

WICKHAM ST PAULS PARISH COUNCIL

www.wickhamstpaulsparishcouncil.org

19TH JULY 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 26TH JULY 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 |
|--------|-------------|---|--------------------------|
| 22/070 | 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 |
| 22/071 | 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 2022. | Decision |
| 22/072 | 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 |
| 22/073 | All Members | District and County Councillors to address the members if present. District Councillor Wendy Scattergood and County Councillor Peter Schwier. | Information |
| 22/074 | All Members | Minutes. Item 1. To confirm the minutes of the Annual Parish Assembly held on 19 th May 2022. Item 2. To confirm the minutes of the Annual Parish Meeting held on 31 st May 2022. Item 3. To confirm the minutes of the Parish Council meeting held on 31 st May 2022. | Decision |
| 22/075 | All Members | Vacancy on Wickham St Pauls Parish Council. Item 1. To consider applicant and to co-opt candidate. Item 2. Co-opted candidate to sign acceptance of office. Item 3. Consent form to receive the Council Summons and agenda electronically. Item 4. Declaration of Interests form to be completed and sent direct to BDC within 28 days. | Decision |
| 22/076 | All Members | Planning Matters. Ref: 22/01650/HH Description: Two-storey rear extension. Location: Kingsmead School Road Wickham St Paul Essex CO9 2PS Ref: 22/01723/FUL Description: Erection of set of three stables, tack room and hay storage room. Location: Land South Of Old Road Wickham St Paul Essex TO CONSIDER ANY APPLICATIONS RECEIVED. | Decision |

