

LITTLE BENTLEY PARISH COUNCIL

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PARISH COUNCIL MEETING MINUTES

Held in the Village Hall on **Wednesday 03 May 2017 at 7.00pm**

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05.17.1 APOLOGIES FOR ABSENCE

Cllr A Coley
Cllr C. Guigelimi

NOTE: Deputy Chairman Phil Suarez deputises as Chairman at the request of Chairman Nigel Dyson who was present at the meeting but felt unable to chair this due to ill health.

05.17.2 PREVIOUS MINUTES AND MATTERS ARISING THEREFROM

No matters arising - previous minutes agreed and signed as true by the Chairman of this meeting - Nigel Dyson.

05.17.3 FINANCIAL AUDIT 2016/2017

This is the last year under current regulations - external auditors will be no longer required but this years audit is strict. Review of internal controls required - income and expenditure schedule was presented and discussed. Expenditure listed as £3,151.00 - consists of mainly of end of year purchases. Agreements for outstanding cheques were honoured. Financial regulations remain very tight, quarterly reconciliations were signed as correct by Nick Claydon - Councillor.

i. REVIEW EFFECTIVENESS OF THE 2016/17 INTERNAL CONTROLS

Felt to be effective by the external auditor - no concerns - Council received a robust positive review for the financial conduct in the year.

ii. APPROVAL OF ANNUAL GOVERNANCE STATEMENT

Council have fulfilled requirements. Stand in Chairman P Suarez signs these as agreed - Councillors agreed items presented unanimously.

iii. APPROVAL OF ACCOUNTS FOR 2016/17

Year in summary view given - previous years agreement was considered in line with last year's return.

Closing Balance was £2,970.00 total on both accounts - 31/03/2017

Clarification on fixed assets were sought by External Auditor - figure calculated agreed

Councillors agree approval of accounts unanimously.

12th June deadline for completed return to External auditors - signed by P Suarez and Clerk as Responsible Financial Officer respectively

10th July 2017 is set as a deadline for publication of accounts and audit to public via website and noticeboards.

Ian Dimmock was thanked for his work as Internal Auditor of Accounts.

05.17.4 PLANNING

APPLICATIONS/NOTICES REC'D AND DECISIONS MADE

- i. **RETROSPECTIVE APPLICATION - WINDOWS @ RYECROFT -**
Comments received from Councillors. Gallery informed that broadly whilst it seems unfair that this property should benefit from the improvements that are not approved when others with listed properties in the village are unable to make such improvements using the usual planning routes to application. It is however important to note that Councillors also believe that the planning laws governing listed properties are too stringent and do not allow for properties to become more energy efficient using a sympathetic alternative to single glazed wooden framed windows and doors.
- ii. **FULL PLANNING APPLICATION - MANNINGTREE ROAD -** Comments received - however, new plans have been submitted - garages moved. Clerk to look and see if new plans are available for comment and send link for comment - await feedback prior to commenting.
- iii. **DETERMINATIONS -** none received

05.17.5 FLYTIPPING & LITTER PICK

Litter pick in March - successful, good participation. Average amount collected - 20 - 24 black sacks - Fly-tipping at the dump site noted with asbestos and builders rubbish - Gallery suggests new collection point as this has occurred. Chairman asks all to consider alternative sites, although it a thought that this should be monitored for at the next pick and formulate a sensible plan on how to prevent this happening again.

Flytipping continues and residents are encouraged to report this if seen.

Litter Pick - 16th September date to be advertised in magazine August and September. Bin bags to be included this time.

05.17.6 HIGHWAYS & BYWAYS

- i. **A120 UPDATE -** no further advice on date for commencement of works - suggested that if nothing heard by next meeting then an update should be sought.
- ii. **SIGNAGE FOR CHURCH ROAD @ "BROOK BRIDGE" -** awaiting funding this financial year.
- iii. **APPLICATIONS TO CHANGE VILLAGE SPEED LIMIT BOUNDARIES**
Survey equipment - Little Bentley Village sign on Church Road, on at Rectory Road junction and the Junction with Harwich Road. Clerk to send map to ECC contact.
- iv. **TENDRING ROAD VERGES / BUSES**
Stephensons have not responded - Clerk to chase and report at next meeting.
- v. **SIGNAGE REPORTING**
Being reported as received - update provided to Gallery on process to be followed -

clarified that PC would put in application for any signage improvement /repair requests.

