

Little Oakley Parish Council

littleoakleypc@gmail.com

Minutes of the Parish Meeting held on Wednesday 11th April 2018 Held at the Millennium Room, Ramsey.

Present: Cllr Griffiths (Chairman), Cllr Cullen (Vice Chairman), Cllr Hunnaball and Cllr Bush
Also Present: Jeanette Sands (Clerk/RFO)

Start Time 19:00

17/211	Apologies for Absence Apologies have been received from Cllrs Attrill, Griggs, and Steer. County Cllr Erskine also sent his apologies.
17/212	Declaration of Pecuniary and Non-Pecuniary Interest No declarations of pecuniary or non-pecuniary interests were made.
17/213	Signing of the Minutes The Minutes of the previous meeting held on Wednesday March 14 th 2018 were accepted as a correct record of the meeting and signed. Proposed: Cllr Hunnaball Seconded: Cllr Cullen
17/214	Urgent Matters TDC had recently sent out a new draft Code of Conduct. This had been emailed to Councillors to review. It was decided to meet on Wednesday 18 th April to go through this and to amend this for the Parish Council. Once this has been done the new draft will be discussed at the next Parish Council meeting with the view to adopting this.
17/215	Clerks Report Footpath next to Oakridge – Cllr Cullen has had a discussion with the farmer regarding the churning up of the path. He has advised that this will be repaired but needs to wait until the weather is drier, this will also be the case with the footpath from Harwich Road to the corner of Oakridge. Outdoor Gym – the placement of the outdoor gym on the greensward near the Oakridge estate was discussed and it was felt that if the gym were to be placed in this area residents would need to be consulted. Cllr Bush will contact TDC with regards to grants and timescales. Playground repairs – The Clerk has been advised that the railings will need to be removed to be repaired and that it would need to be a quiet day to do this due to sparks from the equipment being used. The company also suggested she should contact the original company as the railings shouldn't come away without excessive force which doesn't seem to be the case. The Clerk will look into this. Planning – An email has been received back from the Planning Department advising that residents have 3 years to enact the planning permission which

	<p>has been done therefore they can then take as long as they wish to complete the building.</p> <p>Overgrown hedges - The hedge on Harwich Road has now been trimmed back although is still overhanging the pavement. However due to the type of hedge it is not possible to trim back too much in one attempt as this can result in the hedge dying. The details about the hedge on Rectory Road have been passed to council officials to look at to either issue a notice or cut back the hedge.</p> <p>Soiling of the footpath near the corner of Oakridge – Environmental Health were contacted to see if they could offer any advice but were unable to. They suggested the police as this is a public order offence. The Clerk emailed the general police helpline but they could not help due to this being a local issue. Essex Police have now been emailed.</p>
17/216	<p>Finance</p> <p>The Chairman read out the Finance Committee Report (Meeting 4th April 2018). The expenditure for the financial year 2017-2018 had seen an underspend, the main items leading to this were due to not having a clerk for part of the year and savings on bus shelter cleaning and maintenance. The committee recommended that the underspend should be allocated to the childrens playground and street lighting reserves. The 2018-2019 budget was discussed. Allowance has been made for increases in costs of services over the new financial year. An internal auditor has also been appointed. The report was accepted by Councillors. The underspend of £2158.53 being moved to the reserves for the childrens playground and street lighting was also agreed.</p> <p>Proposed: Cllr Cullen Seconded: Cllr Hunnaball Acceptance of internal auditor appointment Proposed: Cllr Cullen Seconded: Cllr Hunnaball</p> <p>The Clerk then read out the monthly Finance Report. A transfer from the Savings account of £700 was requested. Expenditure for April is £882.22 with proposed expenditure for May approximately £571.64. The report and expenses were approved by Councillors. A full copy of the Finance Report is attached at the end of the Minutes.</p> <p>Proposed: Cllr Hunnaball Seconded: Cllr Cullen</p>
17/217	<p>Planning</p> <p>No planning applications have been received. There was only one Determination for St Marys House</p> <p><i>17/02108/LBC</i> <i>Approval - Listed Building Consent</i> <i>15.03.2018</i> <i>Delegated Decision</i></p>

