

WICKHAM ST PAULS PARISH COUNCIL

www.wickhamstpaulsparishcouncil.org

23RD MARCH 2021

DUE TO THE CORONAVIRUS AND GOVERNMENT ADVICE THIS VIRTUAL MEETING WILL BE HELD BY ZOOM

PLEASE SEE THE FOLLOWING LINKS TO ATTEND:-

TOPIC: PARISH COUNCIL ZOOM MEETING

TIME: MAR 30, 2021 07:30 PM LONDON

JOIN ZOOM MEETING

[HTTPS://ZOOM.US/J/94078647356?PWD=Y1V2MDNTUU1HWU9iSkQ5WwYwQ3ZRz09](https://zoom.us/j/94078647356?pwd=Y1V2MDNTUU1HWU9iSkQ5WwYwQ3ZRz09)

MEETING ID: 940 7864 7356

PASSCODE: H12KUZ

TOPIC: PARISH COUNCIL MEETING – 2 (FOLLOW ON)

TIME: MAR 30, 2021 08:00 PM LONDON

JOIN ZOOM MEETING

[HTTPS://ZOOM.US/J/99430589338?PWD=EK1TVG5zT2JPVtHSM2U1AK1UCS9LUT09](https://zoom.us/j/99430589338?pwd=EK1TVG5zT2JPVtHSM2U1AK1UCS9LUT09)

MEETING ID: 994 3058 9338

PASSCODE: CF4SET

DEAR COUNCILLOR

YOU ARE SUMMONED TO ATTEND THE FORTHCOMING VIRTUAL PARISH COUNCIL MEETING, OF WICKHAM ST PAULS PARISH COUNCIL TO BE HELD, AT **7.30 P.M. ON TUESDAY 30TH MARCH 2021** FOR THE PURPOSE OF TRANSACTING THE BUSINESS SHOWN IN THE AGENDA.

THE PUBLIC AND PRESS ARE WELCOME TO BE PRESENT.



DIANE JACOB

CLERK & RESPONSIBLE FINANCIAL OFFICER OF THE COUNCIL

AGENDA

ITEM	PRESENTER	SUBJECT	STATUS
21/025	Chairman	Welcome and Apologies for Absence. Members are reminded that the LGA1972, s85 states that apologies for absence must be received prior to a meeting.	Information/ Decision
21/026	All Members	Declaration of Interests. To receive any disclosable pecuniary interests or non-pecuniary interests, or interests relating to items on the agenda. Members of the council are subject to the Local Authorities Code of Conduct as adopted in May 2019.	Decision
21/027	All Members	Public Participation Session with respect to items on the agenda and other matters that are of mutual interest. Councillors are no longer permitted to make representation in the Public Forum if they have Disclosable Pecuniary Interests and /or other Pecuniary Interests on any items on the agenda as stated in the adopted Code of Conduct. The maximum time allowed for the public to participate, as stated in the Wickham St Pauls Parish Council Standing Orders, is 15 minutes in total with each person being invited to speak for a maximum of 3 minutes. At the close of this item members of the public will no longer be permitted to address the council unless the Chairman deems it appropriate and adjourns the meeting.	Information
21/028	All Members	District and County Councillors to address the members if present. District Councillor, County Councillor.	Information
21/029	All Members	Minutes. Item 1. To amend and confirm the following: Oaklea" rather than "Oakleigh" and "Timberthwaite" rather than "Timbertwaite – 21/008 Item 10. if the public, should read of - 21/014 Item 2. date should read 2021. To confirm the minutes of the virtual Parish Council meeting held on 26 th January 2021 with the above amendments. Item 2. To confirm the minutes of the Personnel Committee meeting held on 9 th February 2021.	Decision

