

Little Oakley Parish Council

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Minutes of the Parish Council Meeting held on Wednesday 11th September 2019 In the Millennium Room, St Michaels Church, Ramsey Meeting Start Time 19.00

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

Also Present: Jeanette Sands (Clerk/RFO) and County Cllr Erskine

19/055

Apologies for Absence

Apologies were received from Cllr Bush

19/056

Declaration of Pecuniary and Non Pecuniary Interests

No interests were declared

19/057

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 Hunnaball

Seconded: Cllr Attrill

19/058

Urgent Matters

There were no urgent matters to discuss

19/059

Co-Option of Councillor

It was **RESOLVED** to co-opt Sarah Nicholson onto the Parish Council. This was agreed by all Councillors and the Chairman welcomed Sarah onto the Parish Council. The acceptance of office and DPI forms were also signed.

Proposed: Cllr Attrill

Seconded: Cllr Hunnaball

19/060

Report from County Cllr Erskine

It was proposed by the Chairman that item 14 be brought forward as County Cllr Erskine had another meeting to attend. Councillors all agreed to this.

County Cllr Erskine reported that he is working with Cllr Bush regarding the playing field. They are looking into outdoor gym equipment for the area, Cabinet members for Education have no objections to this as long as the paperwork is followed for permission and funding. Cllr Bush has started this.

Public Rights of Way –a meeting has been held with the lead officers of Colchester BC and Tendring DC to discuss the cutting back of hedges and vegetation on public rights of way, verges, bridleways and woodland areas. The first cut is to be carried out by a company in Tendring after this the Parish Council would take up the cutting. Any footpaths on farm land is the responsibility of the landowner but any lead up paths are cut

by TDC. It was advised that the first cut should be a very close good which would help reduce the number of extra cuts needed. Also if using contractors to ask for before and after photos to help recognise which paths have been cut. The proposal that the three Parish Councils could work together when arranging this work didn't cause any problems.

Verge cutting – this is the verge on the corner of Mayes Lane and Ramsey Road. County Cllr Erskine advised that the Rangers were not able to cut this as it is not in a 30mph zone and a request to have this done has been put in. Councillors were asked if they know of anyone who could do this to ask them to put a tender in and send to County Cllr Erskine.

Corners and Pavements for repair – County Cllr Erskine advised that the top 20 on the list have been reduced to 10 and these have gone to be prioritised, the corner along from Cherrytree Close is included in this list.

Bus Consultation for Sundays – this has finished but is not yet available. Bus timetables were asked about but County Cllr Erskine advised this was the responsibility of the bus companies.

19/061

Clerks Report

Two emails have been received. One concerning parking on the greensward next to the Memorial Club. This occurred during the football match between Little Oakley and Harwich and Parkeston. The resident is concerned that should this keep happening the grass will be damaged and asked if No Parking signs could be added. It was **RESOLVED** that the Clerk should contact the football club and also ask the resident if it should happen again to take photos if possible.

The second email concerns the website. The complaint was that the website was not compliant and we would be reported to the Monitoring Officer is not resolved within 28 days. The Clerk has replied and advised it was still a work in progress. Also the Clerk contacted TDC legal department to make them aware of the situation. As any documents that should be on the website are available in hard copy any requests for details can be fulfilled. A disclaimer has been placed on the front page of the website advising of this.

Special Expenses – these are to stay the same but with the addition of two new powers.

They are: The Power to acquire open space and undertake its care management and control (Open Spaces Act 1906 S 260)

The Power to maintain open spaces Open Spaces Act 1906 S10 It was **RESOLVED** to accept these additions

Proposed: Cllr Attrill

Seconded: Cllr Griggs

19/062

Planning

19/01059/FUL – approval has now been given for a rear extension to 161 Harwich Road.

19/01084/DISCON – this application is for the single bungalow at 17 Mayes Lane it has had an applied discharge condition added to the approval concerning landscaping and fencing.

Councillors are still concerned that no application to change the planning application for Hammond Drive (16/02084/OUT) has been seen. This is In relation to the communal refuse area which was part of the application, at present no communal area exists and the developers have been advised they need to apply for a change to this. It was **RESOLVED** that the Clerk should contact TDC and find out any more details.

