

Little Oakley Parish Council

littleoakleypc@gmail.com

Minutes of the Parish Council Meeting held on Wednesday 12th June 2019 In the Millennium Room, St Michaels Church, Ramsey Meeting Start Time 19.00

Present: Cllrs Attrill (Chairman). Griggs (Vice Chairman), Bush, Hunnaball and McNee.

Also Present: Jeanette Sands (Clerk/RFO) and one member of the public

19/019

Apologies for Absence

Apologies were received from County Councillor Erskine. It was **RESOLVED** to accept his apologies.

Proposed Cllr Griggs

Seconded Cllr Hunnaball

19/020

Declaration of Pecuniary and Non Pecuniary Interests

No interests were declared

19/021

Minutes of the Previous Meeting

It was **RESOLVED** to accept the Minutes of the previous meeting and these were signed by the Chairman

Proposed: Cllr Attrill

Seconded: Cllr Hunnaball

19/022

Urgent Matters

It was brought to the attention of Councillors that the August meeting may need rearranging because of other commitments. This will be confirmed at the next meeting.

19/023

Allocation of Councillors Areas of Responsibility

Councillors discussed the various Areas of Responsibility. Cllr Bush asked if a new Area of Responsibility could be added, this being Environment. It was **RESOLVED** to add this to the others. Nominations were taken, proposed and seconded, they are as follows

Finance Committee: Cllrs Attrill, Bush Hunnaball and Griggs

Proposed: Cllr Attrill

Seconded: Cllr Griggs

Playground: Cllr Hunnaball and Cllr McNee

Proposed: Cllr Attrill

Seconded: Cllr Bush

TDALC Representative: Cllr Hunnaball

Proposed: Cllr Atrill

Seconded: Cllr Griggs

Lighting: Cllr Griggs

Proposed: Cllr Attrill

Seconded: Cllr McNee

Pavements and Footpaths: Cllr Griggs

Proposed: Cllr Attrill

Seconded: Cllr McNee

Planning: Cllr Attrill

Proposed: Cllr Hunnaball

Seconded: Cllr McNee

Environment: Cllr Bush

Proposed: Cllr Attrill

Seconded: Cllr McNee

19/024

Clerks Report

The Clerk has had details for Merchant Navy Day to be held on September 3rd. Parishes are being asked to fly the Red Ensign. As the Parish is unable to do this it was **RESOLVED** the Clerk will contact Great Oakley and Wix to offer to promote their events if they have any planned. Bus Shelters. The Clerk now has the relevant paperwork and will apply for replacement bus shelters.

BT Kiosk TDC Planning Department were contacted regarding any restrictions as the kiosk is a Grade II Listed Building. There are restrictions but once plans have been decided TDC advised it would be better to discuss these in person with them.

19/025

Finance

Balances at 1st June are: Current Account £695.11 and Savings Account £28492.15

Expenditure for June is higher than usual as it includes insurance, EALC course fees and expenses for this including three hours extra for the Clerk to attend.

Expenditure for July is £571.73.

A transfer of £1500 was requested to keep the balance in the black and allow for any unexpected additional expenditure.

The RFO reported that the Reserves section of the report will need adjusting and will be done this month.

McAfee. This has been cancelled and AVG anti-virus software has been downloaded. This gives an approximate saving of £89 for the year.

Electrical Supply The contract with SSE ends at the end of June. This month has seen an increase in the price. Cllr Bush requested copies of the statements and contracts and will look into this. It was also **RESOLVED** that the RFO would obtain other quotes.

Annual Return and Year End Figures

Unfortunately these are still ongoing. The external auditors have been contacted and an extension has been requested. Once completed they will be sent to the internal auditor then an EGM will be called for Councillors to sign off the accounts prior to being sent to the external auditors.

It was **RESOLVED** to agree to the payments and expenses.

Proposed: Cllr Attrill
Seconded: Cllr Griggs

19/026

Planning

Cllr Attrill reported that Determinations for Oswestry, Stowford House and 17 Mayes Lane had all been given full approval.

The alteration to the car park at 21 Mayes Lane is still going through.

Application 19/00548/OUT land between Barn Cottages and Walcott, new single dwelling. Plans were looked at and it was **RESOLVED** to send in a decision to SUPPORT the application.

Proposed: Cllr Bush

Seconded: Cllr McNee

Three dwellings east of 78 Harwich Road. This already has outline permission and the application is to give details of materials to be used. It was **RESOLVED** to send in a decision to SUPPORT this application.

Proposed: Cllr Bush

Seconded: Cllr Griggs

19/027

Oakridge signs and Little Oakley sign

Cllr Bush advised that the request for a replacement sign for Oakridge has been submitted and will chase this.

30mph sign on Rectory Road which has fallen over has been reported to the Rangers.

