

Minutes of Layer de la Haye Parish Council meeting held on Monday 14th May 2018 at 8.00 P.M in Layer de la Haye Village Hall

- Present:** Cllr Brian Turner (Chairman), Cllr Ian Moore (Vice-Chairman), Cllr Peter Bunting, Cllr Clive Chambers, Cllr Anne Hughes, Cllrs Mark Jones, Cllr Sarah Hughes, Cllr Richard Marriage & Cllr Mike Strain. The Clerk, Mr G. Walkingshaw and 7 residents.
- 18/78 Election of Chairman (sign Declaration of Acceptance of Office)**
Brian Turner resigned his position as Chairman due to working commitments.
Cllr Mark Jones was proposed by Cllr Richard Marriage & Seconded by Cllr Peter Bunting
Cllr Mark Jones was elected as chairman.
Cllr Ian Moore thanked Brian Turner for his work as Chairman on behalf of the Parish Council.
- 18/79 Welcome and apologies for absence**
Apologies received from Tim Pickard, Zone Warden.
- 18/80 Declaration of Members interests**
None
- 18/81 Election of Vice Chairman**
Cllr Ian Moore was proposed by Cllr Mike Strain & seconded by Cllr Brian Turner
Cllr Ian Moore was elected as vice chairman
- 18/82 Election of Councillors for sub-committees for the following year are as follows:**
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| Village Hall Representative | (Ian Moore & Mike Strain, Anne Hughes) |
| Heatherfields Representative | (Mike Strain & Ian Moore) |
| Sports Association & Allotments | (Anne Hughes, Ian Moore & Mike Strain) |
| Colchester Association of Local Councils | (Mark Jones) |
| Finance – RFO Position | (Richard Marriage) |
| Emergency Planning | (Clive Chambers) |
| Essex Wildlife Trust | (Anne Hughes & Sarah Hughes) |
| Transport Representative | (Mike Strain) |
| Abberton Public Rights of Way Committee | (Peter Bunting) |
- 18/83 To review the effectiveness of the system of internal control** – to be held over till next meeting.
- 18/84 To review Standing Orders**
Proposed: Cllr Anne Hughes Seconded: Cllr Richard Marriage
The Standing Orders were reviewed and adopted on 14th May 2018.
- 18/85 To review Financial Regulations**
Proposed: Cllr Anne Hughes Seconded: Cllr Richard Marriage
The Financial Regulations were reviewed and adopted on 14th May 2018.
- 18/86 To adopt Financial Risk Assessment**
Proposed: Cllr Anne Hughes Seconded: Cllr Richard Marriage
The Financial Risk Assessment was reviewed and adopted on 14th May 2018.
- 18/87 Public Open Forum (Maximum 15 minutes)**
None
- 18/88 To approve the minutes of the last meeting**
The minutes of the meeting dated 9th April 2018 were approved.
Minutes signed by the Chairman

18/89 County Councillor and Borough Councillors Reports

None

18/90 Zone Warden's Report

The Zone Warden was unable to attend but sent an e mail to report that dog fouling signs were to go up on the green at Old Forge Road after complaints of dog fouling & a fly tipping was witnessed at Layer Road, Abberton, by a Police Officer, which the Zone Warden will be prosecuting based on the Officer's statement.

18/91 Clerk's Report

The clerk reported that the Government has amended the General Data Protection Regulation requiring all Parish Council's to have a Data Protection Officer. The amended bill, which has been accepted exempts Parish Council's from requiring a Data Protection Officer.

The clerk further reported that a cycle race - Abberton Road Race – will take place on Sunday 3rd June 2018 starting at 09.00 a.m. and finishing at 11.15 a.m. The race will cover 7 laps of the Reservoir Circuit (49 miles) & will be policed & marshalled. The race is being organised by Colchester Rovers Cycling Club.

18/92 Finance

92.1 Statement of accounts for April were circulated.

92.2 The following payments were approved in accordance with the 2018/2019 Budget as follows:

British Telecom	£76.92
S. Priestland	£45.00
G. Walkingshaw – Mileage	£4.50
G. Walkingshaw – Salary	£360.80
Zurich Municipal	£840.88
CBC Street Lights	£98.69
EALC/NALC Affiliation Fees	£437.43
CALC Subscriptions	£35.00
Playquip Leisure	£940.20
Cartridge Save Ltd	£198.26
Clive Chambers (Ditch work)	£200.00
HMRC (PAYE)	£353.80
Total	<u>£3,591.48</u>

18/93 Planning/Housing

93.1 Applications for discussion at meeting

180896 – Chestnut Farm, Abberton Road – Application to vary condition 2 of planning permission 180042 – **Comments:** No Objections

93.2 Planning Applications – Observations conveyed under delegated authority since last meeting

93.3 Planning Applications – Decisions received from since last meeting

18/94 CCTV Policy

To adopt amended CCTV Policy

New CCTV Policy adopted on 14/05/18.

