

## ABBERTON AND LANGENHOE PARISH COUNCIL

### COUNCIL MEETING – 11<sup>th</sup> March 2019

A meeting of the Council took place on Monday 11<sup>th</sup> March 2019 at 7.30pm, at the Village Hall, Edward Marke Drive, Langenhoe

Cllrs Present    Stephen Wormell – Chairman  
                      Jonathan Andrews  
                      Alan Frost  
                      David Grover  
                      Doug Kibblewhite  
                      Malcolm Mattack  
                      Margaret Palmer-Slatter

Also in attendance – 10 members of public, CBC Cllr Davidson, CBC Zone Warden T Pickard and Clerk

535/15	Apologies for absence Cllrs Dougherty and Hine and ECC Cllr K Bentley	
536/15	Announcements Cllr Kibblewhite announced that the Cricket Club and Community Association were joining together to stage a fun day on 26 <sup>th</sup> May 2019 with all proceeds being donated to the Colchester Stroke Unit.	
537/15	Public Questions A defective streetlight in Layer Road was reported. A resident enquired if there were any funds remaining in the Abberton Community Fund and if there was, encouraged the Parish Council to access this to help fund the proposed community shop.	Action Clerk – to report streetlight Chairman – to check fund
538/15	Declarations of Interest -none	
539/15	Reports from County Cllr, CBC Cllr and Zone Warden Tim Pickard requested that the Council and villagers join in with the Great British Spring Clean, it was agreed that this would take place at 2pm on 13 <sup>th</sup> April 2019. He reported that following fly tipping in Layer Road, the culprit had been identified and was being summoned to court. He had replaced/repared various nameplates in the village. It was also reported that several dog fouling fines had been issued in neighbouring areas and that the Wardens are regularly in all the villages to look out for this.	

	<p>CBC Cllr Davidson reported that the CBC council tax would rise by 3% and the ECC tax by 4%. He reported that a new smart phone app. had been developed that offered cheaper parking in 2 car parks in Colchester after 2pm each day. The recycling rates have increased to 55%, a rise of 4% on the previous year. There was currently an offer on gym membership at Leisure World. There was now 66 Special Constables working in the Borough, in the last year they had worked a total of 24000 hours which equated to the man power of 14 PC's. He also encouraged all residents to respond to County Broadband</p>	
540/15	<p>Minutes of Meeting – 18<sup>th</sup> February 2019  The minutes as previously circulated were signed as a true record by Cllr Wormell, with the following amendment at 533.13/15 – ‘not had a helpful response’. Proposed by Cllr Grover and seconded by Cllr Mattack.</p>	
541/15	<p>Matters arising from previous meeting  Highway Issues – Cllr Kibblewhite had spoken with ECC Cllr Bentley and the following had been achieved –</p> <ul style="list-style-type: none"> <li>• Drainage issues, Fingringhoe Road/Pyefleet View – ECC to install 2 new carriageway gulley's</li> <li>• Speed signs, Layer Road – confident that signs can be moved</li> <li>• Speed Survey, Layer Road – Cllr Bentley is encouraging the Parish Council to contribute to the cost of the survey, this could be up to £200. Cllr Kibblewhite proposed and Cllr Grover seconded that the Parish Council should offer payment towards the survey. A vote was taken, 4 for and 2 abstentions. It was noted that Cllr Bentley had not responded to some of the questions raised about this survey, but had advised that the council would be consulted on the location. A resident offered to pay any shortfall towards the survey.</li> <li>• Speeding, Mersea Road – it was suggested that a camera should be installed near the school crossing and Cllr Bentley will approach the Essex Safer Road Partnership.</li> <li>• Repainting white lines – no date has yet been confirmed for this.</li> </ul>	<p>Action – Cllr Kibblewhite to report back to ECC Cllr Bentley</p>
542/15	<p><u>Planning application</u>  180874 – The Lion, Mersea Road – this will be discussed later in the meeting  190644 – Cherry Lodge, Mersea Road – creation of new dropped kerb – no objection  <u>Planning Decision</u>  182888 – 9 Sawkins Close – refused</p>	

