

WOODHAM FERRERS & BICKNACRE PARISH COUNCIL

White Elm Garden Centre, White Elm Road, Bicknacre, Chelmsford, CM3 4LR
Tel: 07931 558125
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AGENDA

PARISH COUNCIL MEETING
10th January 2023
THE PITMAN ROOM, BICKNACRE MEMORIAL VILLAGE HALL

7.30pm

Councillors: You are hereby summoned to attend the Meeting of the Parish Council to be held at The Pitman Room, Bicknacre Memorial Village Hall on the 10th January 2023 at 7.30pm for the purpose of transacting the business itemised below.

Members of the Public: In accordance with The Public Bodies (Admissions to Meetings) Act 1960, members of the public wishing to address the Council have the opportunity to do so during the Public Forum. However, also in accordance with The Public Bodies (Admissions to Meetings) Act 1960, the public may be excluded whenever publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

Lucy White - Clerk to the Council.

5th January 2023.

8/23	Declaration of Interests At this point, all Members are to be reminded that they must disclose any interests they have in items of business on the meeting's agenda either at this point or during the agenda item. If not already done so, they are also obliged to notify the Monitoring Officer of the interest within 28 days of the meeting.
9/23	Recording Of Meeting All present to be asked if they have any intention of recording all or part of the meeting.
10/23	Admission of the Public In accordance with the Public Bodies (Admission to Meetings) Act 1960, Members to resolve whether to exclude members of the public from all or part of the meeting.
11/23	Apologies for Absence A vote to be taken to approve any absences.