21/030	All Members	<p>Planning Matters. Ref: 21/00205/ELD Description: Application for a Lawful Development Certificate for an Existing use of a building as a single dwelling house Location: Burnthouse Farm Bungalow Old Road Wickham St Pauls Essex CO9 2PU Ref: 20/01779/FUL Description: Proposed one and a half storey dwelling with associated parking and new vehicular access Location: Land Between Westview And Chestnut Cottage Church Road Wickham St Pauls Essex CO9 2PN Ref: 21/00210/HH Description: Moving of dropped kerb to allow for a safe entrance/exit to property. Location: 5 Long Gardens Wickham St Paul Essex CO10 7NF</p> <p>TO CONSIDER ANY APPLICATIONS RECEIVED</p>	Decision																											
21/031	All Members	<p>Financial Matters. Financial Statement (Items to be approved for payment and signed as per payment schedule).</p> <table border="1" data-bbox="375 656 1246 954"> <thead> <tr> <th></th> <th>Cheque Number</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>King & Co (The Tree Nursery) Ltd</td> <td>002275</td> <td>190.00</td> </tr> <tr> <td>D. Jacob (Salary for March)</td> <td>SO</td> <td>430.00</td> </tr> <tr> <td>D. Jacob (Adjustment to Salary for March)</td> <td>002276</td> <td>15.40</td> </tr> <tr> <td>HM Revenue & Customs (For March)</td> <td>002277</td> <td>117.60</td> </tr> <tr> <td>L. Sear (Salary for March)</td> <td>002278</td> <td>77.15</td> </tr> <tr> <td>D. Jacob (Expenses for February/March)</td> <td>002279</td> <td>18.18</td> </tr> <tr> <td>D. Stokes (Reimbursement as per receipts)</td> <td>002280</td> <td>59.43</td> </tr> <tr> <td>Dove Support Inv. No. 1270 & 1277</td> <td>002281</td> <td>342.00</td> </tr> </tbody> </table> <p>2. Monthly Budget Statement.</p> <p>Please Note: £85.92 has been received from Amazon regarding damage to the village green.</p>		Cheque Number	Total	King & Co (The Tree Nursery) Ltd	002275	190.00	D. Jacob (Salary for March)	SO	430.00	D. Jacob (Adjustment to Salary for March)	002276	15.40	HM Revenue & Customs (For March)	002277	117.60	L. Sear (Salary for March)	002278	77.15	D. Jacob (Expenses for February/March)	002279	18.18	D. Stokes (Reimbursement as per receipts)	002280	59.43	Dove Support Inv. No. 1270 & 1277	002281	342.00	Decision
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21/032	All Members	<p>Matters Arising – Updates Item 1. Previous Minute Number 18/042 Item 2. Village Pump – update by Cllr Cooper. Item 2. Previous Minute Number 18/161 Item 1. Church Road additional parking and traffic calming – (Highways Grasscrete /Harden verge) update. Scheme is feasible however they would only be able to provide two additional parking spaces and two vehicles already park on the verge. Item 3. Previous minute 20/078 A131 Long Gardens – speeding – update. Item 4. Previous Minute Number 18/161 Item 2. Speed Indicator Device – update. Speed surveys are required in order to progress the validation but are on hold due to covid restrictions. Item 5. Previous minute number 20/092 Dredging the pond – update. Item 6. Previous minute number 20/094 Footpaths- update. Item 7. Dedicated e-mail address – update Cllr Cooper. Item 8. Previous minute number 20/126 Neighbourhood Plan – update by Cllr Stokes. Item 9. Previous minute number 21/009 Tree survey work – update by Cllr Johnstone. Item 10. Previous minute number 21/011 Shellards Cottage – update by Cllr Snazell. Item 11. Wickham St Pauls Consolidated Trust – update by Cllr Stokes.</p>	Information/ Decision																											
21/033	All Members	<p>Play Area. Safety surfaces under the equipment to consider quotes.</p>	Decision																											
21/034	All Members	<p>Asset Register 2021. Confirm and sign the Asset Register for 2021.</p>	Decision																											
21/035	All Members	<p>Bamford to Twinstead Network Reinforcement. Sub station</p>	Decision																											
21/036	All Members	<p>Lawn Mower. To consider the purchase of a petrol lawn mower, approx. £300.00</p>	Decision																											
21/037	All Members	<p>Bus Shelters. ECC want to arrange change of ownership - are Wickham St Pauls Parish Council amenable to transfer the freehold and responsibilities to ECC?</p>	Decision																											
21/038	All Members	<p>Essex Fire & Rescue – Smoke Alarm Survey and Action Residents can obtain free smoke alarms direct from Essex Fire Brigade.</p>	Decision																											
21/039	All Members	<p>Verges. To discuss and consider the erosion to verges on Old Road.</p>	Decision																											

21/040	All Members	Laptop. The cost (discounted Parish Council rate) to replace Hard Drive would be as below: 1SSD 250GB - £60 and Labour – Three hours work @ £30 per hour = £90 Please note all prices are ex VAT.	Decision
21/041	All Members	Items for next agenda. Please note that no decisions can be lawfully made under this item, LGA 12 10 (2) (b) states that business must be specified therefore the council cannot lawfully raise matters for decision.	Information
21/042	All Members	To exclude the press and public. Public Bodies (Admission to Meetings) Act 1960 'That the public be excluded from the meeting during consideration of Agenda Item 21/043, on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business subject to the public bodies admission to meetings Act 1960 Section 1 Sub-section 2. Resolution to exclude members of the press and public.	Decision
21/043	Cllr Johnstone Cllr Stokes Cllr Martin	Personnel Issues report by Personnel Committee. Item 1. Village Maintenance Operative (Handyman). Item A. Annual Handyman Appraisal. Item B. Annual Salary Scale Increment, from 1 st April 2021. Item C. Contract of employment to be signed to reflect any changes. Item 2. Parish Clerk & Responsible Financial Officer. Item A. Annual Clerks Appraisal. Item B. National Salary Award (NALC, SLCC). Item C. Annual Salary Scale Increment, from 1 st April 2021. Item D. Office Rent. Item E. Contract of employment to be signed to reflect any changes.	Decision
21/044	All Members	Date of Next Meeting. Parish Council meeting 25 th May 2021 Annual Parish Meeting (AGM) followed by Parish Council meeting (Note two meetings). Annual Parish Assembly not legally required to be held this year.	Information

Documents.

Large print, in braille, or hard copy of agenda, minutes, etc are available on request.

THIS NOTICE WAS ISSUED BY:

Mrs Diane Jacob (Clerk & Responsible Financial Officer of Wickham St Pauls Parish Council)

5 Crocklands, Greenstead Green, Halstead, Essex CO9 1QY

Tel: 07907631172 E-mail: parishclerk@wickhamstpaulsparishcouncil.org