

## **EIGHT ASH GREEN PARISH COUNCIL**

Minutes of the meeting held on Wednesday 13<sup>th</sup> June 2018 in Eight Ash Green Village Hall at 7.30pm.

In the Chair: Cllr J. Greenwold

Present: Cllr Jean Absalom  
Cllr Alec Birchall  
Cllr Andrew Cook  
Cllr Alistair McGarry  
Cllr Christine Willetts

The Clerk

There were 16 members of the public present.

### **23-18/19 Welcome and Apologies for Absence**

Apologies were received and accepted from Cllr Tolfrey.

### **24-18/19 Declaration of Interests**

There were no declarations of interest.

### **25-18/19 Public Participation:**

A resident asked about the use of the PA system and said he was happy to set it up if Cllr Tolfrey was not present.

The Chair of the Festival Committee explained why a new company had been used for provision of the toilets at the Festival.

### **26-18/19 To agree as a true record the minutes of the meeting of the Parish Council held on Wednesday 9<sup>th</sup> May 2018**

The minutes of the meeting of the Parish Council held on Wednesday 9<sup>th</sup> May 2018 were agreed as a true record and signed by the Chairman.

Proposed: Cllr Absalom      Seconded: Cllr Birchall      (Unanimous)

### **27-18/19 To receive the minutes of the Annual Parish Meeting held on Wednesday 16<sup>th</sup> May and to note any action necessary**

Signed \_\_\_\_\_  
Cllr J Greenwold, Chairman

The minutes of the Annual Parish Meeting held on Wednesday 16<sup>th</sup> May 2018 were received.

**28-18/19 Report from the County and Borough Councillors:** Report from County Councillor and Ward Councillors, if present.

Cllr Dennis Willetts said the final stages of editing the newsletter were underway, and there was space available if anyone wanted to contribute.

**29-18/19 Clerk's Report – to include update on Action Tracker**

The Clerk said the plaque for the allotments had been ordered. She said she now had details for the Salt Bag Partnership.

**30-18/19 To receive update from the Neighbourhood Plan Working Group**

The Group reported that version 27 of the Plan has now come back from NPIERS. Constructive comments have been made. Some content will be removed from the main body and made into a separate document. Supporting evidence and photographs were also required.

A meeting with Colchester Borough Council has taken place and they have agreed the structure. The target for version 28 would be the middle of June with another meeting with CBC scheduled for July.

Cllr Greenwold thanked the Group for all their work.

**31-18/19 To agree the Parish Council response to planning applications received from Colchester Borough Council and to note decisions made on previous applications**

**180932 – 18 Searle Way, Eight Ash Green Colchester CO6 3QS - Extension to the side to create play room, craft room and storage cupboard.**

The Parish Council support this application.

**181140 – Sallys Cottage, Daisy Green, Eight Ash Green Colchester CO3 8NF - Two story extension to the rear of the property. Rebuild the rear wall where all the single glazed doors and windows exist. Add timber frame and 15 cm of insulation to the exterior front and side of the property**

The Parish Council have no objection to this application, but would like to monitor the position with regard to parking and access.

**181317 – not available**

Signed \_\_\_\_\_  
Cllr J Greenwold, Chairman

**181095 - Bronze House Farm, Turkey Cock Lane, Eight Ash Green Colchester  
CO3 8NE - Rear extension**

The Parish Council have no objection to this specific application subject to all necessary approval having been granted previously. The Council note the building in the front of the site and would ask CBC to consider looking at this.

**Planning Decisions**

**180832 – 10 Porters Close, Fordham Heath Colchester CO3 9TY - First floor rear extension – *Approve conditional***

**180833 – 12 Porters Close, Fordham Heath Colchester CO3 9TY - First floor rear extension – *Approve conditional***

**32-18/19 Accounts & Payments:**

- a) Statement of Accounts to be circulated prior to the meeting
- b) Approve cheques for signature in accordance with 2018/19 Budget (Invoices Sheet) – to be circulated at the meeting.

Cheques were approved for signature.

