

Little Oakley Parish Council

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Minutes of the Parish Council Meeting held on Wednesday 11th November 2020

The meeting was held remotely via Zoom due to Covid-19 restrictions.

The Meeting started at 7.03 pm

Present: Cllrs Attrill (Chairman) Griggs (Vice Chairman), Bush, Coates, Hunnaball, Lane, McNee and Nicholson

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

Members of the Public: No members of the public requested details to join the meeting.

20/103

Apologies for Absence

Full attendance therefore no apologies

20/104

Declaration of Pecuniary and Non Pecuniary Interests

No interests were declared.

20/105

Minutes of the Previous Meeting

20/100 – after discussion it was **RESOLVED** to remove the narrative as the complaint was unsubstantiated. All agreed and after the amendment the Minutes were agreed as a true record of the meeting. They will be signed at the first meeting proper.

20/106

Urgent Matters

The Chairman advised that a new training schedule has been sent to Councillors. Courses will use the Zoom platform and anyone wishing to book onto these should contact the Clerk.

20/107

Public Speaking

No members of the public had requested to join the meeting therefore there was no public speaking.

20/108

Report from District Councillor Bush

District Cllr Bush reported that TDC along with other similar sized Councils will be working with a consultant to consider the different strategies required when moving to a larger Council. TDC are looking into government grants to help businesses and the self-employed during the current lockdown. When any details become known they will be publicised as soon as possible.

Scrubland/Recreation ground – there has been no response from any ECC officers or portfolio holders to enable this to move forward at the present time. It was suggested the Clerk should write to ECC on behalf of the Parish Council as this area is for the benefit of the whole community.

20/109

Report from County Councillor Erskine

County Cllr Erskine reported that ECC were looking at plans of how to devolve the smaller district councils into unitary ones. This is in preparation for the White Paper which has been deferred for the time being. They are also wanting to have an input into the Planning White Paper.

Scrubland/Recreation ground - County Cllr Erskine will contact the Deputy Cabinet Member again as he has had no reply. It was also suggested the Parish Council write to the cabinet member for schools stating the reason for requiring this land.

HGV's using diversion incorrectly – it has been reported to County Cllr Erskine that some HGV's are not following the correct diversion signs during the overnight closure of the A120 causing them to pass each other on very narrow village roads. Highways have been contacted as it is felt this needs monitoring to ensure traffic follows the correct routes. Councillors mentioned the damage the diversions will do to rural roads. Having tonnage signs on the side roads was discussed and these will be checked by the Parish Council and any damaged signs will be reported to the rangers for repair.

20/110

Clerks Report

Unlit Street Light Bayview Crescent – This has now been repaired.

Tree branches covering overhead cables - Still awaiting reply.

Street Light blocked by branches – Seaview Avenue - the branches have now been cut back

Overgrown Willow Trees – No reply has been received from Mr Stock – this item is still ongoing

Police Street Meet – these have been cancelled for the time being.

Junction white lines between The Hornbeams and Oakridge – a resident has asked if these can be reported as they are very faint. This has already been reported.

Playground Gate – oiling the gate failed to work, Playquip will look into the problem.

S106 money for new bench – this is still ongoing, quotes are to be sent to TDC

20/111

Finance Report

Account Balances

1st November the accounts balances were

Current Acct £12736.12

Savings Acct £28182.68

These figures include the reserve values in the savings account

Confirmed Payments - October

Payment to	Details	Net	VAT	Gross
A & J Lighting	Monthly maintenance	34.38	6.88	41.26
SSE	Electricity Supply	63.82	3.18	67.00
Mr A Thomas	Grounds Maintenance	200.00	0.00	200.00
Signs Made Easy Ltd	2 x Village Signs	432.00	86.40	518.40
Essex Playing Fields Assoc	Awaiting bank details	30.00	0.00	30.00
Accent Stationers	Printer Cartridges	49.99	10.00	59.99
The Playground Inspection Co	Playground inspection awaiting invoice	52.50	10.50	63.00
Mr D Attrill	Reimbursement for Zoom	11.99	2.40	14.39
Mrs J Sands	Clerks Salary	200.00	0.00	200.00
Totals		1074.68	119.26	1194.04

Expenditure for November paid to date and expected payments

Payment to	Details of Payment	Net	Vat	Gross
A & J Lighting	Monthly Maintenance	£34.38	£6.88	£41.26
SSE	Electricity Supply	£67.65	£3.37	£71.02
Mr D Attrill	Reimbursement for Zoom	£11.99	£2.40	£14.39
Mrs J Sands	Reimbursement for Wreath	£21.98	£0.00	£21.98
Mrs J Sands	New keyboard and stand	£28.98	£0.00	£28.98
Mr A Thomas	Installation of signs & materials	£232.00	£0.00	£232.00
Accent Stationers	Paper	£3.75	£0.75	£4.50
Mrs J Sands	Clerks Salary	£200.00	£0.00	£200.00
	Totals	£600.73	£13.40	£614.13

