

**DRAFT - MINUTES OF THE PARISH COUNCIL MEETING OF WICKHAM ST PAULS PARISH COUNCIL
HELD ON TUESDAY 29th MARCH 2022, AT 7:30 p.m.**

In the Chair: Cllr. D. Stokes
Present Cllrs. Cllr. J. Barlow, Cllr. M. Cooper, Cllr. I. Ward, Cllr. P. Snazell
Clerk: Mrs D. Jacob

District Councillor Wendy Scattergood
County Councillor Peter Schwier
Two members of the public

22/026 Welcome and Apologies for Absence.

The Chairman welcomed everyone, no apologies for absence received.

22/027 Declaration of Interests.

None.

22/028 Public Participation Session with respect to items on the agenda and other matters that are of mutual interest.

A member of the public expressed concerns about the start of potential building works on School Road and lorries passing and driving over the verges of the village green. Chairman confirmed that the Parish Council will closely monitor the area and inform planners at BDC to request a curtesy notice so that builders are informed not to park on the Green or drive on the verges.

22/029 Ward and County Councillors to address the members if present.

County Councillor Cllr. Peter Schwier introduced himself and explained that he is constantly working in the background even though he may not always be available to attend Parish Council meetings due to other work commitments. He reported that he regularly sends the Parish Council information. He discussed various Highway issues and confirmed that they are always consulted on planning applications.

Thanks, expressed to Cllr. Schwier.

District Council Wendy Scattergood announced that BDC are to recruit three additional enforcement officers. Her community grant has been cut to £1,000.00 across 10 villages. The National Grid substation may be an issue in the area as it is going to be double in size and will be visible across the countryside. BDC are awaiting plans, to be presented later this year. She also announced her retirement next year, as she has been with BDC for 20 years.

Thanks, expressed to Cllr. Scattergood.

22/030 Minutes.

Item 1. To confirm the minutes of the Parish Council meeting held on 25th January 2022.

The minutes of the Parish Council meeting held on 25th January 2022 were confirmed as a true and accurate record, signed by the Chairman.

Proposed by Cllr. Cooper, seconded by Cllr. Barlow, all in favour, resolution passed.

Item 2. To confirm the minutes of the Personnel Committee meeting held on 9th February 2022.

The minutes of the Personnel Committee meeting held on 9th February 2022 were confirmed as a true and accurate record, signed by the Chairman of the Personnel Committee.

Proposed by Cllr. Cooper, seconded by Cllr. Barlow, all in favour, resolution passed.

22/031 Planning Matters.

Planning Matters.

No new applications received.

22/032 Matters Arising – Updates.

Item 1. Previous Minute Number 18/161 Item 1. Church Road additional parking (Highways Grasscrete /Harden verge). Ongoing.

Item 2. Previous minute 20/078 A131 Long Gardens – speeding. Ongoing.

Item 3. Previous Minute Number 18/161 Item 2. Speed Indicator Device – update. Ongoing.

Item 4. Previous minute Number 21/085 30mph zone extension Park Road. Ongoing.

Item 5. Previous minute Number 21/085 ‘Beware of Horses’ signs. Ongoing.

Item 6. Old Road – ‘Unsuitable for Heavy Vehicles’ sign, submitted 25 Aug. 2021. Ongoing.

(Items 1 to 6 above to be taken off future agendas, to be added an appendix to keep track of the situation relating to these items).

Proposed by Cllr. Stokes, seconded by Cllr. Cooper, all in favour, resolution passed.

Signed (Chairman).....

31st May 2022

Item 7. Footpaths- update and footpath 22. Cllr. Ward to contact the landowner to arrange fallen trees to be cleared off the footpath and also to request that the path across the field is kept clear of crops. Ongoing, to be on next agenda.

Item 8. Wickham St Pauls Consolidated Trust – Continued progress, solicitors are now dealing with the auctioneers.

Item 9. Previous minute number 21/035 Bramford to Twinstead Network Reinforcement. A report has been submitted to National Grid by Cllr. Stokes, as follows.

The Wickham St. Pauls Parish Council having examined the National Grid proposal documentation, wish to make the following comments.

1. We ask you to consider siting the compound some 50 metres further away from the A131. This would give sufficient space for additional tree planting to screen the compound from the main road.
2. Plant additional screening to the west of the compound, facing Wickham St. Pauls.
3. As the ground falls away to the west, we feel that if the compound was recessed by some 5m, it would have less impact on the view from the A131 and from the direction of Wickham St. Pauls.
4. We would like you to consider running a public footpath alongside / around the compound area as the existing area is picturesque and popular with walkers.