543/15	<p>Correspondence</p> <ul style="list-style-type: none"> <li>• Cllr Wormell had received a request from a resident to install a bench in the play area – this had been agreed at a previous meeting</li> <li>• First Buses had confirmed that they are currently unable to update the mobile app. to give up to date bus information, as this is undergoing a revamp and when completed will contain much more information. They confirmed that details of timetables likely to be affected by the tides at Mersea are displayed in the bus shelters and will in future be sent to the Council for the website</li> <li>• An invitation to the next Passenger Transport meeting in June had been received.</li> <li>• CBC had confirmed the location of the polling stations for the May elections – this would be the Village Hall for both wards</li> <li>• The Calor Rural Community Fund has grants available up to £5k. Cllr Palmer-Slatter will see if this could be useful for the Community Association</li> </ul>																	
544/15	<p>Finance and Accounts – March 2019</p> <p>Accounts payable – the following payments were approved – schedule 218</p> <table border="0" data-bbox="400 1099 1161 1424"> <tr> <td>E-On – streetlight electricity</td> <td style="text-align: right;">55.81</td> </tr> <tr> <td>A &amp; J Lighting – call out</td> <td style="text-align: right;">139.02</td> </tr> <tr> <td>A &amp; J Lighting – maintenance</td> <td style="text-align: right;">60.90</td> </tr> <tr> <td>Information Commissioner – data</td> <td></td> </tr> <tr> <td>Protection registration</td> <td style="text-align: right;">40.00</td> </tr> <tr> <td>Mrs C McSweeney – stationary, Postage and 6 months office use</td> <td style="text-align: right;">279.00</td> </tr> <tr> <td>Mrs C McSweeney – salary Feb 19</td> <td style="text-align: right;">196.00</td> </tr> <tr> <td>HMRC – paye</td> <td style="text-align: right;">49.00</td> </tr> </table> <p>It was proposed by Cllr Kibblewhite and seconded by Cllr Grover that the cheques listed on schedule 218 be approved for payment. Signed by Cllrs Wormell at the meeting, and later by Cllr Hine</p>	E-On – streetlight electricity	55.81	A & J Lighting – call out	139.02	A & J Lighting – maintenance	60.90	Information Commissioner – data		Protection registration	40.00	Mrs C McSweeney – stationary, Postage and 6 months office use	279.00	Mrs C McSweeney – salary Feb 19	196.00	HMRC – paye	49.00	
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545/15	<p>The Lion – update</p> <p>Cllr Mattack reported that since the previous meeting a lot of work had been done to encourage the developers to include a Community Shop on the site. This has resulted in amended plans being submitted to include the shop. The developers had agreed to assist with fitting of utilities and a rental figure had been agreed. CBC Planning Cttee were due to note the amended plans at its meeting on 14<sup>th</sup> March and a new consultation deadline for comments on the</p>	<p>Action Cllrs Mattack and Kibblewhite to provide content of flyer Clerk to print flyers and organize gift</p>																

	<p>amendments had been set for 22<sup>nd</sup> March. It was agreed that a flyer would be prepared for distribution to all properties encouraging all residents to comment in support of the amended plans. It was noted that 2 sets of plans were currently on the website and Cllr Davidson had spoken to the Planning Officer to ensure that the plans containing a flat as an alternative to the shop be removed. The Councils' response to the application as follows – Abberton and Langenhoe Parish Council strongly support the new plan showing a 512ft<sup>2</sup> community run shop and welcomes the developers cooperation to deliver the much needed community facility now an acceptable rent and business plan has been agreed between the two parties. However, it is concerned that the developer has also submitted an alternative plan for the shop location of a 1 bed flat which the Council strongly objects to before a legal lease is signed securing the shop. Once signed, the Parish Council could accept the alternative use as a residential flat in the unlikely event that the community shop were to cease trading in the future. It should be noted that this matter was discussed in full at the Parish Council meeting on 11<sup>th</sup> March and obtained the unanimous approval of residents in attendance.</p> <p>Cllr Kibblewhite proposed and Cllr Mattack seconded that a gift of flowers should be sent to Mrs Flack who had provided advise and help in drawing up the plans for the shop. Agreed</p>	
546/15	<p>To consider amendments to the Assets Register and Insurance Schedule</p> <p>The Clerk had previously provided copies of both the current Assets Register and Insurance Schedule. It was noted that there were discrepancies between the documents. Following discussion, the Assets Register will now be amended with the following alterations –</p> <p>Markes Wood – NIL insurance value</p> <p>War Memorial and Notice boards to be included within the £36k Street Furniture value</p> <p>All play equipment to be insured on a joint first claim basis of £10k</p> <p>References to Contents (£15K) and Mowers and machinery (£6K) to be removed</p> <p>The Clerk will update the register and this will be used as a basis for the Insurance renewal in May 2019.</p>	Action Clerk to update register
547/15	<p>To consider the effectiveness of the Internal Audit and agree any recommendations</p> <p>It was noted that the Council currently does not have a policy in place to consider the effectiveness of the internal audit. The Clerk had circulated details of what should be included in this policy and Cllr Mattack proposed and Cllr</p>	Action Clerk to produce policy and arrange telephone

