

WICKHAM ST PAULS PARISH COUNCIL

www.wickhamstpaulsparishcouncil.org

19TH MARCH 2024

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 **7.15 P.M. ON TUESDAY 26TH MARCH 2024** 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
24/023	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
24/024	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 2023.	Decision
24/025	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
24/026	All Members	District and County Councillors to address the members if present. District Councillor and County Councillor.	Information
24/027	All Members	Minutes. Item 1. To confirm the minutes of the Parish Council meeting held on 30 th January 2024. Item 2. To confirm the minutes of the Personnel Committee Meeting held on 28 th February 2024.	Decision
24/028	All Members	Planning Matters. Item 1. Updates Item 2. New applications Ref: 23/03032/HH Description: Two storey side and rear extension Location: Lanterns School Road Wickham St Paul Essex CO9 2PR Ref: 24/00286/HH & 24/00287/LBC Description: Proposed single storey rear extension Location: Brickwall Farm The Green Wickham St Paul Essex CO9 2PX Ref: 24/00534/FUL Description: Demolition of 2 No. houses and the erection of 2 No. dwellings and single garages. Location: 1 Rectory Cottages Church Road Wickham St Paul Essex CO9 2PH	Decision

		TO CONSIDER ANY NEW APPLICATIONS RECEIVED.																									
24/029	All Members	Trees. To consider the purchase of two replacement fruit trees.	Decision																								
24/030	All Members	Dog Show. Permission requested to use the village green on 7 th September 2024 and in the village hall from 1-4pm.	Decision																								
24/031	All Members	Wickham St Pauls Consolidated Trust. Update.	Information																								
24/032	All Members	Matters Arising. See also attached Appendix 1 below.	Information																								
24/033	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"> <thead> <tr> <th></th> <th>CHEQUE NO.</th> <th>TOTAL</th> </tr> </thead> <tbody> <tr> <td>Wickham St Pauls Village Hall (Inv. No 2381)</td> <td>002543</td> <td>10.00</td> </tr> <tr> <td>Lee Sear (Salary for March)</td> <td>002544</td> <td>113.19</td> </tr> <tr> <td>HM Revenue & Customs (For March)</td> <td>002545</td> <td>134.60</td> </tr> <tr> <td>D. Jacob (Salary for March)</td> <td>SO</td> <td>490.00</td> </tr> <tr> <td>D. Jacob (Salary adjustment for March)</td> <td>002546</td> <td>48.18</td> </tr> <tr> <td>D. Jacob (Expenses for February/March as per receipts)</td> <td>002547</td> <td>103.52</td> </tr> <tr> <td>Richard Edwards Group (Inv. No. 53038)</td> <td>00248</td> <td>88.06</td> </tr> </tbody> </table> <p>2) Monthly Budget Statement.</p>		CHEQUE NO.	TOTAL	Wickham St Pauls Village Hall (Inv. No 2381)	002543	10.00	Lee Sear (Salary for March)	002544	113.19	HM Revenue & Customs (For March)	002545	134.60	D. Jacob (Salary for March)	SO	490.00	D. Jacob (Salary adjustment for March)	002546	48.18	D. Jacob (Expenses for February/March as per receipts)	002547	103.52	Richard Edwards Group (Inv. No. 53038)	00248	88.06	Decision
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24/034	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																								
24/035	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 24/036 and 24/037, 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																								
24/036	All Members	Personnel Issues report by Personnel Committee. Item 1. Village Maintenance Operative (Handyman). To discuss the position of the Village Maintenance Operative (Handyman) and consider recommendations made by the Personnel Committee. 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 2024. Item D. Office Rent. Item E. Contract of employment to be signed to reflect any changes.	Decision																								
24/037	All Members	Payroll Provider Contract. To discuss and consider the renewal of the payroll provider contract.	Decision																								
24/038	All Members	Date of Next Meetings. Parish Council Annual Parish Assembly (Village meeting) 23 rd April 2024 (7.15pm) Parish Council Meeting Tuesday 28 May 2024 (7.15pm)	Information																								

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

24/032 Matters Arising – Updates

There were a number of long-term items beyond our control and decisions that have not progressed and these are only being discussed at the meeting where there is a development.

Item 1. Previous minute Number 21/085 30mph zone extension Park Road – no further action by Highways. However, Parish Council to continue to pursue this item, next update by Cllr Snazell.

Item 2. Previous minute Number 21/085 'Beware of Horses' signs – no further action by Highways. However, Parish Council to continue to pursue this item, next update by Cllr Snazell.

Item 3. Old Road – 'Unsuitable for Heavy Vehicles' sign, submitted 25 Aug. 2021 – no further action by Highways, see item 23/085 above. However, Parish Council to continue to pursue this item, next update by Cllr Snazell.

Item 4. Previous minute number 21/039 Verges. To discuss erosion to verges on Old Road – no further action by Highways, see item 23/085 above. However, Parish Council to continue to pursue this item, next update by Cllr Snazell.

Item 5. Previous minute number 21/117 Manhole covers – ongoing.

Item 6. Previous minute number 22/079 The circular bench under the oak tree on the village green – to consider moving it near the large pond next to the village hall. Ongoing.

Item 7. Previous minute number 22/083 Water Leak in road. Water leakage in the road near the Village Hall - Anglian Water have confirmed that this is a Highway issue and has been reported to Highways ref; 2784998 on 5 July 2022 at 16.35pm. Cllr. Snazell has spoken to the Environmental Agency, Norfolk & Suffolk Water and agricultural team – Letter received from Highways that they are going to inspect the area, but no on-site meetings will take place – Cllr Snazell to contact Cllr Schwier for help and advice on all Highway issues – ongoing.

Item 8. Previous Minute number 22/085 Extend the concrete post and iron rail where the fallen oak tree was.

To protect the corner of the pond and stop erosion by traffic to install oak posts, only at this stage. Budget cost £100.00 ongoing.