19/063

BT Kiosk

Cllr Attrill reported that the kiosk has now been adopted by the owners of the old post office and they are happy for the Parish Council to lease this to use as a library. As this is a listed building planning permission is required and Cllr Attrill will speak to the Planning Dept. at TDC. A lease will also need to be drawn up and

the insurers contacted. The Clerk will contact EALC when ready to arrange the lease. Once the lease is in place the kiosk will need the electrics making safe, painting and shelving added. Access was discussed and it is to be left open to begin with and reviewed on a regular basis.

19/064

Litter Pick

It was suggested at the last litter pick that the Parish Council should buy their own equipment (pickers, hoops, bags, Hi-Viz vests). It was **RESOLVED** that the Clerk contact the Clerk at Great Oakley Parish Council to see if they would be interested in sharing costs and using the equipment on their litter picks.

19/065

Playing Field

No updates were available as Cllr Bush was unable to attend.

19/066

Finance

The account balances as of 1st September were

£1338.72 Current account and £24520.88 in the Savings account. Expenditure for September is £847.04 and includes some invoices due from the previous month. Expected expenditure for October is £642.25. A request for £1500 was made by the RFO to allow for any expenditure not yet accounted for on the October payment list. The annual report is with the external auditors who have asked a few questions regarding the difference from the previous year with income and expenditure, this has been replied to. Lower expenditure was due to the Parish Council having finished changing the street lights to LED and no major problems with the playground. The replacement cheque for the website accessibility briefing has arrived and appears on the August statement. The printer is causing many problems and is now in an error state. The RFO is using their own printer at present. Cllr Attrill asked for the playground gate to be chased up as this is still waiting for the part. It was **RESOLVED** the RFO would chase this. It was **RESOLVED** that the RFO should purchase a new printer. It was also **RESOLVED** to accept the transfer, expenses and payments. A full copy of the finance report is available as Appendix A at the end of these Minutes

Proposed: Cllr Attrill

Seconded: Cllr Hunnaball

Financial Regulations

These were reviewed by Councillors and it was **RESOLVED** that the Clerk should make the changes ready to be reviewed at the next meeting.

Proposed: Cllr Attrill

Seconded: Cllr Griggs

19/067

Noticeboards

These are becoming difficult to pin items to. Councillors will look at this.

19/068

Report from District Councillor Bush

No report was given as Cllr Bush was unable to attend.

19/069

Report from County Cllr Erskine

This item was moved to the early part of the meeting and can be seen under Minute number 19/060

19/070

Public Speaking

No members of the public were present therefore there was no public speaking.

19/071

Items for the next agenda.

It was agreed to add many of the items from the previous agenda for follow up reports plus the approval of the financial regulations.

19/072

Date and Time of next meeting

The next meeting will be held on Wednesday 9th October at 7.30

The Chairman closed the meeting at 21.00

Signed (Chairman) Date

Appendix A

Current Account balance - 1st September	£1,338.72
Income into Current Account	£1,500.00
Transfer from Savings	£1,500.00
Total Income for September	£4,338.72

Expenditure

A & J Lighting D/D	£41.26
A & J Lighting - light call out	£101.40
SSE D/D	£71.02
1 & 1 Internet D/D	£11.99
Wages - Clerks wages	£200.00
Ramsey Church - hire of Hall	£40.00
SLCC webinar	£36.00
TDC Bus Shelter Rent	£5.00
Playground Inspection Co	£69.00
Expenses D Attrill	£100.00
Accent	£171.37

Total expenditure	£847.04
Total in Main Account end of	£3,491.68

Saving Account balance - 1st September	£24,520.88
Income into Savings Account	£0.00
Outgoings form Savings Account	£1,500.00

Total in Savings Account end of September	£23,020.88
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Overall total in Current and Savings account	£26,512.56
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Proposed Expendiure for October	
A & J Lighting D/D	£41.26
Hire of Hall	£20.00
SSE D/D (approx)	£69.00
Clerks Wages	£200.00
1 & 1 Internet D/D	£11.99
EALC Chairmans Course	£100.00
Grounds Maintenance	£200.00
Total Proposed Expenditure	£642.25

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	£2,849.43
Savings Account	£20,358.88
Total Unallocated Funds Available	£23,208.31