

**MINUTES OF MEETING OF
GOOD EASTER PARISH COUNCIL
HELD ON THURSDAY 17TH MAY 2018 AT 7.00PM
IN THE VILLAGE HALL**

PRESENT:-

Cllr. Alan Hall	Chairman
Cllr. Maurice Bailey	Vice-Chairman
Cllr. Graham Seeley	
Cllr. Jim Willsher	
Cllr. Jill Larsen	
Cllr. Guy Pitt	

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

The Chairman welcomed everyone to the meeting.

		Action
1.	<p>ELECTION OF CHAIRMAN, VICE CHAIRMAN, RESPONSIBLE FINANCIAL OFFICER, REPRESENTATIVE, FOOTPATH REPRESENTATIVE, TREE WARDEN AND DATA PROTECTION OFFICER.</p> <p>Cllr. Bailey 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. Larsen. Cllr. Bailey was elected without opposition. The Declaration of Acceptance of Office form was duly completed and signed.</p> <p>Cllrs. Hall and Bailey announced that they would both be retiring at the next Election which would be next year.</p> <p>Cllr. Hall proposed Cllr. Larsen as Responsible Financial Officer which was seconded by Cllr. Willsher.</p> <p>Cllr. Hall reported that the Parish Council no longer have a Footpath Representative or Tree Warden and it was not worth having an EALC representative.</p> <p>Data Protection Officer – Cllr. Seeley agreed to take on the position if an Officer was needed in the future. The Chairman advised that there have been some changes since the last Parish Council meeting and the rules do not apply to Parish Councils at present.</p>	
2.	<p>ESSEX COUNTY COUNCILLOR REPORT.</p> <p>No report was received.</p>	
3.	<p>CHELMSFORD CITY COUNCILLOR REPORT.</p> <p>No report was received. Cllr. Seeley reported that Cllr. Yvonne Spence had been elected as Mayor at CCC last night.</p>	
4.	<p>DEMOCRATIC TIME.</p> <p>Nothing to report.</p>	
5.	<p>APOLOGIES FOR ABSENCE.</p> <p>Cllrs. Sharon West, ECC Cllr. John Aldridge and CCC Cllr. Mrs Nicolette Chambers had sent their apologies.</p>	
6.	<p>TO APPROVE MINUTES OF THE MEETING HELD ON 22ND MARCH 2018</p> <p>The Minutes of the Meeting held on 22nd March 2017 were taken as read and the Chairman was authorised to sign them.</p>	

