

WICKHAM ST PAULS PARISH COUNCIL

www.wickhamstpaulsparishcouncil.org

22ND MARCH 2022

YOU ARE SUMMONED TO ATTEND THE FORTHCOMING PARISH COUNCIL MEETING, OF WICKHAM ST PAULS PARISH COUNCIL TO BE HELD IN THE PAVILION AT THE VILLAGE HALL, AT **7.30 P.M. ON TUESDAY 29TH MARCH 2022** FOR THE PURPOSE OF TRANSACTING THE BUSINESS SHOWN IN THE AGENDA.

(Subject to Covid 19 restrictions at the time).

THE PUBLIC AND PRESS ARE WELCOME TO BE PRESENT.



DIANE JACOB

CLERK & RESPONSIBLE FINANCIAL OFFICER OF THE COUNCIL

AGENDA

ITEM	PRESENTER	SUBJECT	STATUS
22/026	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
22/027	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 2021.	Decision
22/028	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
22/029	All Members	District and County Councillors to address the members if present. District Councillor Wendy Scattergood and County Councillor Peter Schwier.	Information
22/030	All Members	Minutes. Item 1. To confirm the minutes of the Parish Council meeting held on 29 th January 2022. Item 2. To confirm the minutes of the Personnel Committee meeting held on 9 th February 2022.	Decision
22/031	All Members	Planning Matters. TO CONSIDER ANY APPLICATIONS RECEIVED.	Decision
22/032	All Members	Matters Arising – Updates Item 1. Previous Minute Number 18/161 Item 1. Church Road additional parking (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 2. Previous minute 20/078 A131 Long Gardens – speeding – update. Item 3. 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 4. Previous minute Number 21/085 30mph zone extension Park Road. Item 5. Previous minute Number 21/085 'Beware of Horses' signs – update. Item 6. Old Road – 'Unsuitable for Heavy Vehicles' sign, submitted 25 Aug. 2021.	Information Decision

		<p>Item 7. Footpaths- update and footpath 22.</p> <p>Item 8. Wickham St Pauls Consolidated Trust – update by Cllr. Stokes.</p> <p>Item 9. Previous minute number 21/035 Bramford to Twinstead Network Reinforcement - report by Cllr. Stokes.</p> <p>Item 10. Previous minute number 21/041 Shellards Barn. Use of Premises - update by Cllr. Snazell.</p> <p>Item 11. Previous minute number 21/039 Verges. To discuss erosion to verges on Old Road – report by Cllr. Snazell.</p> <p>Item 12. Previous minute number 21/096 Beacon – rental of a beacon update by Cllr Cooper.</p> <p>Item 13. Previous minute number 21/097 The telephone box outside the village hall – update by Cllr Stokes.</p> <p>Item 14. County Broadband Pole and Cables E-mail sent to County Broadband update by Cllr Snazell.</p> <p>Item 15. Previous minute number 21/117 Manhole covers update about working group by Cllr Snazell.</p>																																								
22/033	All Members	<p>Queens Platinum Jubilee 2nd to 5th June 2022. Commerative Memorabilia.</p>	Decision																																							
22/034	All Members	<p>The Post Office. To discuss and consider the future of the Post office at Wickham St Pauls.</p>	Decision																																							
22/035	All Members	<p>Asset Register 2021/2022. To discuss and adopt the asset register.</p>	Decision																																							
22/036	All Members	<p>Trafalgar Night Fireworks. To confirm a date for the firework event as being 22nd October 2022.</p>	Decision																																							
22/037	All Members	<p>Financial Matters.</p> <p>1. Financial Statement (Items to be approved for payment and signed as per payment schedule).</p> <table border="1"> <thead> <tr> <th></th> <th>CHEQUE No.</th> <th>TOTAL</th> </tr> </thead> <tbody> <tr> <td>Acton Sand & Soil (Inv.No.2855 as per minute No. 22/014)</td> <td>002374</td> <td>60.00</td> </tr> <tr> <td>Wickham St Pauls Village Hall (Hire Jan, Feb, March)</td> <td>002375</td> <td>24.00</td> </tr> <tr> <td>Richard Edwards (Payroll provider January to March Invoice No. 45921)</td> <td>002376</td> <td>82.80</td> </tr> <tr> <td>JF Tree Specialist Ltd (Annual Tree Survey Inv. No. 1639)</td> <td>002377</td> <td>200.00</td> </tr> <tr> <td>D. Stokes (Reimbursement as per receipts)</td> <td>002378</td> <td>23.68</td> </tr> <tr> <td>D. Jacob (Expenses for February/March, as per receipts)</td> <td>002379</td> <td>60.21</td> </tr> <tr> <td></td> <td></td> <td></td> </tr> <tr> <td colspan="3">The following to appear in April (new financial year budget figures)</td> </tr> <tr> <td>D. Jacob (Salary for April)</td> <td>SO</td> <td>430.00</td> </tr> <tr> <td>D. Jacob (Adjustment to Salary for April including back dated pay)</td> <td>002380</td> <td>231.83</td> </tr> <tr> <td>L. Sear (Salary for April including back dated pay)</td> <td>002381</td> <td>144.85</td> </tr> <tr> <td>HM Revenue & Customs (For April for L. Sear & D. Jacob)</td> <td>002382</td> <td>191.23</td> </tr> </tbody> </table> <p>2. Monthly Budget Statement</p>		CHEQUE No.	TOTAL	Acton Sand & Soil (Inv.No.2855 as per minute No. 22/014)	002374	60.00	Wickham St Pauls Village Hall (Hire Jan, Feb, March)	002375	24.00	Richard Edwards (Payroll provider January to March Invoice No. 45921)	002376	82.80	JF Tree Specialist Ltd (Annual Tree Survey Inv. No. 1639)	002377	200.00	D. Stokes (Reimbursement as per receipts)	002378	23.68	D. Jacob (Expenses for February/March, as per receipts)	002379	60.21				The following to appear in April (new financial year budget figures)			D. Jacob (Salary for April)	SO	430.00	D. Jacob (Adjustment to Salary for April including back dated pay)	002380	231.83	L. Sear (Salary for April including back dated pay)	002381	144.85	HM Revenue & Customs (For April for L. Sear & D. Jacob)	002382	191.23	Decision
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22/038	All Members	<p>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.</p>	Information																																							
22/039	All Members	<p>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 22/040 and 22/041, 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.</p>	Decision																																							
22/040	All Members	<p>Personnel Issues report by Personnel Committee.</p> <p>Item 1. Village Maintenance Operative (Handyman). Item A. Annual Handyman Appraisal. Item B. Annual Salary Scale Increment, from 1st April 2022. Item C. Contract of employment to be signed to reflect any changes.</p> <p>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 1st April 2022. Item D. Office Rent. Item E. Contract of employment to be signed to reflect any changes.</p>	Decision																																							

22/041	All Members	Payroll Provider Contract. To discuss and consider the renewal of the payroll provider contract.	Decision
22/042	All Members	Date of Next Meeting. Annual Parish Assembly Thursday 19 th May 2022 at 7.00pm Parish Council meeting 31 st May 2022 Annual Parish Meeting (AGM) followed by Parish Council meeting (Note two meetings (start at 7.00pm))	Information

Council 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