

## **EIGHT ASH GREEN PARISH COUNCIL**

Minutes of the meeting held on Wednesday 10<sup>th</sup> May 2017 in Eight Ash Green Village Hall at 7.30pm.

In the Chair: Cllr C. Willetts

Present: Cllr Jean Absalom  
Cllr Alistair McGarry

The Clerk

There were 12 members of the public present.

In the absence of Cllr Greenwold, it was proposed that Cllr Willetts chair the meeting.

Proposed: Cllr McGarry                      Seconded: Cllr Absalom              (Unanimous)

Before the meeting began, a cheque for £50.00 was presented to Mr Geoffrey Tye, the winner of the prize draw for returns of the Neighbourhood Plan questionnaire. The Chairman said she was very happy to present this to Mr Tye. Mr Tye said he was very pleased to receive it.

### **22-17/18      Election of Chairman 2017/18**

Cllr Josh Greenwold

Proposed: Cllr Absalom              Seconded: Cllr McGarry              (Unanimous)

Cllr Josh Greenwold was elected as Chairman unopposed. In his absence it was agreed that he would sign the Declaration of Office at the Annual Parish Meeting.

### **23-17/18      Election of Vice-Chairman 2017/18**

This Item was deferred.

### **24-17/18      Welcome and Apologies for Absence**

Apologies were received and accepted from Cllrs Birchall, Cook and Greenwold.

Cllr Dennis Willetts also sent his apologies.

### **25-17/18      Disclosure of Interests**

There were no interested disclosed.

### **26-17/18      To agree the minutes of the meeting of the Council held on Wednesday 12<sup>th</sup> April 2017.**

Signed.....  
Cllr J. Greenwold, Chairman

The minutes of the meeting of the Council held on Wednesday 12<sup>th</sup> April 2017 were **agreed** as a true record and signed by the Chairman.

Proposed: Cllr McGarry      Seconded: Cllr Absalom      (Unanimous)

**27-17/18      Public Participation**

A resident raised the issue of the Friendship Club. She said the person who had been responsible for the Club had now left and it appeared the funding had closed down.

Cllr McGarry said he and Cllr Absalom were looking into this issue and all appropriate action would be taken as the situation became clearer.

The Chairman said there would be a meeting at the Cricketers on the following morning. She said all were very keen to keep the Club going. She said any help would be welcomed.

**28-17/18      To confirm the Clerk to act as Responsible Financial Officer to the Council.**

The Clerk was **confirmed** as Responsible Financial Officer to the Council.

Proposed: Cllr Willetts      Seconded: Cllr Absalom      (Unanimous)

**29-17/18      To agree to set up a Committee to review the Village Settlement Boundary**

It was **agreed** to set up a Committee to review the Village Settlement Boundary.

Proposed: Cllr Willetts      Seconded: Cllr McGarry      (Unanimous)

**30-17/18      If the above is agreed to appoint the members of the Village Settlement Boundary Review Committee**

Cllrs McGarry, Absalom and Birchall were appointed as members of the Village Settlement Boundary Review Committee.

**31-17/18      Membership of Existing Committees and Working Groups: To agree membership of the following Committees and Working Groups**

- a) Planning Committee  
No separate Planning Committee – all applications dealt with at Council meetings.
- b) Heaths, Greens, Footpath and Highways Working Group  
Mr Keith Winterbourne

Signed.....  
Cllr J. Greenwold, Chairman

- c) Play Area Working Group  
Cllr Cook
- d) Finance Working Group  
Members to be confirmed.
- e) Employment Working Group  
Members to be confirmed.
- f) Neighbourhood Plan Working Group  
All existing members to continue. Cllr McGarry to be Parish Council representative.

Proposed: Cllr Willetts

Seconded: Cllr Absalom

(Unanimous)

**32-17/18 To review and confirm the following Policies, Procedures and Regulations:**

- ❖ Standing Orders
- ❖ Financial Regulations
- ❖ Bullying and Harassment Policy
- ❖ Communications Policy
- ❖ Complaints Procedure
- ❖ Disciplinary and Grievance Procedure
- ❖ Equal Opportunities Policy
- ❖ Expenses Policy
- ❖ Health and Safety Policy
- ❖ Publications Policy
- ❖ Memorials Policy
- ❖ Defibrillator Policy

The above policies were **reviewed** and **confirmed**.

Proposed: Cllr McGarry

Seconded: Cllr Absalom

(Unanimous)

**33-17/18 To review the inventory of the Council's land and assets including buildings and office equipment.**

The inventory of the Council's land and assets including buildings and office equipment was **reviewed**.

**34-17/18 To review and agree the Parish Council's insurance arrangements for 2017/2018.**

The Parish Council's insurance arrangements for 2017/18 were reviewed and agreed.

Signed.....  
Cllr J. Greenwold, Chairman



He asked for a map of the parish boundary as he was working with Aldham Parish Council. Mr John Allcock said he would provide this.