05.17.7 RAVENS GREEN

- i. **TRAFFIC SOLUTION** - Update and clarification on position of council who will support and put in application in for Ravens Greens residents but once again stressed that an agreement must be reached between the residents of the village before applications are made. Residents present confirmed that they would like to make an application to reduce speed limits and improve signage. It was reiterated that all residents must be in agreement. Residents meeting will be convened soon and PC once again confirmed that a representative from the Parish Council and possibly from County Council will be present. Residents present also advised that weight limits are generally ignored.

CRABTREE COTTAGE - update from Clerk on latest position.

We have received a response from the council to the effect that a visit had been made and the site would be cleared of vehicles by the 21st April, it was noted that this has not really been done and Parish Council now awaits a council response on enforcement against Mr Smith.

It has been noted that Mr Smith is planting Lleylandi in the roadside of his boundary but the problem of the view from Ravens Green Resident homes remains.

Clerk to contact ECC highways about the nuisance vehicles parked on verges and roads at the junction of the A133/Ravens Green Road

01.17.8 VILLAGE INVESTMENT FROM FUNDS

- ii. **DEFIBRILATOR** - cheque has cleared, await delivery - Councillor Dyson to talk to a colleague and qualified electrician for fitting this. Agreed that this should also be advertised in village magazine, deadline of the 10th May. Discussion about possible event and information evening/training for use as well as CPR/Basic Life Saving
- iii. **WEBSITE** - funding available and Clerk to make application for an agreed up to 8 page website.
- iv. **FIREWORKS EVENT** - agreed Budget from Parish Funds of £800.00 for purchase of fireworks. Other expenditure will come from funds raised last year. This year will see an expansion of the Guy competition.
- v. **OTHER IDEAS** - Training for Defibrillator
£40.00 agreed to give to Ravens Green for flowers around the noticeboard

05.17.9 SECTION 106 MONIES

- i) **CHURCH HALL ROOF REPAIRS** - confirmation of award, work will start soon and within budget although no firm date given at this time.
- ii) **FURTHER FUNDS AVAILABLE** - misunderstanding, not yet awarded but will be in the future.

05.17.10 COUNCILLORS/CLERK - ACTIONS TAKEN or MEETINGS ATTENDED - none attended.

05.17.11 FINANCIAL UPDATE – BANK, SIGNATORIES & PAYMENTS IN/OUT

Clerk has been added as signatory and internet banking is in the process of being set up.

05.17.12 REPORTS FROM DISTRICT/COUNTY

Electoral review results of consultation seen and public updated on Little Bentley's position in wishing to join Lawford, Manningtree and Bromleys as opposed to Great Bentley and Weeley.

Information on taxis and new legal requirement to carry disabled passengers.

05.17.13 CORRESPONDENCE - None

05.17.14 PUBLIC FORUM :

Members of the public are invited to address the Council max 3 minutes.

Firework Shrapnel- Gallery reassured again that Council will be very cautious in purchase of ordering of `fireworks. August to order - Nick Claydon reaffirmed that he is well aware of the problem and will ensure this is addressed with the next supply.

Clerk was kindly requested to send agenda further in advance please.

Rectory Road speed limit - application for 30 mph to be put in for the entire length of the road. Clerk to action and prepare application.

05.17.15 ANY OTHER BUSINESS

BT Infinity - still no service - Cabinet 1 now live, As Cabinet 5 goes live Parish Council will inform residents - question raised by Gallery about speed - Council confirmed that it cannot yet know whether County Broadband or BT will have faster speeds.

05.17.16 NEXT MEETING & CLOSE

Meeting closed 20.10

Next meeting 5 July 2017 - 7pm.