We have also read the 12-page formal response submitted by the Stour Valley Underground and offer our full support to this documentation.

Item 10. Previous minute number 21/041 Shellards Barn. Use of Premises - update by Cllr. Snazell. BDC enforcement officer has attended and the area is slowly being tidied up, this will be monitored by BDC therefore item to be taken off next agenda.

Item 11. Previous minute number 21/039 Verges. To discuss erosion to verges on Old Road – report by Cllr. Snazell is that all verges in the rural area and in a very bad and poor condition— to be added to the appendix.

Item 12. Previous minute number 21/096 Beacon – The beacon has been rented by Cllr. Cooper.

Item 13. Previous minute number 21/097. The telephone box outside the village hall – still out of action – reported fault – **to be** added to the appendix.

Item 14. County Broadband Pole and Cables. E-mails sent to County Broadband, but no response. Cllr. Snazell now has a contact for the Parish Council to write to.

Item 15. Previous minute number 21/117 Manhole covers update about working group by Cllr. Snazell – ongoing, but aiming to complete before the next meeting.

22/033 Queens Platinum Jubilee 2nd to 5th June 2022.

To order 5 boxes of Commemorative Mugs at a cost of £1,092.40 plus VAT, one to be given out to each home in Wickham St Pauls and to present one to each child in the village.

Proposed by Cllr. Stokes, seconded by Cllr. Cooper, all in favour, resolution passed.

To also organise a hog roast and drinks at a cost of approx. £580.00 on the afternoon of Saturday 4th of June. This event being held to bring residents together to celebrate, food and drinks will be available for residents to purchase on the afternoon.

Proposed by Cllr. Stokes, seconded by Cllr. Cooper, all in favour, resolution passed.

22/034

The Post Office.

The Greenstead Green postmistress is starting next week at the village hall on a temporary basis whilst the new postmaster is being trained, will provide the same services.

22/035

Asset Register 2021/2022.

The asset register was adopted.

Proposed by Cllr. Cooper, seconded by Cllr. Ward, all in favour, resolution passed.

22/036 Trafalgar Night Fireworks.

To confirm a date for the firework event as being 22nd October 2022, to fundraise on the evening to raise funds for future events.

Proposed by Cllr. Ward, seconded by Cllr. Barlow, all in favour, resolution passed.

22/037 Financial Matters.

1. Financial Statement (Items to be approved for payment and signed as per payment schedule).

	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

Signed (Chairman).....

31st May 2022

D. Stokes (Reimbursement as per receipts)	002378	23.68
D. Jacob (Expenses for February/March, as per receipts)	002379	60.21
Lyster & Assoc. Inv. No. 2526	002383	25.00
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

2. Monthly Budget Statement. Received and noted.

Proposed by Cllr. Stokes, seconded by Cllr. Barlow, all in favour, resolution passed.

22/038 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.

22/039 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.

Proposed by Cllr. Cooper, seconded by Cllr Stokes, all in favour, resolution passed.

22/040 Personnel Issues report by Personnel Committee.

Item 1. Village Maintenance Operative (Handyman).

Item A. Annual Handyman Appraisal has been carried out. Item B. Annual Salary Scale Increment, from 1st April 2022 has been agreed. Item C. Contract of employment was signed to reflect the changes.

Proposed by Cllr. Cooper, seconded by Cllr. Stokes, all in favour, resolution passed.

Item 2. Parish Clerk & Responsible Financial Officer.

Item A. Annual Clerks Appraisal has been carried out. Item B. National Salary Award (NALC, SLCC) has been noted.

Item C. Annual Salary Scale Increment, from 1st April 2022 has been agreed. Item D. Office Rent has been agreed.

Item E. Contract of employment was signed to reflect the changes.

Proposed by Cllr. Cooper, seconded by Cllr. Barlow, all in favour, resolution passed.

22/041 Payroll Provider Contract.

To discuss and consider the renewal of the payroll provider contract, it was agreed to accept the 3% increase and the contract was signed by the Chairman.

Proposed by Cllr. Snazell, seconded by Cllr. Ward, all in favour, resolution passed.

22/042 Date of Next Meeting.

Annual Parish Assembly Thursday 19th May 2022 at **7.00pm**

Parish Council meeting 31st May 2022 Annual Parish Meeting (AGM) followed by Parish Council meeting (Note two meetings (start at **7.00pm**))

Meeting closed at 8.35p.m.

Signed (Chairman).....

31st May 2022