Proposed Expenditure for December – this is subject to change

Payment to	Details of Payment	Net	Vat	Gross
A & J Lighting	Monthly Maintenance	£34.38	£6.88	£41.26
SSE **	Electricity Supply	£67.65	£3.37	£71.02
Mr D Attrill	Reimbursement for Zoom	£11.99	£2.40	£14.39
Accent Stationers	Paper and Cartridges	£53.74	£10.75	£64.49
Mrs J Sands	Clerks Salary	£200.00	£0.00	£200.00
SLCC **	Membership	£78.00	£0.00	£78.00
Bank Charges		£18.00	£0.00	£18.00
	Totals	£463.76	£23.40	£487.16

Proposed Expenditure for January 2021 – this is subject to change

Payment to	Details of Payment	Net	Vat	Gross
A & J Lighting	Monthly Maintenance	£34.38	£6.88	£41.26
SSE **	Electricity Supply	£67.65	£3.37	£71.02
Mr D Attrill	Reimbursement for Zoom	£11.99	£2.40	£14.39
Mrs J Sands	Clerks Salary	£200.00	£0.00	£200.00
Mr A Thomas	Grounds Maintenance	£200.00	£0.00	£200.00
	Totals	£514.02	£12.65	£526.67

** awaiting invoices therefore values may differ

It was **RESOLVED** to approve the November and December payments

November Payments

Proposed: Cllr Attrill

Seconded: Cllr Bush

Although all payments lists have been approved since the new financial year they remain unsigned. It was **RESOLVED** these would be passed to the Chairman and Cllr Griggs for signing to help save time once normal meetings resume. All agreed.

2021-2022 Budget and Precept

The Finance Committees proposed budget and precept for the next financial year were discussed. The figures were accepted and a precept of £17335.00 will be requested. The precept is slightly higher than last year as grants from central government are no longer available. Reserve figures for next year are being increased to cover any additional expenditure. It was **RESOLVED** to accept the budget and precept figures.

Proposed: Cllr Attrill

Seconded: Cllr Griggs

20/112

Donations to Charities

At present the £300 donation budget has not been used. After a discussion it was felt that it would be preferable to donate or put the money to benefit the village. The idea of putting together boxes of staples plus come extra Christmas items was decided upon. This will be through a nomination/referral scheme details of which will go onto the noticeboards, website and Facebook page. Permission from the nominee will be sought and any details will be destroyed once the box is delivered. All agreed to go ahead and publicise this. Cllr Lane will contact the local residential home to see if there is anything the Parish Council can help with for their residents. Also discussed was a Christmas gift for a resident who tidies the village throughout the year on a voluntary basis. As in previous years a cash amount will be given using the Chairman's Discretionary Fund. Cllr Attrill will arrange this. All agreed to this.

20/113

Planning

20/00845/LBC (Listed Building Consent). BT Kiosk Harwich Road. The determination deadline for this is now 11th December.

Determination 20/01263/TPO this is the oak tree in the garden at the entrance to Oakridge. Approval was given on 15th October and the work has been carried out.

20/114

BT Kiosk

TDC advised that the application for the change of use was not required and a refund for the fee will be issued (20/00844/FUL). The Listed Building Consent is being processed as per Minute item 20/113. It was **RESOLVED** to start the lease process whilst waiting for the LBC.

Proposed: Cllr Attrill

Seconded: Cllr Bush

20/115

Appraisal Policy and Probationary Report

Both the Appraisal Policy and Probationary report were discussed and it was **RESOLVED** to adopt both documents.

Proposed: Cllr Attrill

Seconded: Cllr Bush

The Financial Regulations and Social Media policies are to be reviewed in January.

20/116

Village Signs

These have now been installed and everyone was pleased with their appearance. Two further village signs are to be considered in the new year.

20/117

Footpaths and Horse Manure Heap

The areas in question will be looked at and Ramsey Parish Council will be contacted.

20/118

Reinstatement of Post Box on Rectory Road

The small post box on Rectory Road has not yet been re-instated despite contact with the Post Office. It was noted that some residents have more than half a mile to walk to the post box on Harwich Road which is the distance used by the Post Office to calculate whether the post box should be re-instated. It was **RESOLVED** Cllr Attrill will follow this up.

20/119

Town and Parish Council Resilience Group

TDC have requested contact details for three emergency contacts and names of representatives to attend the Resilience Group meeting. It was **RESOLVED** Cllr Hunnaball would attend the meetings and that the three emergency contacts are Cllr Attrill, Cllr Hunnaball and the Clerk.

20/121

Items for the next Agenda

Any ongoing items from the meeting
Playground Maintenance including wet pour
Scrubland/Recreational Space
Climate Carbon Footprint

20/122

Date and Time of Next Meeting

Wednesday 13th January 2021 starting at 7.00 – this will be held using the Zoom platform unless otherwise advised. The Chairman closed the meeting at 20:41