19/028

Playing Field

Cllr Bush has met with Ian Taylor from TDC to discuss the lack of a village field. The discussion covered the location and the possibility of having a low cost/low impact play area, a wildlife area and family spaces. Costings and funding will need to be looked into and a survey of residents obtained to find out what is really wanted. Another option mentioned funding to buy a piece of land. Cllr Bush has a formal meeting in the future to look at this in more details. The Clerk was asked to check public rights of way with ECC for the footpath on Bayview Crescent/Lodge Road

19/029

Playground

The quote for repairs were discussed and it was **RESOLVED** to have these carried out. Some railings have been damaged. One of these appears to have been kicked out resulting in the railing coming away at the top and being bent out of shape. Cllr Hunnaball is to look at having the railings removed to be repaired. Cllr Bush will contacted the Memorial Club and LOFC to have a meeting to see if they are willing to help towards the cost. The Clerk is to contact Playquip to see if they will hold the quote for another month and also look into S106 money.

19/030

Insurance.

A quote from Zurich has been received and is less expensive than the renewal quote from Came and Co. It was **RESOLVED** that the Clerk should contact Came and Co to see if a discount could be obtained before moving to another company.

Proposed: Cllr Attrill

Seconded: Cllr Hunnaball

19/031

BT Kiosk

Cllr Attrill had applied to adopt the BT Kiosk outside the old post office but as it is on private land needed the permission of the land owners, the application was then cancelled by BT. A letter asking for permission was sent to the land owners. Meanwhile BT had contacted them and offered the adoption to them which they have applied for. They have advised that once adopted they are willing to lease this to the Parish Council. It was **RESOLVED** that the Clerk would look into lease agreements and seek advice. This item is still ongoing.

19/032

Website

The Clerk attended a Website Accessibility course run by EALC. Various procedures that needed to be followed were discussed as was the best way to make websites user friendly especially for people with impaired vision. With some of the new regulations Parish Councils may need professional help with the updates.

19/033

Mobile phone for the Clerk

Cllr Attrill discussed whether the Clerk should have a mobile phone purely for Parish Council calls. This could then be passed on should the Clerk leave. The number of calls received/made are low so it was felt these did not warrant a separate phone. It was **RESOLVED** not to have a separate mobile phone for the Clerk but this should be reviewed should anything change.

19/034

Report from District Cllr Bush

District Cllr Bush had already reported on the playing field and road signs in Minutes 19/027 and 19/028. A resident has contacted District Cllr Bush as the verge outside his house on Mayes Lane is on Council land and requires cutting by the Rangers, also part of his drive is on Council land and has broken up and requires fixing. County Cllr Erskine is looking into this and is still on going.

Litter picks continue to be successful, the next one is in Little Oakley. It was thought that these may need to be scaled back and go to every 2 months per Parish. Equipment is still being looked including signs warning drivers of litter pickers.

Wheelie bins are now being sent out to residents however there are concerns these are too small for fortnightly collections. This will be reviewed after a year. Recycling was discussed and it was felt that residents are still restricted by what they can and cannot recycle.

19/035

Report from County Cllr Erskine

County Cllr Erskine was unable to attend therefore no report was given

19/036

Public Speaking

One member of the public attended and showed an interest in joining the Parish Council. They gave a brief summary of their background which included helping in many community projects. Councillors were advised that one of the local schools collects various items for recycling and they sent these away to raise funds. The Clerk will contact TDC regarding co-option.

19/037

Items for the next Meeting Agenda

Most of the items on this agenda are still ongoing and are to be placed on the Agenda for next month. Councillors will contact the Clerk with any other additions.

The meeting closed at 20.50

Signed (Chairman) Date

Current Account balance - 1st June	£695.11
Income into Savings Account	£0.00
Transfer from Savings	£1,500.00
Total Income for June	£2,195.11
Expenditure	
A & J Lighting D/D	£41.26
Clerks Extra Hours	£30.00
Clerks Expenses - Website accessibility	£41.60
SSE D/D	£98.48
1 & 1 Internet D/D	£11.99
Wages - Clerks wages	£200.00
Ramsey Church - donation for use of hall	£20.00
Insurance	£607.06
EALC - Website Accessibility	£78.00
Total expenditure	£1,128.39
Total in Main Account end of June	£1,066.72

Saving Account balance - 1st June	£28,492.15
Income into Savings Account	£0.00
Outgoings form Savings Account	£1,500.00

Total in Savings Account end of June	£26,992.15
Overall total in Current and Savings account	£28,058.87
Proposed Expenditure for July	
A & J Lighting D/D	£41.26
Hire of Hall	£20.00
SSE D/D (approx)	£98.48
Clerks Wages	£200.00
1 & 1 Internet D/D	£11.99
A Thomas maintenance	£200.00
Total Proposed Expenditure	£571.73

Reserves

Playground	£5,022.00
Website	£860.00
Street Lights	£500.00
Office Equipment	£500.00
Chairmans Discretionary Fund	£500.00
Total Reserves	£7,382.00

Unallocated Funds Available

Current Account	£494.99
Savings Account	£19,610.15
Total Unallocated Funds Available	£20,105.14