**38-17/18 Clerk's Report**

The Clerk said since the last meeting she had been working on the Parish Council's End of Year figures and had been in contact with the Internal Auditor to arrange the audit.

**39-17/18 To agree to purchase one of the following storage boxes for outdoor items:  
Keter Outdoor Plastic Garden Storage Shed, 130 x 74 x 110cm £80.00 or  
Keter Sherwood Outdoor Plastic Storage Box 117 x 45 x 57.5cm £29.99**

It was agreed to purchase one of the above storage boxes for outdoor items. Mr Keith Winterbourne said he would advise the Clerk what was required.

Proposed: Cllr Willetts                                      Seconded: Cllr McGarry                      (Unanimous)

**40-17/18 To agree to purchase up to 3 noticeboards at the following prices:**

<b>Size:</b>	<b>A0</b>	<b>Cost:</b>	<b>£163.80 including VAT</b>
	<b>A1</b>		<b>£114.00 including VAT</b>
	<b>A2</b>		<b>£86.40 including VAT</b>

It was agreed to purchase up to three noticeboards at the prices above once measurements of the current noticeboards had been checked.

Proposed: Cllr Absalom                                      Seconded: Cllr McGarry                      (Unanimous)

**41-17/18 To agree the Parish Council's response to the following applications:**

**171034** - 16 The Walk, Eight Ash Green Colchester CO6 3QG - Proposed single storey sensory room & new single storey side extension for entrance. – **Received 18<sup>th</sup> April 2017**

The proposed front extension would extend in front of the building line, and would be detrimental to the street scene. The side extension would come out into the middle of the drive and restrict access to the rear of the property. CBC officers could advise on how to alleviate this problem.

Cllr Willetts declared a non-pecuniary interest in the following application due to the applicants being known to her, and took no part in the discussion.

**170909** - 1 Woodland Chase, Fordham Heath CO3 9UW - Proposed alterations to existing (unauthorised) conservatory. – **Received 10<sup>th</sup> April 2017**

Signed.....  
Cllr J. Greenwold, Chairman

The Council note the application and would ask CBC to investigate the situation when considering the application.

**The following Notices of Planning Decisions were noted:**

**170309** – Deerhurst, Halstead Road, Eight Ash Green, Colchester, CO6 3QH – Single storey new dwelling with garage – **Permission refused, 25<sup>th</sup> April 2017**

**170511** – Land at (by River Colne) Fiddlers Hill, Fordham Heath Colchester - Proposed installation of bank reinforcement steel sheet piling and rip rap for 35m along the River Colne in Fordham, Essex, to protect a gas pipeline from fluvial erosion. – **Permission granted, 4 conditions, 24<sup>th</sup> April 2017**

**42-17/18 Update from the Neighbourhood Plan Working Group**

Mr John Allcock said there had been a successful meeting on the previous Saturday. He said the results of the questionnaire were now on the website. He gave an outline of the next steps for the Plan.

The Chairman said the Group deserved a vote of thanks for the very positive meeting.

**43-17/18 Allotments, Heaths, Greens, Footpaths and Highways Working Group:**

- a. To receive a report from Louise Greenwold, Allotment Steward.  
There was no report received.
- b. To receive reports from the Heaths and Greens Working Group.

Mr Keith Winterbourne said that work on the drain in Cooks Mill Lane would be done in the following week. He said he and Cllr Willetts had looked at where the new benches would go on the lower heath. he said they were getting quotes for the bases. He said he had mapped the heath benches and their current state.

He said he now had the padlocks discussed at a previous meeting.

He said last year he had received permission to work on all parish ponds. He said work on Seven Star Green, Daisy Green and Chippits would be undertaken in due course.

**44-17/18 Accounts & Payments:**

- a) **Statement of Accounts to be circulated prior to meeting**
- b) **To approve cheques for signature in accordance with 2017/18 Budget (Invoices Sheet) – to be circulated prior to the meeting.**

Signed.....  
Cllr J. Greenwold, Chairman

The Statement of Accounts was circulated prior to the meeting.

Cheques were approved for signature in accordance with the 2017/18 Budget (Invoices Sheet)

Proposed: Cllr Willetts

Seconded: Cllr McGarry

(Unanimous)

**45-17/18 Items from Councillors to be added to the next agenda**

Eight Ash Green Festival update

**46-17/18 Date of next meeting: Wednesday 14<sup>th</sup> June 2017 at 7.30 p.m. at Eight Ash Green Village Hall, Spring Lane, Eight Ash Green, CO6 3QF.**

**Annual Parish Meeting, Wednesday 17<sup>th</sup> June 2017 at 7.30pm at Eight Ash Green Village Hall, Spring Lane, Eight Ash Green, CO6 3QF**

Signed.....  
Cllr J. Greenwold, Chairman