



## The Minutes of the Parish Council Meeting incorporating the Finance and General Purposes Committee

The Council met at 7.30 pm on **Monday 5<sup>th</sup> August 2019** in The Parish Hall, 19 Maldon Road, Great Baddow, Chelmsford, Essex, CM2 7DW.

Councillor V Chiswell chaired the meeting.

Present: Councillors V Chiswell, J Sosin, A Sosin, V Sadowsky, K Ronaldson, D Ronaldson, K Liley, B Kilvington, E Ball and P Sadowsky

In Attendance: The Clerk of the Council

### **272/19 Public Announcements**

Cllr V Chiswell remembered Bryan Cogger who had passed away recently and acknowledged his contribution to the Council.

### **273/19 Apologies for Absence**

Apologies were received and approved for Cllrs C Shaw and S Young.

### **274/19 Declaration of Interests**

There were no declarations of Disclosable Pecuniary Interests, Other Pecuniary Interests or Registered Non Pecuniary Interests.

### **275/19 Minutes of the Council Meeting – 8<sup>th</sup> July 2019**

The minutes of the Council meeting held on 8<sup>th</sup> July 2019 were signed as a true statement. Proposed by Cllr V Chiswell and seconded by Cllr J Sosin.

### **276/19 Councillor Vacancy**

It was agreed that the Clerk would again put up the poster for a co-opted Councillor. The closing date for this will be the 26<sup>th</sup> August 2019 and the vacancy will be decided upon ~~on~~ at the 9<sup>th</sup> September Council meeting.

### **277/19 Public Question Time**

There were no members of the public.

### **278/19 Clerk's Report**

1. **Bowls Club Leases** – The Clerk has been in touch with the solicitor and the Bowls Club still have the lease. The Clerk will chase this again.
2. **The Bringey** – The area in question was looked at by Cllr Liley. The Council have also received information from Essex Highways that some works are taking place in the same area. The area will be relooked at once all works have been completed.

VC

3. **Mental Health training** – The Clerk advised that this will take place on 10<sup>th</sup> September and that all staff are required to attend, and councilors are invited. The Clerk will now offer extra places to suggested outside agencies.
4. **Cllr Bentley Surgeries** – The Clerk contacted Cllr Bentley's PA and she advised that the surgeries needed to be pre booked via the Parish Council's County Councillor. They last for 20 mins at a time and there are two sessions each time. However, Cllr Bentley was booked up until 15th October.

**279/19 Correspondence**

None

**280/19 Minutes of the Planning Committee 15<sup>th</sup> July 2019**

The reports of the Planning Committee of 15<sup>th</sup> July 2019 were presented to the Council by Cllr A Sosin and signed as a true statement by Cllr V Chiswell.

**281/19 Minutes of the Organisation, Methods & Personnel Committee 15<sup>th</sup> July 2019**

The report of the Organisation, Methods and General Purposes Committee of 15<sup>th</sup> July 2019 was presented to the Council by Cllr V Chiswell, proposed by Cllr V Chiswell, and seconded by Cllr D Ronaldson.

**282/19 Financial Transactions**

1. There were no amendments to the Expenditure for June 2019
2. The Income up to end of July 2019 is **£36,324.48** (£34,871.93 Net)
3. The Expenditure up to the end of July is **£59,048.37** (£54,059.68 Net)

The above items were proposed for acceptance by Cllr V Chiswell, seconded by Cllr D Ronaldson and were agreed unanimously.

The following payments were issued to cover expenditure of over £500.

<b>Date</b>	<b>Number</b>	<b>PAYEE</b>	<b>Amount</b>	<b>VAT</b>	<b>TOTAL</b>
29/07/2019	BACS8	Elm Horticulture Ltd – maintenance contracts & Toddler playground surface	£16,760.00	£3,352.00	£20,112.00
29/07/2019	BACS9	Essex & Anglia Preserve – Woodworm removal	£480.00	£96.00	£576.00
29/07/2019	BACS10	Glasdon – new Bin and seats	£817.56	£163.51	£981.07

