoolheifer, K Thompson with the Clerk, R A Jones in attendance and D/Cllr Simon Howell & Mr Stephen Hargreaves

Public Session:

(a) Cllr Howell introduced himself to the Council and promised his co-operation. He noted various points including glass recycling.

(b) A discussion was held with Stephen Hargreaves regarding the recreation ground committee, the pavilion committee and their future relationships with the Council. Confirmation of our continued financial support was given. Interest in early development of the pavilion was agreed and a meeting arranged on site for Monday 6 June. He would ensure that minutes and accounts would be regularly forwarded.

1. Apologies and reasons for absence:

Cllr K Moore - business; C/Cllr S Walsh

2. Election of Chairman:

Cllr Graves was proposed as Chairman by Cllr Halls, seconded Cllr Boyden and carried nem con. He accepted the nomination and signed the acceptance of office.

3. Acceptance of office of elected Councillors:

Messrs Boyden, Duck, Graves, Halls & Shoolheifer signed the acceptance of office, and would forward their register of interests. They confirmed that they had submitted their claim for election expenses to the UDC or would do so shortly.

4. Election of Vice-Chairman, and acceptance of office:

Cllr Graves proposed that Cllr Halls be elected as Vice-Chairman, seconded Cllr Boyden and carried nem com. Cllr Halls accepted the nomination and signed the acceptance of office.

5a. Minutes of the previous meeting 18 April:

Having been circulated they were taken as read and were approved and signed by the Chairman.

5b. Minutes of the Annual Parish Meeting 18 April:

Having been circulated they were taken as read and were approved and signed by the Chairman.

6. Matters arising from either meeting and reports from County & District Councillors:

Village Hall Charity AGM. It was noted that Paul Camp, Susan Bright and David Bacon were elected in place of Shirley Orrock, June Tupper and Sue Schneider. The first meeting of the Trustees would be on Thursday 9 June.

7. Co-optation of new Councillor:

Ken Thompson was proposed for co-optation as a Parish Councillor by the Chairman, seconded Cllr Halls and carried nem con.

8. Acceptance of office of new Councillor.

Ken Thompson accepted the nomination and signed the acceptance of office.

9. Appointment of new officers:

a) Finance & audit committee:

Cllrs Graves, Halls & Thompson

b) Health & Safety Compliance officer:

agreed as a general responsibility

c) Planning Committee:

Cllrs Halls, Duck & Thompson

di) Staff & Structure Committee:

Cllrs Boyden & Duck

dii) Staff appeal committee:

Cllrs Graves & Halls

e) Publicity:

Cllrs Graves & Shoolheifer

f) Footpaths & trees:

Cllrs Halls & Boyden

g) Environment:

Cllrs Graves & Duck

h) Recreation Ground liaison:

Cllrs Halls & Shoolheifer

i) Village development:

Cllrs Halls & Thompson

j) Highways (safety, maintenance inc lighting):

Cllrs Duck & Moore

k) Public transport:

Cllr Shoolheifer

l) Security:

James Briggs to be asked to extend his brief as Neighbourhood Watch Co-ordinator to include police liaison

m) Property management:

Cllr Halls

n) Youth liaison:

Cllr Duck, with possible assistance from a younger village resident.

Village Hall Charity:

It was noted that Cllr Shoolheifer has already been appointed as Council nomination to the Charity for this current year, in addition to the Chairman ex officio.

10 Finance:

(A) Statement:

Funds at 18 May: £45,459.58

(Bi) Report of the Finance Committee Mtg 10/12 May:

The minutes were circulated and the points for action noted. The recommendation for a contribution of £3000 this year to the rec committee was accepted.

(Bii) Report of the Staff Committee Mtg 3 May:

The minutes had been previously circulated and the recommendations accepted, including the appointment of messrs Douglas Tonks as agent for HMRC, and the revised pay structure for the Clerk/RFO. He would retain his grading but the weekly hours of duty cut to 6, eliminating the former supplementary fee of May 2010. He would in future be paid bi-monthly.

(C) Approval of the annual accounts and report:

These were inspected and a report made by the RFO. They were approved and signed by the chairman, together with a report to the external examiner. The Financial Advisor was thanked for his continued help. He has already agreed to serve as before, having noted the requirements of the Accounts and Audit (England) Regulations 2011

(D) Current expenditure and signing of cheques:

receipts: UDC £40050 (half precept); interest £7.28.

Payments: R A Jones £ 70.20 (154 - expenses); Cllr V Boyden £175.61; BT £59.80 (d/d PO phone). Retrospective consent for payment of R A Jones £467.00 (153 - May fee part reduction) Payment of all items was approved and cheques signed later.

The RFO reported that the Finance Committee had revised the valuations for assets following the discontinuance of the village hall and outbuilding insurance and the subsequent incorporation on to 1 policy. If the recommendations are adopted in full

the cost would rise from £1033.14 to £1462. he was instructed to examine the requirements in more detail and obtain other quotations.

(E) Other financial items:

The Clerk reported that the Council copy of 'Local Council Administration' by Arnold Baker had been lost by the previous Chairman, and it was important that the present Chairman had one. The cost is £62.50 from EALC. The clerk was instructed to purchase one to be kept in the VH muniments room.

SSE have requested renewal of our subscription £10. It was agreed that this should continue to be paid.

