

Little Oakley Parish Council

Clerk: Vikki Howard 3, Rectory Road, Little Oakley, Harwich, Essex. CO12 5JX

Minutes of the meeting held on the 16th December 2015

Councillors present: Cllr Howard (Chairman and District Cllr), Cllr Cullen (Vice Chair), Cllr Griffiths, Cllr Griggs, Cllr Churchwood and Cllr Hunnaball

Also Present: CC Erskine

Meeting started at 19:04

15/157 Apologies of Absence

There were apologies received from Cllr Attrill and Cllr Steer

15/158 Declaration of Pecuniary and Non Pecuniary Interests

Cllr Howard declared a pecuniary interest in Finance – Item 15/170

15/159 Signing of the minutes from 11th November 2015

It was **Resolved** to accept the minutes of November 11th as a true and accurate record.

Proposed: Cllr Hunnaball

Seconded: Cllr Churchwood

All agreed

15/160 PCSO

Cllr Howard read out an email from Matt Ladkin regarding an idea about share funding a PCSO with neighbouring Parishes.

The councillors felt that although in principle it was a good idea, it was not up to the Parish Council to fund something that the police should fund.

Concerns were also raised regarding the following:

- The share of contributions towards a PCSO and where the PCSO would be expected to be. For example:
If one parish contributed more money than other parishes, would they expect the PCSO to attend their parish more than the other parishes that had contributed?
- Would there be any guarantee that they would not be taken away from the parishes that had paid for the PCSO to cover other areas outside the parishes that had contributed?

It was **Resolved** not to progress with the idea of share funding for a PCSO.

Proposed: Cllr Griggs

Seconded: Cllr Churchwood

All agreed

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15/161 Correspondence and Updates

To acknowledge receipt of a letter in relation to minute ref:15/138

All Cllrs acknowledged receipt of the above letter

To receive a letter of thanks from the Air Ambulance - noted

To receive a letter of thanks from St Michaels - noted

Possible blocked drain in Harwich Road – Reported to ECC and County Councillor Erskine Updated see email - noted

Local Highways Panel - noted

A letter from the Fire Service – noted and **Resolved** that a copy of the letter is to be put on the notice boards and on the website. It is also to be noted that this scheme is not endorsed by the Parish Council.

Proposed: Cllr Griffiths

Seconded: Cllr Hunnaball

All agreed

To receive a Letter from the Chair of Ramsey & Parkeston PC and the response received from Cllr Neil Stock, Leader of TDC – noted

Veolia grant bid – The council received notification that they were not successful in the grant bid to Veolia. The clerk will now apply to CIF

Bin Keys – The playground bin keys that the clerk had been sent were too big. Cllr Griffiths will go and take a look at the bin lock.

15/162 Memorial Club/Field

Cllr Howard read out some email threads between Michael Good of LOMC and the clerk.

It was resolved to reply to Michael Good saying that the Parish Council had no new information at this time and we would keep LOMC updated.

15/163 Playground

Cllr Steer had reported that the Playground pedestrian gate had been 'fenced off' and people were having to walk around the back of the playground to access the pedestrian gate. He also mentioned that the pathway was getting very muddy. The clerk contacted LOMC and received an email back from Steve Gawn saying:

'it was my call to put in place the temporary fencing and rope redirecting the users and spectators of the 3G facility so that they use the hard surface walkway as the grassed area normally used for entry was becoming very muddy, it also has implications on the 3G as cross contamination is an issue.'

Steve Gawn went on to say:

'I have spoken to Michael about the installation of a hard pathway from car park to 3G and then extending it to the play area gate which we will hopefully be able start when the better weather arrives. As for the rope I

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should have left instructions for it to be removed after the last session, there was no intention for it to remain in place all of the time.'

It was **Resolved** to reply to Steve Gawn saying that a hard surface would be a good idea and very welcome.

Proposed: Cllr Hunnaball

Seconded: Cllr Churchwood

All agreed

15/164 Scanning of the minute books

The clerk reported that she had counted the pages of the minute books and sent the figures to the ERO Archive Service. She also asked for a costing for photographing the pages and putting the images on a USB key for safe keeping.

The cost would be £407.51 exc VAT.

It was Resolved to take the minute books to ERO and have them photographed and the images put on a USB key and the minute books to be stored at ERO.

Proposed: Cllr Hunnaball

Seconded: Cllr Cullen

All agreed

15/165 Bus Shelter Roof

The clerk reported that she had received a quote from a company in Thorpe-le-Soken for two different types of repair. The clerk also said she had contacted HomeCraft in Kingsway and was waiting for them to get back to her.