Agreed by all

18/95 World War 1 – 100th Anniversary (Sunday 11th November 2018)

Latest ideas for World War 1 Anniversary event include: making airfix models, making gong soup, memorabilia exhibition, making a battlefield (scouts), bell ringing, beacon lighting & the last post at the memorial cross.

It was proposed that £250.00 be made available for the event, proposed by Cllr Richard Marriage & seconded by Cllr Brian Turner.

Agreed by all.

18/96 Local Plan

A meeting is to be scheduled with the landowners but no date confirmed at present.

18/97 Footpaths

Footpath 7 – Fields Farm Road – resident suggests he has permission to use footpath from the owner of the land for vehicular access.

Footpath 1 – Chest Woods – resident asked about flowing water on path, asking if something could be done to prevent this. Land does not belong to the Parish Council but to the Round Estate, Parish Clerk to contact Strutt & Parker (Mr Cole) & Chairman Mark Jones will draft a letter for Strutt & Parker.

Footpath – between High Road (Les Bois) and the Folley. Private signs have been erected around the field. Ditch at side used to be 3 feet in depth, now completely filled in causing issues with flooding on footpath. Parish Council will raise issue with footpath with Tollgate Partnership as part of development of the Folley.

Dog fouling along this route occurs frequently – Parish Clerk to contact Zone Warden to enquire about the budget for dog bins along this route.

Swallow Close resident complained about roots in tree surfacing in her garden near her garage. Cllr Brian Turner viewed it but couldn't see any problems. Appears roots are from neighbouring property which is private land and not something the Parish Council could get involved in. Cllr Brian Turner will contact the resident.

18/98 Insurance 2018/2019

To discuss accepting Insurance Renewal from Zurich Municipal for 2018/2019 at £840.88
Agreed by all.

18/99 Training/Events

99.1 Reports on attended events

99.2 Nominations for new events

Parish Clerk to find courses for new councillors - Sarah Hughes & Clive Chambers.

18/100 Information Exchange/Items for next agenda

Cllr Clive Chambers reported materials left behind after a tree fell on to cables. Anglian Water believed to be contacting landowner.

Cllr Ian Moore reported Flytipping in Layer de la Haye.

Cllr Brian Turner reported that Abberton Manor would like to offer a new bus service for people to Sainsbury's. The Parish Council agreed this would be a good idea but that it would need to be a regular commitment.

Cllr Richard Marriage reported that nothing had been done in relation to double yellow lines in Layer de la Haye and suggested working with other Parish Council's with same problem.

Cllr Anne Hughes asked for the Allotments at Heather Close to be added to the next agenda.

Cllr Sarah Hughes reported a resident had complained about the number of aircraft flying over the reservoir. Chairman Mark Jones suggested if it was possible to identify the individual aircraft then we could contact the owner. However, it was noted that the aircraft are not doing anything that is illegal.

Chairman Mark Jones reported that no work has yet been done on 84a High Road, Layer de la Haye despite an enforcement noticed being due from the Borough Council.

Chairman Mark Jones reported further that Lower End had demolished garage and shed and replaced with similar buildings, however, one of these was now being used for accommodation. Parish clerk to contact planning at Colchester borough council to ensure permission has been granted for this.

18/101 To confirm date and time of next meeting

Date of next meeting Monday 11th June 2018 at 8.00 p.m.

The Meeting Closed at 8.58 p.m.

Part Two Agenda Items

Matters taken in the absence of Press and Public (Public (Admissions to Meetings) Act 1960) as the item contains exempt information as defined by the Local Government Act 1972 Sch. 12a Pt (1).

18/102 Changes to Parish Clerk Contract

It was agreed that the Parish Clerk salary should increase from SCP 23 to SCP 25 in recognition of the Clerk having completed the CiLCA Qualification and having had an annual review with Chairman Brian Turner.

Signed.....

Chairman

Date.....