

WETHERSFIELD PARISH COUNCIL



Members of the Council are hereby summoned to attend the Parish Council Meeting to be held at Blackmore End Village Hall on Wednesday, 14th February 2018 commencing at 7.30pm for the purpose of transacting the following business:

The meeting will be open to the public unless the Council directs otherwise.

AGENDA

1. **Apologies for Absence.**
2. **To receive member's declarations of interest and dispensations in items on the agenda.**
Dispensations should be requested from the Clerk up to the day before the meeting.
3. **Minutes:**
Acceptance of the minutes from the ordinary meeting of the Parish Council held on 10th January 2018.
4. **Public participation session with respect to items on the agenda and other matters that are of mutual interest or local concern:** A maximum of 15 minutes shall be allowed for public question time with 3 minutes allocated for each member of the public to speak.
5. **Report from the Clerk:** An update on matters arising from the last meeting together with any correspondence received. (Appendix I)
6. **Co-option:** An update on the vacancies in the wards of Wethersfield and Blackmore End.
7. **Wethersfield Village Hall:** A progress and financial report from the Chair of Wethersfield Village Hall CIO.
8. **Wethersfield Village Store and Post Office:**
Motion proposed by: Cllr Godley
To apply to Braintree District Council to make the Village Store and Post Office an Asset of Community Value.
9. **Dog Fouling, Wethersfield:** To discuss the ongoing problem of dogs fouling on the pavements.

10. **Parking in Syers Field, Blackmore End:** A general discussion on parking problems.
11. **Wethersfield Village Hall Club Sign on Bus Shelter:**
Motion Proposed by Cllr Godley:
To grant Wethersfield Village Hall Club permission to erect a sign on the back wall of the bus shelter. The sign will give general information about the club.
12. **Wethersfield Community Website:**
 - (i) An update on the community website.
 - (ii) To discuss the appointment of a volunteer website administrator.
 - (iii) A general discussion on the development of a set of Rules and Regulations which will need to be agreed and followed by all users of the community website.
13. **Data Protection Policy:**
An update on the adoption of a Data Protection Policy including the introduction of dedicated email addresses for councillors.
14. **Introduction of 30mph Speed Limit in Beazley End and Codham:** An update on the recent meeting held with the Local Highways Panel.
15. **Extension of 30mph Speed Limit in Blackmore End:** An update on the meeting held with the Local Highways Panel and a recommendation for further action.
16. **Trees in Wethersfield:** An update on the tree outside The Old Coach House.
17. **Complaints Procedure, Code of Conduct and Standing Orders:** To review progress on producing a final version for approval.
18. **Policy for Events on The Green:** To approve the final version of the Events Policy.
19. **Planning:** To consider and make comments to Braintree District Council on any applications received.
20. **Personnel Matters:**
 - (i) Responsible Financial Officer: An update on the current vacant position of RFO.
 - (ii) Data Protection Officer: An update on the requirement to appoint a DPO.
21. **Finance:**
 - (i) Motion proposed by Cllr Godley:
To settle the invoices from Cooper and Broome (Contracts) Ltd for necessary repairs to the boiler installation at the Wethersfield Village Hall and Wethersfield Village Hall Club in the sum of £1016.37 plus VAT of £203.27 making a total of £1219.64
 - (ii) Motion proposed by Cllr Daniel:
To include in the 2018/19 budget an additional £1,500 to be used as match funding in support of a grant applications for a new village sign for Beazley End. £500 has already been agreed (minute reference 17/109(v)).
 - (iii) To approve payments/cheques for signature.

22. **Grants/Donations:**
- (i) To consider whether to award a grant to St Mary Magdalene Church following a request received from the Hon Treasurer in a letter dated 27th January 2018.
 - (ii) To consider whether to give a donation to BEARS following a request dated 14th January 2018.
23. **Parish Council Assets:** To discuss any additional items or deletions to be made to the current list of assets. (Appendix II)
24. **Local Services Fund:** An update on the Local Services Fund which offers up to £15,000 over three years for new projects.
25. **Items from Councillors to be added to the next Agenda**
26. **Next Parish Council Meeting:** The next meeting of Wethersfield Parish Council will be held at Blackmore End Village Hall on Wednesday, 14th March 2018 commencing at 7.30pm.



Alison Lucas
Clerk to Wethersfield Parish Council

8th February 2018

Agenda Item 5
(Appendix I)

REPORT FROM THE CLERK

Closing one end of Dog Chase to traffic

A letter has been sent to Cllr Butland formally requesting that the High Street end of Dog Chase is closed to traffic. The next meeting of the Local Highways Panel is on 29th March 2018 and it is hoped this matter will be considered then.

Section 106: Blackmore End Playing Field access improvements and Beazley End

A response is still awaited from Braintree District Council and a follow up email was sent by the clerk on 5th February.

Section 106: Beazley End – various items

A response is still awaited from Braintree District Council and a follow up email was sent by the clerk on 5th February.

Footpath from Nortofts Farm to Petches Bridge junction

Cllr Butland is aware of concerns about this footpath and has confirmed he is actively investigating it.

Wethersfield Village Hall Club: Water Leak

Wethersfield Village Hall Club has been asked to provide at least two quotations for consideration by the Parish Council. These are still awaited.

Dislodged kerbstone on the corner of Lower Green Road and Syers Green, Blackmore End

This has now been replaced.

Blocked Drain in Slip Road alongside The Green

This has still not been cleared by Essex Highways.

CORRESPONDENCE RECEIVED

- (i) A letter dated 14th January has been received from BEARS (Basics Essex Accident Rescue Services) to bring awareness of their services and explaining they rely solely upon public donations. (Agenda Item 22(ii))
- (ii) A letter dated 27th January has been received from St Mary Magdalene Church requesting that the Parish Council award a maintenance grant for 2018. (Agenda Item 22 (i))
- (iii) Details and a link have been put on the community website about a six week consultation on proposed changes to car parking charges at a number of Essex country parks.