12/23	Approval of Minutes The minutes of the 6 th December 2022 to be approved.																																																																																				
13/23	Public Forum The Chairman to allow maximum of 15 Minutes for the Public to address the Council (extended on approval of the Chairman).																																																																																				
14/23	Report from Chelmsford City Council Cllr Poulter to report.																																																																																				
15/23	20's Plenty The Clerk to report.																																																																																				
16/23	Affordable Housing The Clerk to report.																																																																																				
17/23	Policies & Procedures The following policies to be re-adopted: • Co-option Policy • Freedom of Information Policy • Vexatious Policy • Training & Development Policy • Risk Assessment – All Areas																																																																																				
18/23	Finance Members to approve / note the following payments: NUMBER ONE ACCOUNT <table><tr><th>Date</th><th>Payee</th><th>Budget</th><th>£</th></tr><tr><td>30/11/2022</td><td>Eon</td><td>Amenities</td><td>£68.30</td></tr><tr><td>01/12/2022</td><td>Four Seasons Gardening</td><td>Gardening</td><td>£513.50</td></tr><tr><td>01/12/2022</td><td>Ahead4 Ltd</td><td>Information Technology</td><td>£18.00</td></tr><tr><td>01/12/2022</td><td>Ahead4 Ltd</td><td>Information Technology</td><td>£80.21</td></tr><tr><td>01/12/2022</td><td>White Elm</td><td>Parish Office</td><td>£300.00</td></tr><tr><td>06/12/2022</td><td>S-Type Security</td><td>Amenities</td><td>£252.00</td></tr><tr><td>06/12/2022</td><td>Bicknacre Memorial Village Hall</td><td>Admin</td><td>£57.50</td></tr><tr><td>06/12/2022</td><td>Top To Toe</td><td>Maintenance</td><td>£430.00</td></tr><tr><td>06/12/2022</td><td>Phoebe Brett</td><td>Admin</td><td>£65.00</td></tr><tr><td>06/12/2022</td><td>James Wright</td><td>Hooe Trails</td><td>£600.00</td></tr><tr><td>06/12/2022</td><td>Essex Digital Copiers</td><td>Photocopier Lease</td><td>£720.00</td></tr><tr><td>13/12/2022</td><td>Eon</td><td>Amenities</td><td>£335.20</td></tr><tr><td>16/12/2022</td><td>Bicknacre Memorial Village Hall</td><td>Admin</td><td>£30.00</td></tr><tr><td>19/12/2022</td><td>Four Seasons Gardening</td><td>Gardening</td><td>£513.50</td></tr><tr><td>31/12/2022</td><td>Unity Trust Bank</td><td>Bank Charges</td><td>£27.75</td></tr><tr><td>20/12/2022</td><td>Salaries</td><td>Staff</td><td>£1,171.37</td></tr><tr><td>03/01/2023</td><td>Ahead4 Ltd</td><td>Information Technology</td><td>£30.00</td></tr><tr><td>03/01/2023</td><td>Ahead4 Ltd</td><td>Information Technology</td><td>£80.21</td></tr><tr><td>04/01/2023</td><td>White Elm</td><td>Parish Office</td><td>£300.00</td></tr><tr><td>04/01/2023</td><td>White Elm</td><td>Parish Office</td><td>£70.30</td></tr></table> VAT on the transactions above totals £227.67	Date	Payee	Budget	£	30/11/2022	Eon	Amenities	£68.30	01/12/2022	Four Seasons Gardening	Gardening	£513.50	01/12/2022	Ahead4 Ltd	Information Technology	£18.00	01/12/2022	Ahead4 Ltd	Information Technology	£80.21	01/12/2022	White Elm	Parish Office	£300.00	06/12/2022	S-Type Security	Amenities	£252.00	06/12/2022	Bicknacre Memorial Village Hall	Admin	£57.50	06/12/2022	Top To Toe	Maintenance	£430.00	06/12/2022	Phoebe Brett	Admin	£65.00	06/12/2022	James Wright	Hooe Trails	£600.00	06/12/2022	Essex Digital Copiers	Photocopier Lease	£720.00	13/12/2022	Eon	Amenities	£335.20	16/12/2022	Bicknacre Memorial Village Hall	Admin	£30.00	19/12/2022	Four Seasons Gardening	Gardening	£513.50	31/12/2022	Unity Trust Bank	Bank Charges	£27.75	20/12/2022	Salaries	Staff	£1,171.37	03/01/2023	Ahead4 Ltd	Information Technology	£30.00	03/01/2023	Ahead4 Ltd	Information Technology	£80.21	04/01/2023	White Elm	Parish Office	£300.00	04/01/2023	White Elm	Parish Office	£70.30
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19/23	Friends of Priory Fields Cllr Shay to report.																
20/23	Priory Field Car-Park Clerk to report progress erecting fence.																
21/23	Events - Cllr Amos to report. - Members to discuss / agree arrangements for tree planting in acknowledgement of many years' service given by Ex-Councillor June Saltmarsh.																
22/23	Planning The following application to be considered and comments agreed: T2 Oak - located in the garden of 29 Peartree Lane- 2.5 - 3m Crown reduction to previous pruning points and removal of dead wood as necessary. Reason: Management of tree in rear garden to safeguard to future life of the tree. T1 Oak- located in field on the boundary of 29 & 31 Peartree Lane- 2 - 2.5 m crown reduction to previous pruning points and removal of dead wood as necessary. Reason: Management of tree at the boundary of both gardens to safeguard to future life of the tree. 29 Peartree Lane Bicknacre Chelmsford Essex CM3 4LS Ref. No: 22/05227/TPO																
23/23	Correspondence from Residents Communication received from residents to be discussed and responses agreed pertaining to: - Woodham Ferrers Christmas Lights - Precept 2022-24																
24/23	The Hooe The Clerk to report on the re-siting of a gas governor. The Clerk to report progress with regard to clearing and moving the container.																
25/23	Leighams Common The Clerk to report progress regarding a notice of an application for registration of a person in adverse possession received.																
26/23	Woodham Ferrers Village Hall The clerk to report.																
27/23	Communication with Parishioners Cllr Walton to report.																
28/23	Councillors Invited to Share Any Other Business – NO RESOLUTIONS Members invited to share any other business.																

Under the Public Bodies (Admission to Meetings) Act 1960, Members to resolve to exclude the public and press from the following item.

29/23	Staffing Members to agree staff contracts
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