

Layer de la Haye Parish Council

To: All Councillors

You are hereby summoned to attend a meeting of Layer de la Haye Parish Council at the village hall at 8:00 p.m. on Monday, 13th May 2019 for the purpose of transacting the following business:

Grahame Walkingshaw

Grahame Walkingshaw, Parish Clerk for Layer de la Haye
80 Chapel Road, West Bergholt, Essex, CO6 3HL
Telephone Number: 01206 240 772 E-mail: layerpc@gmail.com

AGENDA

- 19/70 Election of Chairman (sign Declaration of Acceptance of Office)**
- 19/71 Welcome and apologies for absence**
- 19/72 Declaration of Members interests**
- 19/73 Election of Vice Chairman**
- 19/74 Election of Councillors for sub-committees, current committees as follows:**
- | | |
|--|--|
| 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) |
- 19/75 To review the effectiveness of the system of internal control**
Internal Audit Report 2019
- 19/76 To review Standing Orders**
- 19/77 To review Financial Regulations**
- Financial Regulation July 2018**
- Amendment from:**
- When it is to enter into a contract of less than **£2,000** in value for the supply of goods or materials or for the execution of works or specialist services other than such goods, materials, works or specialist services as are excepted as set out in paragraph (a) the Clerk or RFO shall obtain 3 quotations (priced descriptions of the proposed supply); where the value is below **£4,000** and above **£100** the Clerk or RFO shall strive to obtain 3 estimates. Otherwise, Regulation 10.3 above shall apply.

Amendment to Paragraph 11.1 (h):

When it is to enter into a contract of less than £60,000 in value for the supply of goods or materials or for the execution of works or specialist services other than such goods, materials, works or specialist services as are excepted as set out in paragraph (a) the Clerk or RFO shall obtain 3 quotations (priced descriptions of the proposed supply); where the value is below £60,000 and above £500 the Clerk or RFO shall strive to obtain 3 estimates. Otherwise, Regulation 10.3 above shall apply.

Amendment recommended by Ian Stobart (Internal Audit Report 2019)

- 19/78 **To adopt Financial Risk Assessment**
- 19/79 **Certificate of exemption (AGAR) form to be signed at meeting.**
- 19/80 **Public Open Forum** (Maximum 15 minutes)
- 19/81 **To approve the minutes of the last meeting** (8th April 2019)
- 19/82 **County Councillor and Borough Councillors Reports**
(Kevin Bentley, Andrew Ellis, Jackie Mclean)
- 19/83 **Zone Warden's Report**
- 19/84 **Clerk's Report**
British Cycling Regional Championships: 2nd June 2019 9 a.m. to 4.30 p.m.
Layer Colts Training – Tuesday U8's, Wednesday U15 Girls, U10's, U12's U9's
Thursday U12 Girls, Friday U10's, U14 Girls
- 19/85 **Finance**
- 85.1 Statement of accounts for April (Richard Marriage)
- 85.2 To approve payments in accordance with the 2019/2020 Budget
- 85.3 To review and accept the budget figures for 2019/2020
- 19/86 **Planning/Housing**
- 86.1 Applications for discussion at meeting
- 86.2 Planning Applications – Observations conveyed under delegated authority since last meeting
190974 – 16 Hawfinch Road, Layer de la Haye, CO2 0LN – To erect a 1.8 metre wooden paneled fence with a gate, concrete posts and gravel boards, along the depth of the back garden, the back garden is situated on Great House Farm road, the front of the house is on Hawfinch Road, the fence will be adjacent to ..
- Comments:**
"The Parish Council is aware that there has been a long-running issue about this boundary fence. We assume this planning application is in response to discussions with CBC Planners and therefore reflects an agreed solution between the parties. However, the Parish Council would like these points to be noted:

- we presume the completed fence height, including any gravel boards or similar, is intended to be 1.8m/6'; there is no elevation drawing of the fence to indicate its composition
- the drawing and application shows the fence line as 20" from the public footpath edge but it should be noted that the current temporary fence is approximately 36" or more from the public footpath edge
- the recently planted leylandii hedge will presumably remain. It will probably spread outwards and grow indefinitely unless trimmed. So, in order to avoid future issues about this boundary the Parish Council suggests that CBC Planners make it clear in their response to the application how tall and wide this hedge can grow, given its position adjacent to the public footpath"

191002 – 11 Waterworks Close, Layer de la Haye, CO2 0EP – single storey flat roof extension to rear

Comments:

86.3 Planning Applications – Decisions received from since last meeting

- 19/87 Local Plan**
Latest Update
- 19/88 Insurance 2019/2020**
To discuss accepting Insurance Renewal from Zurich Municipal for 2019/2020 at £885.15
- 19/89 Heatherfields**
To discuss signage
- 19/90 Village Hall Car Park**
To discuss latest updates and responses
- 19/91 Layer de la Haye 5 Mile Race 2019**
To discuss donation from Layer 5 towards refurbishment of tennis courts & dates for next year's event (5th April 2020)
- 19/92 Community Speed Watch**
To discuss use of cameras for community speed watch & to discuss speed monitoring strips
- 19/93 Training/Events**
- 93.1 Reports on attended events
- 93.2 Nominations for new events
- 19/94 Information Exchange/Items for next agenda**
- 19/95 To confirm date and time of next meeting**
Date of next meeting Monday 10th June 2019 at 8.00 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).

- 19/96 Tenders, Proposals & Negotiations**