| 22/077 | All Members | <p>Matters Arising.</p> <p>Item 1. Previous Minute Number 18/161 Item 1. Church Road additional parking (Highways Grasscrete /Harden verge) update, to confirm work has been completed.</p> <p>Item 2. Previous Minute Number 18/161 Item 2. Speed Indicator Device (VAS) – update, speed surveys have been carried out and the findings do not meet the criteria therefore no funding available from LHP (Local Highways Panel). Do the Parish Council want to purchase a VAS approx. £4,000.00 and apply for a licence/permission from Highways to be able to install one on the grass verge? See also attached Appendix 1.</p> | Information Decision | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|---|-------------|--|----------------------|------------|-------|---|--------|--------|----------------------------------|--------|--------|--|--------|-------|----------------------------|--------|--------|--|--------|-------|---|--------|-------|---|--------|-------|---|--------|--------|-----------------------------------|--------|-------|----------------------------|----|--------|---------------------------------------|--------|------|----------------------------|--------|-------|---------------------------------|--------|--------|------------------------------|----|--------|---|--------|------|------------------------------|--------|-------|-----------------------------------|--------|--------|----------|
| 22/078 | All Members | <p>Trees.</p> <p>To discuss and consider replacing two of the dedicated trees we planted in 2021, which have died, cost approx. £60.00 each.</p> | Decision | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 22/079 | All Members | <p>Bench.</p> <p>Item 1. The circular bench under the oak tree on the village green – to consider moving it near the large pond next to the village hall.</p> <p>Item 2. Construct base for the re-sited and dedicated (George Wybrow) bench by the village pond.</p> | Decision | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 22/080 | All Members | <p>Church.</p> <p>To discuss and consider to construct base for the donated and dedicated (Beryl Knight) bench in the All-Saints Church Yard. Budget cost £50.00.</p> | Decision | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 22/081 | All Members | <p>Water Drain.</p> <p>To consider and discuss possible repair to surface water drain brickwork near Timberwaite</p> | Decision | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 22/082 | All Members | <p>Jubilee Mugs.</p> <p>Report of distribution and reaction from residents.</p> | Information | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 22/083 | All Members | <p>Water Leak in road.</p> <p>Report of water leakage in the road near the Village Hall.</p> | Information | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 22/084 | All Members | <p>Fallen Oak Tree Near Village Hall.</p> <p>Report.</p> | Information | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 22/085 | All Members | <p>Extend the concrete post and iron rail where the fallen oak tree was.</p> <p>To protect the corner of the pond and stop erosion by traffic. Budget cost £100.00.</p> | Decision | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 22/086 | All Members | <p>Christmas 2022.</p> <p>To consider buying the material for a costume and asking a volunteer to make it so as to avoid renting one each Christmas. Budget £50.00.</p> | Decision | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 22/087 | All Members | <p>Financial Matters.</p> <p>1) Financial Statement for (Items to be approved for payment and signed as per payment schedule).</p> <table border="1" data-bbox="395 1317 1331 1944"> <thead> <tr> <th></th> <th>CHEQUE NO.</th> <th>TOTAL</th> </tr> </thead> <tbody> <tr> <td>D. Stokes (Reimbursement for music for jubilee event)</td> <td>002405</td> <td>147.67</td> </tr> <tr> <td>JPB Landscapes Ltd Inv. No. 1369</td> <td>002406</td> <td>264.00</td> </tr> <tr> <td>Playsafety Ltd Inv. No. 63116 RoSPA Report</td> <td>002407</td> <td>84.00</td> </tr> <tr> <td>Dove Support inv. No. 1428</td> <td>002408</td> <td>309.60</td> </tr> <tr> <td>Wickham St Pauls Village Hall (Inv. 2264 & 2267)</td> <td>002409</td> <td>26.00</td> </tr> <tr> <td>Derek Stokes (Reimbursement for receipts)</td> <td>002410</td> <td>23.79</td> </tr> <tr> <td>Richard Edwards Group (Inv. 47026 Payroll provider)</td> <td>002411</td> <td>85.50</td> </tr> <tr> <td>Maestro Tree Services removal of dangerous oak tree</td> <td>002412</td> <td>320.00</td> </tr> <tr> <td>D. Jacob (Expenses for June/July)</td> <td>002413</td> <td>68.82</td> </tr> <tr> <td>D. Jacob (Salary for July)</td> <td>SO</td> <td>460.00</td> </tr> <tr> <td>D. Jacob (Salary Difference for July)</td> <td>002414</td> <td>6.87</td> </tr> <tr> <td>Lee Sear (Salary for July)</td> <td>002415</td> <td>93.97</td> </tr> <tr> <td>HM Revenue & Customs (For July)</td> <td>002416</td> <td>118.60</td> </tr> <tr> <td>D. Jacob (Salary for August)</td> <td>SO</td> <td>460.00</td> </tr> <tr> <td>D. Jacob (Salary adjustment for August)</td> <td>002417</td> <td>7.07</td> </tr> <tr> <td>Lee Sear (Salary for August)</td> <td>002418</td> <td>93.97</td> </tr> <tr> <td>HM Revenue & Customs (For August)</td> <td>002419</td> <td>118.40</td> </tr> </tbody> </table> <p>2) Monthly Budget Statement</p> | | CHEQUE NO. | TOTAL | D. Stokes (Reimbursement for music for jubilee event) | 002405 | 147.67 | JPB Landscapes Ltd Inv. No. 1369 | 002406 | 264.00 | Playsafety Ltd Inv. No. 63116 RoSPA Report | 002407 | 84.00 | Dove Support inv. No. 1428 | 002408 | 309.60 | Wickham St Pauls Village Hall (Inv. 2264 & 2267) | 002409 | 26.00 | Derek Stokes (Reimbursement for receipts) | 002410 | 23.79 | Richard Edwards Group (Inv. 47026 Payroll provider) | 002411 | 85.50 | Maestro Tree Services removal of dangerous oak tree | 002412 | 320.00 | D. Jacob (Expenses for June/July) | 002413 | 68.82 | D. Jacob (Salary for July) | SO | 460.00 | D. Jacob (Salary Difference for July) | 002414 | 6.87 | Lee Sear (Salary for July) | 002415 | 93.97 | HM Revenue & Customs (For July) | 002416 | 118.60 | D. Jacob (Salary for August) | SO | 460.00 | D. Jacob (Salary adjustment for August) | 002417 | 7.07 | Lee Sear (Salary for August) | 002418 | 93.97 | HM Revenue & Customs (For August) | 002419 | 118.40 | Decision |
| | CHEQUE NO. | TOTAL | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| D. Stokes (Reimbursement for music for jubilee event) | 002405 | 147.67 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| JPB Landscapes Ltd Inv. No. 1369 | 002406 | 264.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Playsafety Ltd Inv. No. 63116 RoSPA Report | 002407 | 84.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Dove Support inv. No. 1428 | 002408 | 309.60 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Wickham St Pauls Village Hall (Inv. 2264 & 2267) | 002409 | 26.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Derek Stokes (Reimbursement for receipts) | 002410 | 23.79 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Richard Edwards Group (Inv. 47026 Payroll provider) | 002411 | 85.50 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Maestro Tree Services removal of dangerous oak tree | 002412 | 320.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| D. Jacob (Expenses for June/July) | 002413 | 68.82 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| D. Jacob (Salary for July) | SO | 460.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| D. Jacob (Salary Difference for July) | 002414 | 6.87 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Lee Sear (Salary for July) | 002415 | 93.97 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| HM Revenue & Customs (For July) | 002416 | 118.60 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| D. Jacob (Salary for August) | SO | 460.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| D. Jacob (Salary adjustment for August) | 002417 | 7.07 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Lee Sear (Salary for August) | 002418 | 93.97 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| HM Revenue & Customs (For August) | 002419 | 118.40 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

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|---------------|-------------|---|-------------|
| 22/088 | 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. Pro-forma invoice required for Fireworks so it can be listed on the September agenda for approval and payment. | Information |
| 22/089 | All Members | Date of Next Meetings. Parish Council Meeting Tuesday 27 th September 2022 (7.30pm) Parish Council Meeting Tuesday 29 th November 2022 (7.30pm) | 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

APPENDIX 1 (AGENDA ITEM 22/077 ABOVE).

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 Number 18/161 Item 2. Speed Indicator Device – update. Speed surveys completed and do not meet the criteria no funding available through the LHP.

Item 3. Previous minute 20/078 A131 Long Gardens – speeding – update.

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.

Item 7. Footpaths- update and footpath 22.

Item 8. Wickham St Pauls Consolidated Trust – update by Cllr. Stokes.

Item 9. Previous minute number 21/035 Bramford to Twinstead Network Reinforcement - report by Cllr. Stokes.

Item 10. Previous minute number 21/041 Shellards Barn. Use of Premises - update by Cllr. Snazell.

Item 11. Previous minute number 21/039 Verges. To discuss erosion to verges on Old Road – report by Cllr. Snazell.

Item 12. Previous minute number 21/097 The telephone box outside the village hall – update by Cllr Stokes.

Item 14. County Broadband Pole and Cables E-mail sent to County Broadband update by Cllr Snazell.

Item 13. Previous minute number 21/117 Manhole covers update about working group by Cllr Snazell.