

**MINUTES OF THE ANNUAL GENERAL MEETING OF  
GOOD EASTER PARISH COUNCIL  
HELD ON THURSDAY 19<sup>TH</sup> MAY 2016 AT 7.00PM  
IN THE VILLAGE HALL**

**PRESENT:-** Cllr. Alan Hall Chairman  
Cllr. Jim Willsher  
Cllr. Guy Pitt  
Cllr. Graham Seeley

**IN ATTENDANCE:** Mrs Lorraine Green Clerk  
2 Parishioners  
ECC Cllr. John Aldridge  
CCC Mrs Nicolette Chambers

The Chairman welcomed everyone to the meeting.

		<b>Action</b>
<b>1.</b>	<p><b>ELECTION OF CHAIRMAN, VICE CHAIRMAN, RESPONSIBLE FINANCIAL OFFICER, EALC REPRESENTATIVE, FOOTPATH REPRESENTATIVE AND TREE WARDEN.</b></p> <p>Cllr. Willsher proposed Cllr. Hall as Chairman, which was seconded by Cllr. Seeley. Cllr. Hall was elected without opposition. The Declaration of Acceptance of Office form was duly completed and signed.</p> <p>Cllr. Hall proposed Cllr. Bailey as Vice-Chairman, which was seconded by Cllr. Pitt. Cllr. Bailey was elected without opposition. The Declaration of Acceptance of Office form was duly completed and signed.</p> <p>Cllr. Hall proposed Cllr. Larsen as Responsible Financial Officer which was seconded by Cllr. Seeley.</p> <p>Cllr. Seeley offered to be EALC Representative. Proposed by Cllr. Hall and seconded by Cllr. Willsher.</p> <p>Cllr. Hall reported that the Parish Council no longer have a Footpath Representative or Tree Warden.</p>	
<b>2.</b>	<p><b>ESSEX COUNTY COUNCILLOR REPORT.</b></p> <p>Cllr. Aldridge advised that he is now Chairman of ECC. He stated that it is important to a lot of people and he finds it an honour and privilege to serve. He advised that he would not be able to attend all meetings in future due to his new position. It was agreed that Cllr. Aldridge would send reports to the Clerk or Chairman in his absence.</p> <p>Army and Navy flyover will now work according to traffic demand. It is being monitored and if new system works it will remain.</p> <p>ECC are currently looking at increasing fares on bus services currently being subsidised by ECC which are scheduled services by commercial companies.</p> <p>A meeting had been held with the Police District Commander. Things have changed i.e. resources, finance etc. There is now one Inspector in charge of the area, 2 Sergeants, 10 Police Constables, 10 Specials and some PCSO and people who deal with anti-social behaviour. The newly elected Crime Commissioner is looking to recruit more Specials who have full powers which PCSO's do not have. They are only obliged to work 16 hours a month. ECC Cllr. Aldridge to arrange another meeting with Police and the Chairman agreed that Good Easter would attend.</p> <p>Cllr. Aldridge reported that Writtle Post Office Consultation is taking place as the move to the petrol station failed. The Post Office is looking to move to the Co-op where there is adequate parking and will be available normal working hours.</p>	<p><b>JA</b></p> <p><b>JA</b></p>