It was **Resolved** to get some like for like quotes and to delegate to the clerk the permission to choose and approve the works needed up to the value of £175.

Proposed: Cllr Griffiths

Seconded: Cllr Cullen

All agreed

15/166 Budget

Cllr Cullen as Chair of the Finance Committee recommended the Budget to the Cllrs.

It was **Resolved** to Accept the Budget for the financial year 2016/17.

Proposed: Cllr Cullen

Seconded: Cllr Churchwood

All agreed

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15/167 Precept

Cllr Cullen as Chair of the Finance Committee recommended the precept for the financial year 2016/17. The clerk had prepared two precepts, one for a 1.99% rise and one for a 5% rise. The reason for this being that it is not known at this time if the Government will impose a 2% cap on Parish Councils precepts.

It was **Resolved** to accept both precepts and to delegate to the clerk permission to submit the 5% rise if there is no cap and to submit the 1.99% rise if a cap is implemented.

Proposed: Cllr Cullen

Seconded: Cllr Griffiths

All agreed

15/168 Urgent Matters

There were no urgent matters

15/169 Planning Application

15/01816/FUL	Mr K Panrucker	Two storey side extension.	112 Rectory Road Little Oakley
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It was Resolved to enter a neutral submission to TDC planning for this application.

Proposed: Cllr Griffiths

Seconded: Cllr Griggs

All agreed

15/170 Finance

It was Resolved to accept the finance report and agree all payments for the month. See appendix 1

Proposed: Cllr Churchwood

Seconded: Cllr Griggs

All agreed

15/171 Report by District Councillor Tom Howard

District Cllr Howard said there was not much to report this month. He said TDC had decided to cut the black bags. When this was first decided, it was found to have been done so illegally due to an officer error. TDC had to make the decision again and it is expected that this will be called in.

He also went on to explain about the Government cuts and how it affects TDC. He went on to say that he has been working on the baseline budget. Residents parking and the Big Society is something that TDC are currently looking at.

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15/172 Report by County Councillor Erskine

County Cllr Erskine said he was going to talk about the Local Highways Panel (LHP) which the Cllrs had already discussed earlier in the agenda. He added that the Parish Council can get bus shelters through the LHP. Cllr Churchwood asked for a brochure. County Cllr Erskine said he would send a PDF copy to the clerk.

15/173 Public Speaking
There was no public Speaking.

15/174 Items for next agenda and Updates/Correspondence/information only
LHP – Bus Shelters

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Appendix 1

Finance Report December 2015

Summary

TSB		
Cheque Account Balance from 1st September 2015		£1259.66
Plus Income to TSB cheque account (transfer)		£1000.00
Less cashed cheques:		
Unity Trust Bank		£2000.00
	Total	£2000.00
Less Direct Debits:		£0.00
	Total	£0.00
Balance in TSB cheque account as of 30th September 2015		£259.66
Income to TSB Savings Account		£0.00
Balance in TSB Savings Account as of 30th September 2015		£857.98
Less Uncashed Cheques Listed Below		0.00
TSB Overall Balance as of 30th October 2015		£1117.64

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Unity Trust		
Cheque Account balance - 1st November 2015		£2576.76
Less Payments:		
Air Ambulance		£120.00
CAB		£120.00
Churchyard Fund		£120.00
Hire of Hall		£20.00
Essex Pension Fund		£60.74
Clerks Wages		£268.25
Play Inspection Company		£65.99
Clerks Expenses (Wreath)		£35.00
A & J Lighting (D/D)		£41.26
SSE (D/D)		£58.59
Andrew James Martin Maintenance		£75.00
	Total	£984.83

Income to Unity Cheque Account		
CiLCA Registration Refund		£150.00
	Total	£150.00
Balance in Unity Cheque Account - 30th October 2015		£1741.93
Income to Unity Savings Account		£0.00
Money out of Savings account (transfer)		£0.00
Total in Unity Savings Account		£8000.37
Unity Overall balance		£9742.30

Payments for approval this month

Hire of Hall x 2	£40.00
SLCC	£77.00
EALC (Transparency Course)	£15.00
Clerks expenses (Christmas box)	£75.00
Web Maintenance x 2	£66.00
Pension	£47.58
Clerk Wages	£210.07
A & J Lighting – Direct Debit	£41.26
SSE – Direct Debit	£53.61
Outgoing Total	£625.52