

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, 12th September 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:**
 - (i) Acceptance of the minutes from the Parish Council Meeting held on 11th July 2018.
 - (ii) Acceptance of the minutes from the Extraordinary Parish Council Meeting held on 17th July 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. **To receive a report from the District Councillor.**
7. **Wethersfield Community Website:**
 - (i) To receive information on the community website from Mr John Ballantyne, the volunteer webmaster.
 - (ii) To agree to defer the motion proposed by Cllr Barker (minute ref: 81/18-19(ii)) for another month.
8. **CROWS (Community Redevelopment of Wethersfield Shop):**
 - (i) Motion proposed by Cllr Buchan:
To agree to fund the registration of CROWS as a Community Benefit Society for £310.
 - (ii) To receive a report from Cllr Buchan, who was co-opted as the Parish Council's representative on the CROWS committee over the summer break.

- (iii) To consider a request to put a temporary unit on the grass at the corner of West Drive and Braintree Road.
9. **Community Bus Service:** To report on support for a trial community bus service to cover Blackmore End and Beazley End.
10. **Trees:**
- (i) To consider cutting back the turkey oak on The Green, Blackmore End following a complaint.
- (ii) To agree to remove the 3 trees which have blown down into the garden of Littleacres, Blackmore End and reinstate the fence which has been demolished as a result.
11. **Planning:** To consider and make comments to Braintree District Council on the following application/s:
- (i) **18/01450/ELD - Keepers Cottage, Poor Park, Hedingham Road, Wethersfield, CM7 4EQ**
Application for a Lawful Development Certificate for an Existing Use - Use of building as a single dwelling house and associated garden land and garage.
12. **Wethersfield Village Hall:**
Motion proposed by Cllr Godley:
To agree to the urgent replacement of the oil tank with a new bunded tank following the discovery of a leak around the outlet union. Three quotes will be obtained and an order placed with the lowest received.
13. **Blackmore End Playing Field:** To consider a request from the Playing Field Committee to replace 3 toddler swings as the wood has rotted and one of the cross beams has worked loose. The replacement cost is approximately £2,740 which would include delivery and installation. If this expenditure is approved a number of competitive quotes would be obtained.
14. **Grant Applications/Donations/Gifts:**
- (i) Motion proposed by Cllr Taylor:
To approve a general maintenance grant request from Blackmore End Playing Field for £1,400.
- (ii) Motion proposed by Cllr Vincent:
To approve a grant request from Wethersfield Village Hall CIO for £50 to cover some of the printing cost to advertise an event to remember Wethersfield's contribution to the 1914-18 Great War which is being held on 10th November 2018.
- (iii) Motion proposed by Cllr Bowers:
To approve a donation of £200 to Essex & Herts Air Ambulance.
- (iv) Motion proposed by Cllr Vincent:
To approve the purchase of two commemorative wreaths from the Royal British Legion priced at £18.99 each + p&p for Wethersfield and Blackmore End memorials together with an additional donation to the Royal British Legion Poppy Appeal 2018 of £50.
- (v) Motion proposed by Cllr Vincent:
To approve a donation of £50 to Support4Sight, a small local charity based in Saffron Walden which supports visually impaired people and families in Essex.

- (vi) **Motion proposed by Cllr Barker:**
To approve the purchase of a “thank you” gift up to the value of £25 for Mr R Cook who helped cut up and clear away the tree which blew down blocking the road in Wethersfield on 28th July.
15. **Finance:** To approve payments/cheques for signature.
16. **Data Protection Policy:** A report from Cllr Daniel following a review of GDPR documents received.
17. **Complaints Procedure, Code of Conduct and Standing Orders:** An update on the final draft which will be produced shortly.
18. **Dog Fouling:** To discuss putting up posters to warn people about the penalties for not clearing up after their dogs.
19. **Christmas Tree Light Switch-On:** An update from Cllr Barker on this event.
20. **Footpaths:** To request a volunteer/s to walk the footpaths in the parish and report back on the condition of the paths generally, to identify waymarkers which need to be replaced or renewed and to check on the condition of styles. This follows several complaints about the state of footpaths in the parish which have been received over the summer.
21. **Items from Councillors to be added to the next Agenda.**
22. **Next Parish Council Meeting:** The next meeting of Wethersfield Parish Council will be held at Wethersfield Village Hall on Wednesday, 10th October 2018 commencing at 7.30pm.
23. *The Council will resolve to exclude the press and public from the remainder of the meeting due to confidential business (Public Bodies (Admission to Meetings) Act 1960, S1(2)).*
24. **Responsible Financial Officer:** To discuss the employment contract drafted and circulated by Cllr Barker.



Alison Lucas
Clerk to Wethersfield Parish Council

6th September 2018