7	<p>DECLARATION OF INTERESTS.</p> <p>Cllr. Willsher declared he was on the Sportsfield Committee and Cllr. Seeley declared he was a City Councillor.</p>																																	
8..	<p>MATTERS ARISING NOT ON THIS AGENDA.</p> <p>The Chairman reported that the village litter picking had taken place on 7th April. There had been 10 volunteers who had collected 15 bags of rubbish. Cllr. Pitt had walked down to Armour's and collected litter which included 5 vodka bottles, beer cans and canisters that people use to get high on which had all been thrown into the ditch by Ravens. Lots of stuff had been dumped the next day by Moore's garden.</p>																																	
9.	<p>FINANCE.</p> <p>a) Payments.</p> <p>The following payments were approved by the Parish Council:-</p> <table border="0"> <tr> <td>23.04.18 Chq No. 100841</td> <td>£ 187.74</td> <td>Mrs L.J. Green</td> <td>Salary for April</td> </tr> <tr> <td>23.04.18 Chq No. 100842</td> <td>£ 46.80</td> <td>HM Revenue & Customs</td> <td>PAYE & NI April</td> </tr> <tr> <td>23.04.18 Chq No. 100843</td> <td>£ 120.00</td> <td>Good Easter Village Hall</td> <td>Hire of Hall for 2017</td> </tr> <tr> <td>23.04.18 Chq No. 100844</td> <td>£ 142.33</td> <td>EALC</td> <td>Annual Subscription Renewal</td> </tr> <tr> <td>17.05.18 Chq No. 100845</td> <td>£ 547.24</td> <td>Zurich Municipal</td> <td>Annual Insurance Renewal</td> </tr> <tr> <td>17.05.18 Chq No. 100846</td> <td>£ 187.54</td> <td>Mrs L.J. Green</td> <td>Salary for May</td> </tr> <tr> <td>17.05.18 Chq No. 100847</td> <td>£ 47.00</td> <td>HM Revenue & Customs</td> <td>PAYE & NI May</td> </tr> <tr> <td>17.05.18 Chq No. 100848</td> <td>£ 56.46</td> <td>Mrs L.J. Green</td> <td>Expenses</td> </tr> </table> <p>b) Transfers.</p> <p>26.04.18 Transfer £500.00 from Business Premium Account to Current Account 17.05.18 Transfer £1,000.00 from Business Premium Account to Current Account</p> <p>c) Clerk's Salary – It was agreed that the Clerk's salary would be increased to £2,860.81 per annum or £238.40 per month, i.e an increase of £46.32 per month or £3.86 per hour which was £12.012 per hour on SCP25. This would be backdated to 1st April 2018.</p> <p>d) Approval of Accounts for 2017/18 including Approval of Annual Return, Exemption Certificate and Statement of Assurance for Accounts 2017/18 - The relevant documents were signed. The Clerk advised that the documents would now be forwarded to the Internal Auditor.</p> <p>e) Audit of Accounts for 2017/18 – The notice advertising the audit will be put on the website. An external audit did not need to be carried out this year as the Parish Council's income and expenditure did not exceed £25k. An exemption certificate needed to be completed and returned to PKF Littlejohn by 11th June 2018.</p> <p>f) Insurance Renewal – The Chairman advised that the premium to Zurich Municipal this year was £547.24. Sportsfield Committee to contribute £317.00. The Chairman reported that the premium had slightly decreased this year. The Chairman advised that this would be the last year of sharing the insurance with the Sportsfield Committee.</p> <p>1st half Precept of £3,550.00 had been received from CCC.</p> <p>CIL payment of £1,175.10 had been received which will be used to pay for the bench and base. The next payment will be used towards clearing Horse Pond. The next big expense will be the renovation of the village sign which will cost approximately £400.00.</p>	23.04.18 Chq No. 100841	£ 187.74	Mrs L.J. Green	Salary for April	23.04.18 Chq No. 100842	£ 46.80	HM Revenue & Customs	PAYE & NI April	23.04.18 Chq No. 100843	£ 120.00	Good Easter Village Hall	Hire of Hall for 2017	23.04.18 Chq No. 100844	£ 142.33	EALC	Annual Subscription Renewal	17.05.18 Chq No. 100845	£ 547.24	Zurich Municipal	Annual Insurance Renewal	17.05.18 Chq No. 100846	£ 187.54	Mrs L.J. Green	Salary for May	17.05.18 Chq No. 100847	£ 47.00	HM Revenue & Customs	PAYE & NI May	17.05.18 Chq No. 100848	£ 56.46	Mrs L.J. Green	Expenses	
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10.	<p>PLANNING.</p> <p>a) Planning Applications Received: -</p> <p>Barn at Round Roblets, Bedfords Farm Road – Conversion of existing barns into a habitable dwelling including single storey link extension, alterations to fenestration, new rooflights and two front and rear dormer windows. New garage. Parish Council had no objections, general feeling that it is a creative use for a derelict area.</p>																																	

	<p>a) Planning Results:-</p> <p>Willow Cottage, Mill Road – First floor side and rear extension, with associated roof alterations. Single storey rear extension. Approved.</p>	
11.	<p>CORRESPONDENCE.</p> <p>The Chairman advised that all relevant correspondence had been circulated to all Councillors.</p>	
12.	<p>DATA PROTECTION ACT AND ELECTION OF DATA PROTECTION OFFICER.</p> <p>The Chairman advised that the Act had gone to the Houses of Parliament for approval that Parish Councils do not have to appoint a Data Protection Officer. Cllr. Seeley stated that the Parish Council still needed to ask permission for keeping people’s records.</p>	
13.	<p>ITEMS FOR THE NEXT AGENDA.</p> <p>The Chairman advised that all Parish Cleansing dates had been booked so the village would not be getting a visit.</p> <p>The Chairman had received a letter from CCC regarding the Public Spaces Protection Order. CCC are putting in an Act preventing any advertisement on the highway without the owner’s permission. The Chairman said that this could affect the Sportsfield when they put up their fly posters. Cllr. Seeley had spoken to the Cabinet Member who advised that this will not affect the Sportsfield putting up signs on the A1060 as long as they are removed after the event. This Act does not affect Good Easter.</p>	
14.	<p>DATE OF NEXT MEETING.</p> <p>The date of the next meeting is on Thursday 19th July 2018.</p> <p>The Chairman thanked everyone for attending and closed the meeting at 7.45pm.</p> <p>Cllr. Larsen sent her apologies for the next meeting.</p>	