

LITTLE EASTON PARISH COUNCIL

Minutes of the meeting held on Wednesday 25th April 8.15pm in the Memorial Hall

Present: Sue Gilbert (Chairman), Rob Boulton (Vice-Chairman), Steve Oakey, Roger Board, John Willson, Jackie Deane (Clerk) and 1 member of the public.

1. **Apologies** for absence Janina Jones and Cllr Lawrence Smith (UDC). There were no declarations of interest for items on the agenda.
2. **Minutes** of the last meeting were agreed as a true record and signed by the Chairman
3. **Public Forum** – There were no matters raised.
4. **Substation** – The land next to the Almshouses has now been registered and the Clerk showed councillors a plan of where the new substation is to be located. The Clerk will attend a meeting where Trustees can advise UK Power networks on choices of screen planting and the exact location on the ground can be agreed.
5. **AGM** – Councillors were advised of the format for the election of Chairman and Vice-Chairman at the start of the meeting, followed by reports. It was agreed that maintenance and contract agreements would be reviewed at Annual Parish Council Meetings.
6. **Cricket Club** – A revised agreement to include more detail on extra fixtures was signed by the Chairman and Vice-Chairman and the Chairman will forward to the Eastons Cricket Club for their signatures. There is no formal grass cutting agreement but the current rate has been agreed for another year, to be reviewed at the next Annual Parish Council Meeting. The Clerk was asked to write to the cricket club regarding extra care in respect of the new saplings and to advise on the disposal of arisings onto the field behind the hall.
7. **Memorial Hall Fence** – It was agreed that S Gilbert should seek grant funding to mark the boundary of the car park with wooden posts.
8. **UDC New Homes Bonus Jubilee Fund** for parish councils and community groups: The Clerk was asked to obtain quotations for refurbishment of the wall, railings, gate and fencing and a new bench, and make an application for grant funding from UDC. It was agreed that the Clerk should discuss residents' requests for a new piece of play equipment and report back at the next meeting, with a view to residents applying for a community grant.
9. **Jubilee** gift for children: It was agreed, as previously budgeted for, 50 coins should be purchased by the Clerk at around £2.25 per head.
10. **Representatives' Reports** – R Board and R Boulton will work together to put up the beacon. S Gilbert will be meeting with residents regarding plans for the street party.
11. **Clerk Training** – It was agreed that the Clerk attend training on the General Power of Competence. The fee of £35 plus 2 ½ hours for the Clerk was agreed.
12. **Donation to Uttlesford CAB** – correspondence was circulated and a donation of £100 agreed.
13. **Clerk's Report** – The beacon has been registered, correspondence was received from SSE and information on the Duton Hill Fun Day, to be held on 6th May. Information was provided to CPRE for The Hundred Parishes project. Thanks were received for the donation to the Little Easton Good Companions.

14. **Planning** – No applications for consideration, no decisions made.
15. **Finance - Annual Return:** The Clerk presented a breakdown of the accounts and approval was given to the system of internal control. Accounting statements were approved and the Annual Return was completed by the Chairman. Agreement was given for K Davidson as internal auditor.
16. **Finance:** Balance at 1st April 2012 was £6,846.58. Credits due: £507.50 grass cutting refund, £288.75 training bursary, £250 UDC Jubilee grant, 1st half Precept due £7,750.
Cheques to be agreed – EALC £117.36, J Deane £464.18, E-ON £22.12, MD Landscapes £78, A&J Lighting £20.52, CAB £100
17. **Items for next agenda:** War Memorial garden, play equipment, Cricket Club Agreement, grounds maintenance and street lighting agreements.
18. **Date of next meeting(s): AGM – Annual election of Chairman and Vice-Chairman** Wednesday 30th May, **Wednesday 18th July**, 8.00pm at the Memorial Hall.
19. Meeting closed at 9.35pm