17/218	<p>TDALC</p> <p>Cllr Cullen reported back from his recent TDALC meeting. The car rally was discussed with many complaints regarding this taking place in the Tendring area when other areas were more suitable for this type of event.</p> <p>Ex Gravel Pit – there had been a request for housing to be put on this site but this had been refused by Highways as the area was seen as unsuitable for housing. However there is a move to have an industrial estate on this site which raised concerns if planning permission were given. TDC has received complaints from Parish Councils as they feel their views are not being listened too.</p> <p>Affordable Homes – there are some being built in the area but not many.</p> <p>Rates on unbuilt housing land – it was suggested that on areas land where housing is to be built but has been left empty bills for rates should be given. This would hopefully encourage building to start. Other ideas where to have starter/rental housing with a percentage put away to save.</p> <p>Data Protection Officer – as the Parish Clerk is unable to take up the role of Data Protection Office for their Parish Council it was mentioned that any other staff member can be the DPO. EALC may also have some Data Protection Officers which can sub contract to Parish Councils.</p>
17/219	<p>GDPR</p> <p>Under the new General Data Protection Regulations Parish Councils are able to keep a list of vulnerable people but this must be held securely . This was felt useful when there are severe weather conditions. However this information can only be passed to police, TDC, Careline and other emergency services. It cannot be given to private individuals.</p> <p>Backup of Parish Council data. The clerk is to look into secure memory sticks for this.</p> <p>Consent forms for Councillors. This is to be updated and prepared for the next meeting.</p> <p>The Clerk is in the process of carrying out a data audit and will update the Councillors at the next meeting.</p>
17/220	<p>Report from District Councillor Bush</p> <p>District Councillor Bush has reported that the flooding outside the old Rectory is still being watched. He is also going to contact TDC again with regards to the outdoor gym as the proposal to place this on the greensward at Oakridge may lead to help with grants. District Cllr Bush also discussed the waste collection changes. There are concerns that there will be two refuse trucks on collection days due to wheelie bin collections being fortnightly but on the same day the black bag collections which will be collected weekly. Black bags will still be available for residents unable to have a wheelie bin due to the type of property they live in or they are unable to manage a wheelie bin due to age and or disability. At present not much information is available from TDC.</p> <p>Residents have also shown concerns that their Council Tax bills have risen but services are seen as being cut. TDC is very strong at present due to financial savings however there are many rent arrears and salary increases are now due.</p>

17/	Report from County Councillor Erskine County Cllr Erskine was unable to attend the meeting therefore no report was given.
17/	Public Speaking No members of the public attended
17/	Items for the next Agenda Rectory Road blockage GDPR - updates

The meeting closed at 20.47

Finance Report

Main Account balance - 1st April 2018	£2,021.79
Transfer from Savings	£700.00
Total Income for April 2018	£2,721.79
Expenditure April 2018	
A & J Lighting D/D	£41.26
Hire of Hall	£40.00
SSE D/D	£55.81
1 & 1 Internet	£1.19
Accent Stationers	£3.90
EALC x 4 courses Annual Mtg/End of Yr/GDPR/DPO	£200.00
EALC & NALC Affiliation fees (£258.15 & £62.43)	£320.58
TDALC Affiliation Fees	£10.00
Harold Griffiths Expenses (software)	£9.48
Wages - Clerks wages	£200.00
Total expenditure	£882.22
Total in Main Account end of April 2018	£1,839.57
Saving Account balance - 1st April 2018	£12,545.12
Outgoings form Savings Account April	£700.00
Total in Savings Account end of April 2018	£11,845.12
Overall total in Main and Savings account	£13,684.69
Proposed Expendiure for May	
A & J Lighting D/D	£41.26
Ramsey Church - donation for use of Hall	£20.00
SSE D/D (approx)	£49.71
Harold Griffiths Expenses (software)	£9.48
Clerks Wages	£200.00
1 & 1 Internet	£1.19
Grasscutting and ground maintenace	£250.00
Total Proposed Expenditure	£571.64

