

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 13th June 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 Annual Parish Council Meeting held on 9th May 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 and it is requested each member of the public speak for a maximum of 3 minutes.
5. **Report from the Clerk:** An update on matters arising from the last meeting together with any correspondence received. (Appendix I)
6. **Co-option:** To acknowledge any applications received to date. Co-option will take place at the meeting to be held on 11th July 2018.
7. **To receive a report from the District Councillor**
8. **Planning:** To consider and make comments to Braintree District Council on the following applications:
 - (i) 18/00870/VAR - Fairy Farm, Toppesfield Road, Wethersfield, CM7 4EP
Application for a variation of Condition 8 of planning permission
 - 10/01693/FUL - To allow the retention of an existing dwelling for non-residential agricultural use.

- (ii) 18/00118/TPOCON - Hillfoot House, Braintree Road, Wethersfield, CM7 4BU
Notice of intent to carry out works to tree in a Conservation Area - Fell hazel tree because of low amenity value. Replant in same place with specimen tree to be consistent with existing laurel and apple trees and maintain a wooded area in centre of garden.
- (iii) 18/00922/VAR - Parsonage Farmhouse, Hedingham Road, Wethersfield, CM7 4EQ
Application for a variation of Condition 2 of planning permission
16/00051/FUL - Replacement of drawing showing size and roof profile of unit to provide DDA access.

9. **Finance:**

- (i) 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)).
- (ii) To approve payments/cheques for signature.

10. **Responsible Financial Officer:** An update from Cllr Barker on the appointment of an RFO following an application which was received on 9th May.

11. **Wethersfield Community Website:**

- (i) To introduce Mr John Ballantyne, the new volunteer website administrator, who may wish to ask and receive any questions from councillors.
- (ii) Motion proposed by Cllr Barker:
To approve the flyer to be distributed to all homes in the parish informing residents about the community website and inviting them to subscribe to a newsletter.

12. **Closing the High Street End of Dog Chase:** An update from Cllr Bowers.

13. **Moving the defibrillator:** To receive an update from Cllr Barker on any cost implications involved in moving the defibrillator from the former shop to Wethersfield village hall.

14. **Wethersfield Village Hall:** To discuss the various points raised in an email from the Chair of the CIO dated 23rd April relating to improving the façade of the village hall.

15. **Data Protection Policy:** To discuss implementing audits for councillors and the clerk to be compliant with GDPR.

16. **Complaints Procedure, Code of Conduct and Standing Orders:** An update on the final draft which will be produced shortly.

17. **Vehicles speeding through Wethersfield:** To consider re-starting a speed watch group.

18. **Relocation of Laura's Bench:** To consider a suitable new site for the memorial bench.

19. **Alternative diversion route for the 5 day Temporary Closure of Codham Mill Lane commencing on 25th June 2018:** To consider contacting Essex Highways to request an alternative to the proposed diversion to avoid Lovers Lane and Mumford Hill which are single track roads.

20. **Items from Councillors to be added to the next Agenda.**
21. **Next Parish Council Meeting:** The next meeting of Wethersfield Parish Council will be held at Wethersfield Village Hall on Wednesday, 11th July 2018 commencing at 7.30pm.

A handwritten signature in black ink, appearing to read 'Alison Lucas', written in a cursive style.

Alison Lucas
Clerk to Wethersfield Parish Council

4th June 2018