

Radwinter Parish Council

Minutes of Annual General Meeting 18th May 2009

Chairman: Councillor Moore was unable to be present for the first part of the Meeting due to other commitments and Cllr Halls took the chair. The Clerk read a 'thank you' card from Helen Brown for the leaving present that she received.

Present:

Cllrs Halls (Ch); E Duck; S Graves ; A Jarvis; K Moore (part) with the clerk, R A Jones in attendance and Lady Suzanne Walker.

Public Session:

Lady Walker thanked the Council for their work in organising the re-opening of the Post Office. She then drew attention to the poor state of the PC entry on the website. Mention was also made of the malfunction of the light bollards in the car-park. The condition of various footpaths was also raised.

1. Apologies for absence:

Cllr Moore (as above); Cllr Harling; she also informed the Chairman that due to circumstances she was no longer able to continue as Councillor and tendered her resignation. This was accepted with regret. C/Cllr S Walsh and D/Cllr Schneider also sent apologies.

2. Election of Chairman:

Cllr Moore had indicated his willingness to stand, and his appointment was proposed by Cllr Halls, seconded Cllr Graves and carried. He later signed the Acceptance of Office.

3. Acceptance of nominations for new Councillor and co-optation.

Following the resignation of Cllr Harling there will be two vacancies on the Council. We have received two applications; these are from Mrs Katharine Shoolheifer of 4 Beech Cottages, and Ms Victoria Boyden of Yew Tree Cottage, Princes Well. The Clerk read a resume received from each, and both were considered very suitable. In view of the need to advertise the second vacancy no appointment for this can be made until after the end of 14 working day period of notification. In order to avoid any show of partiality it was agreed not to co-opt either until the end of this period, and if no candidate was forthcoming to then co-opt both in time for them to join at the next Meeting.

4. Reports from the County and District Councillors:

None

5. Election of Vice Chairman:

Cllr Moore had proposed Cllr Halls, seconded by Cllr Jarvis and carried. He then signed the Acceptance of Office.

6a. Minutes of the Meeting of 20 April:

The minutes were approved and signed.

6b. Minutes of the Annual Parish Meeting of 20 April:

The minutes were approved and signed.

7. Restructure of the Planning Committee:

It was agreed that the present system of inspecting applications was not working. It was proposed that the Clerk should on receipt of an application email details to all Councillors, then pass the application to 1 councillor for inspection who would then pass it to a second within a week, this latter to then communicate the findings to the Clerk. If a major objection was raised then the whole Council would be consulted for their views. This scheme was adopted, and Cllr Duck and Cllr Halls agreed to form the committee.

8. Appointment of new officers:

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

a) Finance & Audit Committee:

Cllrs Moore, Halls, A.N.Other.

b) Planning Committee

Cllrs Duck & Halls

c) Staff & Structure Committee

Cllr Duck & A.N.Other

cii) Staff Appeal Committee

Cllrs Halls & Moore

d) Publicity Committee

Cllr Graves & A.N.Other

e) Footpaths & Trees

Cllr Halls & A.N.Other

f) Environment

Cllr Graves

g) Recreation Ground

Cllr Halls & Jarvis

h) Village Development

Cllr Halls

i) Highways (safety, maintenance & lighting)

Cllrs More & Duck

j) Public Transport

A.N.Other

k) Security (Police & Neighbourhood Watch)

A.N.Other

l) Village hall liaison

Cllr Moore

The vacancies would be filled at the next meeting.

9 Finance

(A) Statement as at 13 May :

Current a/c £11045.46; deposit a/c £48499.98;

total funds £59545.44.

Our accounts with Cater Allen and Bank of Ireland will be closed wef 20 May and transferred to the Co-operative Bank plc. No payments will be made until after the transfer is complete and no cheques will be issued until 25 May.

(B) Report of the Finance and Audit Committee:

The work of the committee was commended and their recommendations accepted, which included the following investigating the following projects:

- a) Extra car parking space in Rec (MH to investigate)
- b) Improved access to Rec car-park (MH to investigate)
- c) Hard path to play area on rec. (MH to investigate)
- d) New or improved storage facility for mowers for use in churchyard. (AJ to investigate requirements including possible new mower)
- e) Village shop facilities, possibly in conjunction with Plough PH.
- f) Provision of funds for youth activities
- g) Donation to over 60s club

(C) Approval of Annual Accounts:

The Accounts were inspected and a report made by the RFO. They were approved and the external audit report signed by the meeting chairman

(D) Current expenditure and signing of cheques:

Income: no bank statements have yet been received and we will not know the actual position until after transfer is completed.

Expenditure: The following accounts require settlement: Viking Direct £35.04 (stationery); R Jones £84.12 (RPC purchases) R Jones £50.52 (clerk's exp); Thesign & graphics Co £43.70 (Rec sign); K Moore £11.20 (replacement for mtg exp).

Payment was agreed and the cheques signed.

(E) Post Office:

It is required to set a charge for the rent of the Post Office. It was agreed that a nominal charge of £5 per annum be made initially, subject to annual review.