11. Planning

(A) Approved:

UTT/0336/11/CLE - Applecroft, Wimbish Green Lane: lawful use of land as garden & driveway - Mrs J Thompson

ENF/50/11/B Springfields, Wimbish Green Lane: erection of haybarn contrary to UTT/1244/10/FUL - 22/2/11

(B) Refused

UTT/0228/11/FUL - 9 Princes Well: major 2 storey extension - A Young - Appeal in progress

(C) Enforcements:

PC.43(D1)2100791 - Radwinter Manor Place - reduce crown of diseased oak tree - Miss M Colton

(D) Circulated:

UTT/0747/11/FUL - 8 East View Close: 1 storey rear extn - Melissa Creig (Ag: A Jarvis) - Closing 25 May 2011 UTT/0825/11/FUL - 6, 7 & 8 Princes Well: 1st floor rear extns & front porch - Messrs Bacon, Meli & Andeoli - revision of UTT/0328/11/FUL - closing 2 June

UTT/0837/11/Ag - Jenkinhogs Farm: erection of agricultural Blg - Mrs S Williams (Ag M Gibbs) closing 20 May

A complaint has been lodged regarding the classification of this as an agricultural development, together with comments supporting those made by Mrs Thompson and Lady Walker.

UTT/0863/11/FUL - Purkis Mill End: erection of outside swimming pool - P Thomas (Ag K Pilbury) closing 5/6

12. Action schedule:

see separate sheet. It was reported that we have now obtained the review of the traffic movements in Walden Road following the introduction of the TAWS signs. It seems that there is no noticeable difference, it remaining at an average of ~31mph.

13. Other items:

(a) Recreation Ground:

Discussed earlier with Stephen Hargreaves; see also item 10B

(b) Stocking Green:

The site was inspected by Mark Iley of Essex Bio-diversity together with the Chairman, Clerk and Mr Uri Gerhard. Mr Iley reported that the site was best left as is, with perhaps some attention to the pond and some tree planting along the verge. Any clearance should be small scale but could be sufficient for some hives. A complaint from Roger Mance is to be investigated.

14. Correspondence:**(a) Meetings:**

Thurs 16 June - EALC: councillor trg day 1 - Gt Dunmow 9.30 - 3.30

Wens 22 June - EALC: roles & responsibilities course - Gt Dunmow 9.30 - 12.30

Wens 6 July - EALC: Chairman's day - 9.30 - 3.30

Thurs 14 July - EALC councillor trg day 2 - Gt Dunmow 9.30 - 3.30

(b) Other Matters:

(i) The Chairman gave a vote of thanks to Cllr Boyden, The WI, Plough2 team and other helpers for the work done to make the Royal Wedding commemoration a success.

(ii) UDC have emailed regarding the removal of dispensation to prejudicial interest

15. Next meeting:

already arranged for 4 July at 7.45pm. The meeting closed at 10.45.

24/05/11 ACTION SHEET

Date	Requirement	Action	By	Date	Comments
1 Nov 09	Footway by E bound bus stop	widen footway	hways		Ron Martin to inspect
1 Mar 10	f/p 34 - path by Hale Cottage?	Check - in garden	hways		Rob Lee to inspect
1 Mar 10	f/p 39 - Bendysh Wood - crosspath	check	hways		N Eley to check
1 Mar 10	f/p 41 - Bendysh Wood - crosspath	check	hways		N Eley to check
1 May 11	f/p 15 - Bendysh Wood - footbridge	check	hways		N Eley to check
1 Apr 10	Widen entrance to car park	prepare details	PC		MH to prepare plan
1 Nov 10	Footbridge at bridgefoot - fragile	repair	hways	asap	Ron Martin to inspect
1 Jan 11	flooding in Walden Rd	clear drainpipes	hways	in hand	Ron Martin to inspect
17 Jan 11	Pot holes in Walden Rd	repair	hways		Ron Martin to inspect
17 Jan 11	Install disabled parking bay in car-park	install	PC	?	Andrew Jarvis
29 Nov 10	Water Lane	install sign 'slow - school'	hways		
1 Feb 11	Water Lane	paint new posts	hways		partially done
28 Nov 10	Water Lane/EVC junction verge	move fence	hways		CS informed
1 Feb 11	No Through Road sign - Stocking Green	installation	hways		CS informed
1 Jan 11	Water lane - school sign	installation	hways		CS informed
1 Apr 11	displaced kerbstones - 14 & 31 EVC	repair	hways		CS informed
1 Jan 11	TAWS speed monitor	after installation	hways		now rec'd
In Abeyance					

1 Oct 10	Footpaths P3 scheme	alternative scheme	M Halls	see mins	
	Social Hsg & Rec Dev	develop scheme	Bidwells		with Sir J Parker
1 Sep 08	allotments	clarfy availability	E Duck		with Sir J Parker
1 Apr 09	20mph speed limit outside school	installation	hways		
23 Apr 10	weight limit Water Lane	installation	hways		
23 Apr 10	improve footway by e bound bus stop	widen	hways		
30 Jun 09	improve visibility at Water Lane junction	move hedge	trustees	inspect	
30 Jun 09	improve visibility at junction by narrowing road	widen footway	hways		
1 Sep 10	Almshouse hedge	remove?	PC		M Halls