

BRADFIELD PARISH COUNCIL
PARISH COUNCIL MEETING
Minutes December 2019

Minutes of the Parish Council Meeting held on Tuesday 3rd December 2019 at Bradfield Village Hall, Bradfield, Manningtree, Essex commencing at 7.30pm.

Present: Cllr Mrs K Wynn (Chairman), Cllr Mrs K Burton (Vice Chairman), Cllr A Coley, Cllr V Osborne and Cllr R Scott

Also Present: Jeanette Sands (Clerk) and ten members of the public

There are 4 vacant seats on the Parish Council

129/19

Apologies for Absence.

All Councillors were present therefore there are no apologies

130/19

Declarations of Interest

No declarations of interest were made

131/19

The Minutes of the Meeting held on 5th November 2019

It was **RESOLVED** to accept the Minutes as a true record, and these were signed by the Chairman

Proposed: Cllr Mrs Burton

Seconded: Cllr Scott

132/19

Public Voice

Concerns were voiced over the number of HGV's driving through the village during the evening closure of the A120 resurfacing. It is thought the drivers were using car sat-navs. Cllr Coley advised he had already contacted Highways and requested that better signage is used to prevent this happening in future. The speed some lorries were travelling at was thought to be dangerous and Cllr Coley is waiting for a call back regarding what can be done to prevent this.

The Clerks salary was queried and a breakdown requested. An answer was given that this was the Net value as the Clerk does not pay NI or income tax.

133/19

Clerks Report

Printer/Scanner – this has been ordered from Accent Stationers and should be available for collection in the next few weeks.

Street Light – light number 9012 on King Street was reported as it was no longer working and has been replaced with an LED light.

134/19

Councillor/Working Party Brief Reports

No reports were given.

135/19

Amenities Sub-Committee

The Amenities Sub-Committee suggested leaving the Village Hall gates open for a trial of six months. If any problems occur then a multi key padlock would be used. All key holders would be listed and issued with a key to lock the gates when they left.

Weekly playground inspections are to still be carried out but by Councillors until further notice. Any faults found are to be noted and remain on the inspection sheets until the repairs have been carried out. Cllr Osborne offered to carry out the inspections until the beginning of January.

The gate needing to be fixed, painted and remounted is still to be done and it was decided that more than one quote is needed.

The handyman's new job description and contract are being drawn up and will be presented at the next meeting

The Amenities Sub Committee will also present ideas for the new land at the Cemetery.

They will also advise on tree planting at the recreation ground.

It was **RESOLVED** to accept all the above by all Councillors.

136/19

Grounds Maintenance

The new zip wire seat and cover are awaiting installation. The large splinter on one of the benches has been removed and the nails sticking out of the A frame have been fixed.

137/19

Litter Pick

The recent litter pick was very successful, there was a good turnout and 20 black bags were filled with rubbish. Unfortunately refreshments could not be arranged after the litter pick but it is hoped they will be available after the next one. A spring litter pick is to be arranged for mid-March and Cllr Coley will look into booking the pickers, hoops and arrange a date around their availability.

138/19

Planning

19/01699/FUL

Ash Moor – Heath Road. A single storey rear extension. It was RESOLVED to send a decision of No Comment to TDC

139/19

Office 365

Cllr Scott advised this was now ready and it was **RESOLVED** the move across to this system would take place on December 11th

140/19

Land Purchase

This item has been discussed in Minute number 135/19

141/19

Review of Policies

It was **RESOLVED** to update the Cemetery Regulations to include the use of skip bags for excess soil which would need to be organized by the Funeral Directors

142/19

Meeting Security

Cllr Coley has spoken to TDC regarding meeting security, they have security people on their doors but this is at District level and would not suit a Parish Council. Recording equipment was suggested and Cllr Scott will look into the costs involved for the next meeting.

143/19

Tendring District Association of Local Councils

At present the Parish Council is not a member but after discussion it was **RESOLVED** to join however rather than have one Councillor as a representative various Councillors would attend depending on their availability.

144/19

Finance Report

Current Account

The balance of the current account stands at £14606.49

Payments for December total £3020.44 this includes the external auditors fee of £480

Balance = £11586.05. Please see end of Minutes for breakdown of payments.

Savings Account

The balance of the savings account stands at £75112.81

January Payments

At present these stand at £749.14

EON approx. 179.74

Salary Costs 569.40

The above are subject to change.

The payment of the Annual Community Benefit has been received into the bank. This was for £3951.09

The 2020/21 budget has been deferred until the next meeting now being held in January. It was **RESOLVED** to accept the payments.

Proposed Cllr Coley

Seconded Cllr Scott

145/19

Items for the next agenda

Budget and precept for 2020-2021

146/19

Date and time of next meeting

Tuesday January 7th 2020 in the Methodist Hall

147/19

PC Ben Spencer

PC Ben Spencer introduced himself and explained he was part of the Community Policing Team based at Harwich. This team covers Bradfield, Wix, Wrabness, Stones Green, Little Oakley and Great Oakley. They are providing help to communities by patrolling and being seen around the villages and also by liaising with the public and Parish Councils. The Chairman thanked PC Spencer for coming along.

The meeting closed at 19.55

Signed Chairman Date

December Payment List

| Payee | Net | VAT | Gross | Description |
|----------------|----------------|---------------|----------------|-------------------------------|
| Staff Costs | | | 569.40 | December staff costs |
| GALS | | | 150.00 | Final part of October invoice |
| A & J Lighting | 364.00 | 72.80 | 436.80 | Street light repair – now LED |
| EON | 171.18 | 5.56 | 179.74 | Electricity costs |
| Hill Farm | 500.00 | 100.00 | 600.00 | Grass cutting |
| PFK Littlejohn | 300.00 | 60.00 | 360.00 | External audit fee |
| Accent | 3.75 | 0.75 | 4.50 | Pack of printer paper |
| Hill Farm | 500.00 | 100.00 | 600.00 | Grass cutting end of December |
| Totals | 1938.93 | 178.36 | 3020.44 | |