VC

29/07/2019	BACS15	Team Kinetix – Playscheme activity	£500.00	£100.00	£600.00
29/07/2019	BACS19	Wave Anglia – Sewage Bowls Club	£568.11	£0.00	£568.11
29/07/2019	BACS20	Wickford Flooring – Grounds office flooring	£1,303.33	£260.67	£1,564.00
31/07/2019	BACS01	L J Hall Digging – grave digging	£1,580.00	£0.00	£1,580.00
31/07/2019	BACS3	PHS Group-Hand dryers Grounds	£440.46	£88.09	£528.55
31/07/2019	BACS2	Baker Ross – playscheme items	£525.84	£105.17	£631.01
31/07/2019	BACS4	NBB – Picnic Tables	£1,449.00	£289.80	£1,738.80
31/07/2019	BACS8	Wave – Water Bowling Club	£1,344.02	£0.00	£1,344.02

### 283/19 Financial Review

The Clerk circulated a copy of the summary income and expenditure and reported that to 31<sup>st</sup> July 2019, the total expenditure stands at 42% and the total income at 46.5% of budget. The Clerk pointed out again that the expenditure seemed high as the cemetery works had now all been paid. This was agreed.

### 284/19 GBENA Fun Day

A discussion was had over the list that GBENA gave the council. It was agreed that the Clerk would ask GBENA for a breakdown of the actual cost of the individual items that have still not been paid for. It was agreed that the council would be happy to spend roughly £250 and that the decision as to what the council pays for was delegated to the Clerk and the Chairman of the Parish Council This was proposed by Cllr D Ronaldson, seconded by Cllr J Sosin. Ten councillors agreed one abstained.

### 285/19 Cemetery

Cllr Kilvington advised that the contractors would be back end of September he then went on to talk through the proposal for the parking area in the allotment site. At a cost of £3,800, Elm Horticulture will lay type one to cover the area. This was proposed by Cllr B Kilvington, seconded by Cllr K Liley and agreed unanimously

VC

### 286/19 Matters for Information

- Cllr D Ronaldson asked for the Clerk to write to Alex Dowsett congratulating him on his achievements in the Tour de France, Classic Surrey to London Race and National Time Trials.
- Cllr K Ronaldson advised that he had emailed Essex Highways re a 30 mph sign in The Chase this has now been mended.
- Cllr K Ronaldson advised that a resident had advised him that they had received a fine for parking in the Vineyards. They advised that they had parked at 8am for 10 mins and then came back again at 3pm. The fine advised that the person had been parked in the carpark from 8am to 3pm. The parking issue will be raised again with Clem Dobson on Thursday 8<sup>th</sup> August when the councillors meet them.
- Cllr P Sadowsky advised that he had attended two further taskforce meetings for the army and navy and the next meeting is on the 28<sup>th</sup> Aug. He will then be able to give the council a clearer update.
- Cllr V Sadowsky suggested that in the future we look at Dementia Friends training.
- Cllr V Chiswell advised that the signs at the ponds in Noakes Place needed looking at as they were no longer fit for purpose. The Clerk will investigate this.
- Cllr V Chiswell asked where the back of the youth shelter was and that there were some anti-social scratching<sup>s</sup> in the panels. The Clerk will have the Grounds Supervisor look at this and see if anything can be done to get rid of the comments and pictures. *V*
- The Clerk advised that in order for the office and behind the stage to have a new flooring the old tiles needed to come up. In order to do this an asbestos company will need to come and remove them. This had been arranged for Tuesday and Wednesday this week at a cost of £2000, since the hall was closed to hirers as the stage flooring was being refitted. This was proposed by Cllr V Chiswell and seconded by Cllr D Ronaldson and agreed unanimously.

287/193  
288/193

NO MATTER.

### 289/19 Private and Confidential

It was resolved that the meeting would be closed to the public and press under the Public Bodies (Admission to Meetings) Act 1960 by reason of the confidential nature of the business to be transacted in the following items. Proposed by Cllr V Chiswell and seconded by Cllr J Sosin. This was agreed unanimously.

### 290/19 Staffing Update

The Clerk informed the meeting that Mrs Ginette Phillips commenced her role as Assistant Clerk and was fitting in really well. The Clerk thanked Roger Harman the Administrative Officer for all his hard work over the past few months having taken on the cemetery work during the period the office was between staff. There were still a few issues with the Ground Staff and this was being addressed.

There being no other business, the meeting was closed at 9.12 pm

Signed *V. Chiswell* Chairman *9.9.19* Date