	<p>Kibblewhite seconded that the Clerk should draw up this policy as agreed.</p> <p>It had also been suggested that to provide additional security, that cheques signatories should initial the invoices as well as the cheque stubs and that the Clerk will provide a quarterly bank reconciliation. The reconciliation will need to be checked by a Cllr who is not a cheque signatory. It was also suggested that the Council should register with Barclays Bank for telephone banking. Cllr Mattack proposed and Cllr Kibblewhite seconded accepting these changes which will be incorporated within the policy.</p>	banking arrangements
548/15	<p>Newsletter – update and to consider policy on advertising</p> <p>Cllr Palmer-Slatter reported that she had enough advertising for the next edition which would hopefully be printed and delivered by the end of the month. The Cllrs present agreed that they should consider a policy for the type of advertising content they would accept and Cllr Mattack had produced and circulated a draft policy. This was discussed and Cllr Mattack proposed and Cllr Kibblewhite seconded accepting the policy as previously circulated. Agreed.</p> <p>It was noted that advertising rates are £30 for half page and £20 for quarter page.</p>	Action Clerk to produce policy Cllr Palmer-Slatter to arrange printing of newsletter
549/15	<p>Representatives Reports</p> <ol style="list-style-type: none"> <li>1. Footpath and Tree Warden – nothing to report</li> <li>2. Abberton and Langenhoe Community Association – noted that there is a quiz night on 27<sup>th</sup> April</li> <li>3. Edward Marke Trust – the trees had been trimmed and there was now only one-half plot remaining</li> <li>4. Church Matters – nothing to report</li> <li>5. Grass cutting/maintenance – weather permitting the first cut will be done this week</li> <li>6. Public relations – nothing to report</li> <li>7. Neighbourhood Watch – the meeting scheduled for 11<sup>th</sup> March had been cancelled.</li> <li>8. Youth Liaison – Cllr Andrews reported that he had been advised that someone may have come forward to take on the running of the Youth Club</li> <li>9. Finance Working Party – nothing to report</li> <li>10. Property Maintenance – the surface of the basketball court is slippery. Cllr Grover proposed and Cllr Kibblewhite seconded paying for this to be jet washed (approx. £40)</li> <li>11. CALC – the next meeting is 21<sup>st</sup> March 2019</li> </ol>	

	<p>12. WW1 Centenary Anniversary - a new design had been drawn up for the window glass and would be sent to the manufacturers. The silhouette would be collected from Cllr Davidson and placed back in the village.</p> <p>13. Broadband – the meeting with County Broadband had been well attended and most people at the meeting had indicated they would sign up.</p> <p>14. Markes Wood – nothing to report</p> <p>15. Speedwatch – nothing to report</p>	
550/15	The next meeting will be on 8 <sup>th</sup> April 2019. The Annual Parish Meeting will begin at 7pm and be followed by the Council Meeting	

Outstanding Matters from previous meetings

Progression of LCAS application	Cllr Dougherty/Clerk
Update of Local Plan	Cllr Mattack
Consider use of Social Media	Cllr Andrews

There being no other business, the meeting closed at 9pm