<b>Payee</b>	<b>Reason for Payment</b>	<b>Amount</b>
Katherine Kane	June 2018 salary/expenses	£458.07
Geoff Tye	June 2018 salary/expenses	£158.00
HMRC	Q1 PAYE 2018	£341.60
Colchester Borough Council	Streetlighting – Oct-Dec 2017	£422.96
Charisma Spatial Planning Ltd	NP examination	£1,800.00
W. Ralph t/a Brick Kiln Farm	Invoice 6135 – Grass cutting	£1,848.00
SR Gentry	Connection of water trough	£75.00
	Festival – provision of toilets	£1,418.03
GP Allen	Internal Audit	£300.00
Hazel Cronin	Expenses – Mower	£50.10
<b>Total</b>		<b>£6,871.76</b>

Proposed: Cllr Cook                      Seconded: Cllr Absalom                      (Unanimous)

**33-18/19 To receive an update on the Shopper Bus**

Signed \_\_\_\_\_  
Cllr J Greenwold, Chairman

An update on the position had been circulated prior to the meeting. Community Transport have said they would not run the bus until the outstanding debt had been cleared.

Cllr Willetts outlined the proposal for financing the bus for the future. She said she would provide a draft of a letter asking Cllr Ray Gooding for support.

**34-18/19 To agree the wording of the licence for signature by the Parish Council and Eight Ash Green Cricket Club**

The proposed wording had been circulated prior to the meeting.

The wording was agreed subject to the following:

- a) The term of the licence to be ten years on a rolling basis.
- b) The plan to be amended to include the net area.
- c) The issue of the pavilion to be resolved.
- d) The rent to be £3 per week, £156 per annum.

It was agreed that the Clerk would amend the licence to reflect the above and ask the Council's solicitors to then check the document before signature.

The Cricket Club had asked for permission to use part of the heath for additional parking for two events, to be held on

It was agreed that the Cricket Club could use the specified area of the heath for these two events, subject to the driving line being staked. Usage for these events was to be monitored and would be taken into account when deciding on future similar requests.

Proposed: Cllr Cook                      Seconded: Cllr Absalom                      (Unanimous)

**35-18/19 To agree the wording of the licence for signature by the Parish Council and the Football Club**

The proposed wording had been circulated prior to the meeting.

The wording was agreed subject to the following:

- a) The term of the licence to be ten years on a rolling basis.
- b) The rent to be £3 per week, £156 per annum.

It was agreed that the Clerk would amend the licence to reflect the above and ask the Council's solicitors to then check the document before signature.

Proposed: Cllr Cook                      Seconded: Cllr McGarry                      (Unanimous)

Signed \_\_\_\_\_  
Cllr J Greenwold, Chairman

**36-18/19 To agree to employ a contractor to treat the surface of the play area with weedkiller**

It was **agreed** to employ a contractor to treat the surface of the play area with weedkiller. The Clerk will source quotes.

Proposed: Cllr Cook                      Seconded: Cllr McGarry                      (Unanimous)

**37-18/19 To consider the health and safety of employees and agree any action necessary**

It was **agreed** a risk assessment of all employee activities would be undertaken and brought to the July meeting.

**38-18/19 To agree a response to the CIL survey sent by EALC to support Pannal and Burn Bridge Parish Council**

Following discussion of the questions of the survey, it was decided that no response would be given.

**39-18/19 To review the effectiveness of the system of internal audit of the Parish Council**

The Clerk said the internal auditor had only returned the files that day. She said procedures were in place to ensure checks on finance were sufficient but suggested that for next year's audit, a full Parish Council audit should be sought.

**40-18/19 To agree to approve the Annual Governance Statement section of the Annual Return for year ended 31 March 2018**

The Annual Governance Statement section of the Annual Return for the year ended 31 March 2018 was approved.

Proposed: Cllr McGarry                      Seconded: Cllr Cook                      (Unanimous)

**41-18/19 To agree to approve the Accounting Statement section of the Annual Return for year ending 31 March 2018**

The Accounting Statement section of the Annual Return for year ending 31 March 2018 was approved.

Proposed: Cllr McGarry                      Seconded: Cllr Cook                      (Unanimous)

**42-18/19 To receive reports on the following:**

Signed \_\_\_\_\_  
Cllr J Greenwold, Chairman

(a) Allotments

The water trough is now installed and the chippings have been delivered. The bug hotel is completed. Thank you to those who have helped with these additions.

(b) Heath Reports

The new grass-cutting regime has been implemented.

**43-18/19**      **Date of Next Planned Meeting:** Wednesday 12<sup>th</sup> September 2018, 7.30 p.m.  
at Eight Ash Green Village Hall, Spring Lane, Eight Ash Green, CO6 3QF.

Signed \_\_\_\_\_  
Cllr J Greenwold, Chairman