	<p>The Community Initiative Fund has been launched again and now is the time to apply for grants.</p> <p>The Chairman enquired who will insure and maintain the new bus shelter at Margaret Roding which is on Good Easter's boundary. It is within the parish of Good Easter but Cllr. Barker from Margaret Roding initiated it. Cllr. Aldridge advised that if ECC installed it, it is their responsibility to insure and maintain.</p>	
<b>3.</b>	<p><b>CHELMSFORD CITY COUNCILLOR REPORT.</b></p> <p>Cllr. Chambers reported that the shop was re-opening in Roxwell as well as the Post Office. There will be a restaurant/café at the back of the shop. The Post Office has been in the Reading Room in Roxwell.</p> <p>Cllr. Chambers reported that the Services Rights Agreement has now been agreed regarding the Public Rights of Way in the Borough.</p> <p>City Life is about to be published.</p> <p>The Older Person Information Day was held on 13<sup>th</sup> May. There had been 300 attendees at The Cathedral where the residents were given lunch and information.</p> <p>The Christmas lights were being looked at as they were now out of date and having to be repaired. New lights will be introduced this Christmas.</p> <p>The Council continue to get good revenue from the council rooms. The University will be using rooms for exams. John Lewis are using one of the rooms to train and interview.</p> <p>In September the We Are Chelmsford event is being held. This will be a fortnight of events in the High Street.</p> <p>Cllr. Chambers advised that she has been given back her old portfolio as Member of Corporate Services. She advised that ICT was being looked at. New systems are being introduced and will be implemented over the next three years.</p> <p>An open air cinema will be held on 13<sup>th</sup> and 14<sup>th</sup> September at 6pm in Hylands Park.</p>	
<b>4.</b>	<p><b>DEMOCRATIC TIME.</b></p> <p>Cllr. Chambers reported that a fence has been put across the boundary of the footpath next to her house. She has always maintained the trees but cannot do so anymore as she cannot get a tractor down there. Cllr. Chambers advised that there had been no planning submitted for the site and she was concerned about the fence. Cllr. Chambers to speak to Mr Upton. The Parish Council supported Cllr. Chambers.</p>	<b>NC</b>
<b>5.</b>	<p><b>APOLOGIES FOR ABSENCE.</b></p> <p>Cllrs Maurice Bailey, Jill Larsen and Sharon West sent their apologies.</p>	
<b>6.</b>	<p><b>TO APPROVE MINUTES OF THE MEETINGS HELD ON 24<sup>TH</sup> MARCH 2016 &amp; 12<sup>TH</sup> APRIL 2016.</b></p> <p>The Minutes of the Meeting held on 24<sup>th</sup> March 2016 and Extra Ordinary Meeting held on 12<sup>th</sup> April 2016 were taken as read and the Chairman was authorised to sign them.</p>	
<b>7.</b>	<p><b>DECLARATION OF INTERESTS.</b></p> <p>Cllr. Seeley reported that he no longer has any interests as he has stood down from the Sportsfield Committee. Cllr. Willsher advised he is on the Sportsfield Committee.</p>	
<b>8.</b>	<p><b>MATTERS ARISING NOT ON THIS AGENDA.</b></p> <p>The Chairman had spoken to Barclays regarding the change of signatories on the bank mandate. Although he had taken all the paperwork to Great Dunmow branch the papers have been lost. Chairman has to go in again and reconstitute everything.</p> <p>Cllr. Seeley referred to the Extra Ordinary Meeting that was held on 12<sup>th</sup> April 2016 and reported</p>	<b>AH</b>