(F) Other financial items:

Our insurance requires renewal wef 1 June and Allianz are quoting £3004.11; an alternative quotation has been received from Zurich through Suffolk Acre of £2442.52 on the same valuation. It was agreed to accept this and to undertake a revaluation of our assets as a matter of urgency. NFU and Saffron Insurance did not quote.

It was noted that E.On has raised the charge for street lighting by 31% backdated to November 2008 despite objections from the Clerk. They have agreed that a new contract could be negotiated in July.

We have requests for membership renewal from CVSU £10; UALC £25; SSE £10; the Volunteer Centre £5. It was agreed that only SSE should be renewed and a cheque for £10 was signed.

St Mary's Church has requested a renewal of our part payment towards the gardener; this was agreed. The Radwinter Society acknowledged our offer of match funding and an application has been made for a UDC Community Grant.

The S137 grant limit has been raised to £6.15 per elector for 2009/10.

The drains for Hall Cottage have been unblocked at a cost of £110.

10. Planning: Planning

(A) Approved:

UTT/0217/09/CLP - Chips Cottage Stocking Green: Certificate of Lawfulness for proposed outbuilding for storage and keeping chickens: Mr U Gerhard. Approved 20 April

(B) Refused

UTT/0298/09/FUL – The Old Cartlodge Jenkinhog Farm: change of use from holiday let to day care centre for the elderly – Mrs L Ward

(C) Amended

UTT/0221/09/TPO: Poplar Hall Princes Well Radwinter - Overall crown reduction and thinning of 1 no. Oak by up to 20%: Valerie Colwill

(D) Enforcements

ENF/148/08/28/11/2008 Brook Farm Equestrian Centre Hempstead Rd- Mobile home on site in breach of condition C.13.2 of UTT/0377/00/FUL.

ENF/196/08/B 21/11/2008 - White Gables (now known as Stackyards) Maple Lane: garage/annexe to front of property being used as accommodation independently of main building.

ENF/96/09/B - The Old Cartlodge Jenkinhog Farm: change of use from holiday let to day care centre for the elderly – Mrs L Ward

11. Clerk's and Councillor reports:

(A) Highways:

The action sheet carried details of a report following a visit from Ray Curtis of Hways. Some of the work scheduled for M & G should be in hand, and remainder programmed. He also reported on the Walden Rd flooding by Hall Farm, and this is to be discussed by Cllr Halls with Ray Searle. The crossroads have been repainted in part, but a warning sign is unlikely due to location.

The condition of footpaths was raised and a schedule of those requiring attention confirmed.

It was confirmed that the grass cutting programme is in hand. Hways to be contacted re overgrown trees at Bridgefoot.

it was noted that the parking problem outside 4 South View is still unresolved and the Clerk is to contact Roz Millership of UDC Housing.

(B) Village Sign:

Cllr Halls has photographed various signs and will pass details on to the Clerk to enable him to send the planning application.

(C) Footpaths:

Cllr Halls has discussed the P3 scheme with Hempstead PC to clarify details. A meeting is to be held on 10 June to allocate paths to volunteers.

(D) Community Plan:

The Clerk reported a request from Bidwells for a meeting to discuss future plans including affordable housing. After prolonged discussion Cllr Halls agreed to attend with the Clerk. A letter has been received from ERHA offering collaboration.

(E) Village Hall Complex:

An email has been received from the Ch Commn. stating that they want all interested parties to collaborate in drawing up a scheme. The Clerk has replied confirming our continued willingness to do this.

There are some maintenance problems in the Hall and the Clerk is to inform the VHMC.

FDPM inspected Hall Cottage on 29 April and found it in good order

(F) Post Office:

The premises were inspected by Steve Rolfe of PO Ltd with Clare Butfield and the Clerk and a dedicated phone line installed. It was then formally opened on 15 May by Lady Suzanne Walker. There is a consultation period until 15 June; a notice received by EALC stating it was earmarked for closure was incorrect and the outreach provision will be in place at least until 2011.

12 Correspondence:

(A) Meetings

Wens 10 Jun – ETP – employment issues course: Gt Dunmow 9.30am £54

Thurs 11 Jun – ECC – N Uttlesford community Forum – 7.30 UDC SW

Thurs 11 Jun – Essex Fire – seminar on thatched roofs – Newport Fire Station
7.30pm

Tues 16 Jun - ETP – Fol and Data protn workshop: Gt Dunmow 9.30am £34

Thurs 25 Jun – ETP – Statutory Plg course : Gt Dunmow - £54 – Cllr Duck regretted not being able to attend

Fri 26 Jun – ECC – Sustainable rural communities – Braintree 10am

Tues 30 Jun – ECC – Procurement & grants workshop – Dunmow 9am

(B) Other papers

Helen Brown has supplied copies of her recommendations regarding the Staff Committee for discussion by the Council. Clerk to circulate.

Rec – Mins of AGM 22 April & Annual Accounts

UDC – email re Grafitti problems – reply by 29 May. Clerk to request pack

Mrs Vicary – letter 12 May re overgrown hedge. Clerk to contact Mr Lee Hewitt of Brook Farm

13 Other Matters:

None

Next Meeting:

Already arranged for 7.45pm on Monday 6th July. The meeting closed at 10.30pm