	<p>that proxies are not permitted at a meeting. Cllrs have to have heard the debate before they can vote. So therefore the decision made does not stand. He advised he has no pecuniary interest so does not have to give a declaration. The Chairman advised that he has a casting vote so it still would have been the same decision. The Chairman advised the S106 Agreements have been received.</p> <p>Due to the Transparency Code the Chairman had purchased a laptop and scanner. He was now awaiting a meeting with the computer agent to get it set up and then will decide who is going to use it.</p> <p>The Chairman reported that the Shopper Bus SP51 had made copious errors in their figures. It has therefore been agreed to keep the bus but it will be reviewed again in November 2017. Cllr. Seeley suggested keeping a diary of who uses the bus every week. The Chairman had invited Robert Richardson, Area Review Analyst at ECC, to come to the next Parish Council meeting but he advised the figures would not be ready by that date so the Chairman has invited him to the November meeting. Clerk put him on the Agenda.</p>	<p><b>AH</b></p> <p><b>AH</b></p> <p><b>CLERK/ AH</b></p>																											
<p><b>8.</b></p>	<p><b>FINANCE.</b></p> <p><b>a) Payments.</b></p> <p>The following payments were approved by the Parish Council:-</p> <table border="0"> <tr> <td>£180.00</td> <td>Mrs L.J. Green</td> <td>Salary for April</td> </tr> <tr> <td>£ 45.00</td> <td>HM Revenue &amp; Customs</td> <td>PAYE &amp; NI April</td> </tr> <tr> <td>£573.74</td> <td>Zurich Municipal</td> <td>Insurance Premium</td> </tr> <tr> <td>£585.00</td> <td>Mr A Hall</td> <td>Laptop &amp; Scanner</td> </tr> <tr> <td>£139.08</td> <td>EALC</td> <td>Annual Subscription</td> </tr> <tr> <td>£48.99</td> <td>Mrs L.J. Green</td> <td>Expenses</td> </tr> <tr> <td>£180.00</td> <td>Mrs L.J. Green</td> <td>Salary for May</td> </tr> <tr> <td>£ 45.00</td> <td>HM Revenue &amp; Customs</td> <td>PAYE &amp; NI May</td> </tr> <tr> <td>£111.91</td> <td>Page Computers</td> <td>Clerk's Computer</td> </tr> </table> <p><b>b) Transfers.</b></p> <p>04.04.16 Transfer £500.00 from Business Premium to Current Account.  03.05.16 Transfer £500.00 from Current Account to Business Premium  <b>Clerk's Salary</b> – Nothing to report</p> <p><b>c) Approval of Accounts for 2015/16 including Approval of Annual Return and Statement of Assurance for Accounts 2015/16</b> - The relevant documents were signed. The Chairman advised that the documents would now be forwarded to the Internal Auditor. Cllr. Seeley refused to accept the accounts as the administration was not broken down enough in detail. The Chairman stated that a full break down of all expenditure was always minuted.. Cllr. Seeley asked what percentages were for grass cutting. The Chairman advised that 27% is for the village and the rest is for the Sportsfield.</p> <p><b>d) Audit of Accounts for 2015/16</b> – The notice advertising the audit had been put on the noticeboard. All documentation to be returned to PKF Littlejohn by 13<sup>th</sup> June 2016. It was agreed the Clerk should ask for an extension of time due to the computer failure.</p> <p><b>e) Insurance Renewal</b> – The Chairman advised that the premium to Zurich Municipal this year was £573.74.</p> <p>VAT refund amounting to £35.62 had been received.</p> <p>First half Precept amounting to £3,550.00 had been received from CCC.</p> <p>The Chairman reported that the Clerk's computer had gone wrong and needed to be replaced 8 years ago the cost of the computer had been split between Good Easter (19%), Stock (49%) and Roxwell(32%) Parish Councils. The Chairman advised that this equated to £111.91 for Good Easter and it was agreed the contribution would be paid towards the computer.</p> <p>A letter of thanks had been received from Good Easter PCC for the cheque on 13<sup>th</sup> April for the</p>	£180.00	Mrs L.J. Green	Salary for April	£ 45.00	HM Revenue & Customs	PAYE & NI April	£573.74	Zurich Municipal	Insurance Premium	£585.00	Mr A Hall	Laptop & Scanner	£139.08	EALC	Annual Subscription	£48.99	Mrs L.J. Green	Expenses	£180.00	Mrs L.J. Green	Salary for May	£ 45.00	HM Revenue & Customs	PAYE & NI May	£111.91	Page Computers	Clerk's Computer	
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	grant for the churchyard maintenance.	
9.	<p><b>PLANNING.</b></p> <p><b>a) Planning Applications Received: -</b></p> <p><b>Fountains, Chelmsford Road – T1 -Horse Chestnut</b> – NE corner of property – cut back to 10m high and remove overhang to windows. Reason: danger of falling branches/chestnuts and loss of light. The Parish Council had no comments to make.</p> <p><b>Barn at Round Roblets, Bedfords Farm Road</b> – Conversion of former agricultural barns to residential dwelling and office/playroom. Demolition of existing structures and construction of new double garage. The Parish Council had no comments to make.</p> <p><b>Blandings, Clatterford End</b> – Single storey front extension &amp; front porch extension – resubmission of reference 15/01890/FUL (front extension). The Parish Council had no comments to make.</p> <p><b>Blandings, Clatterford End</b> – Proposed rear extension. The Parish Council strongly opposed. A significant increase in size. Site is overdeveloped and bearing little relationship to the original.</p> <p><b>The Willows, Farmbridge End Road</b> – Single storey side extension with roof storage. The Parish Council had no comments to make.</p> <p><b>b) Planning Results:-</b></p> <p><b>Fountains, Chelmsford Road – T1 -Horse Chestnut</b> – NE corner of property – cut back to 10m high and remove overhang to windows. Reason: danger of falling branches/chestnuts and loss of light. <b>Approved.</b></p> <p><b>Barn at Round Roblets, Bedfords Farm Road</b> – Conversion of former agricultural barns to residential dwelling and office/playroom. Demolition of existing structures and construction of new double garage. <b>Approved.</b></p> <p><b>Blandings, Clatterford End</b> – Single storey front extension &amp; front porch extension – resubmission of reference 15/01890/FUL (front extension). <b>Approved.</b></p> <p><b>Blandings, Clatterford End</b> – Proposed rear extension. <b>Approved.</b></p> <p><b>The Willows, Farmbridge End Road</b> – Single storey side extension with roof storage. <b>Approved.</b></p>	
10.	<p><b>CORRESPONDENCE.</b></p> <p>The Chairman advised that all relevant correspondence had been circulated to all Councillors.</p>	
11.	<p><b>ITEMS FOR THE NEXT AGENDA.</b></p> <p>The Chairman and Cllr. Bailey had met with Nicola Downs from the Conservation Volunteers. She had done a complete survey of the pond and had quoted £400.00 plus VAT to clear out the pond and then review it every year. The Chairman stated that if the pond was cleared out it would make a nice corner to put a bench on.</p> <p>An invitation had been received from the Mayor’s Office for members to attend the Annual Civic Service on 12<sup>th</sup> June at 3.30pm at Chelmsford Cathedral. Nobody could attend from the Parish Council.</p>	
12.	<p><b>DATE OF NEXT MEETING.</b></p> <p>The date of the next meeting is on Thursday 28<sup>th</sup> July 2016.</p> <p>The Chairman thanked everyone for attending and closed the meeting at 8.05pm.</p>	