

MINUTES OF THE MEETING

Held on Wednesday 30th May 2012 at 8.35pm in the Memorial Hall

Present: Sue Gilbert (Chairman), Janina Jones (Vice-Chairman), Steve Oakey, Roger Board, Jackie Deane (Clerk) and 2 members of the public.

1. **Apologies** for absence were received from Rob Boulton, John Willson, Laurence Smith (UDC) and Simon Walsh (ECC). 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** - Footpath 22 is not accessible through the crops. R Boulton was aware and would be asked to feedback at the next meeting. It was suggested that Strutt & Parker should be contacted. There were reports of heavy plant machinery using village roads and bridleways for the gravel pit.
4. **Insurance** renewal was agreed with no changes to cover.
5. **Jubilee Weekend** – R Boulton should be thanked for his time in getting the beacon in position. £200 cost of basket was agreed as part of budget review and cheque to be signed at this meeting. The Clerk will invoice Gt Easton Parish Council for their children's coins, half the costs of postage and design. The Clerk agreed to provide each councillor with a list and coins for each to distribute. R Board is happy to have the beacon on his land but there should be an agenda item for the September meeting to discuss long-term location. The Clerk was asked to send letters of thanks to both parties for making and erecting the beacon. £50 cost of a new football net was agreed. Extra costs for the celebrations would be covered by budgeted funds for the Jubilee and annual sports day, with funds raised from residents committee selling burgers to go towards purchasing a piece of play equipment.
6. **UDC New Homes Bonus Jubilee Fund** for parish councils and community groups - Following support at the Annual Parish Assembly, it was decided to prepare a bid for the refurbishment of the Memorial Garden wall, railings and fence and suggestions of tradesmen to contact would be followed up by the Clerk to get quotes ahead of the grant application deadline of 16th July. Residents would like to have a new item of play equipment and the Chairman will meet with them to discuss options for making a grant application. The Clerk agreed to make enquiries and report back regarding choices, costs and where to source the equipment.
7. **Representatives' Reports** - S Gilbert will be helping Essex Wildlife Trust with a project for dormice, placing tubes in hedges around the recreation ground. All councillors were supportive.
8. **First year PAYE Annual Return** – Payment was agreed for Clerk for additional 4 hours to complete Employer Annual Return online and produce P60.
9. **Clerk's Report** and Correspondence: UK Powerlines attended an on-site meeting with two of the trustees and the Clerk and agreed the new location of the substation. There will be a delay in the works until winter/spring. The Annual Return has been sent to the external Auditor. The Clerk has completed General Power of Competence training and gave a brief account to the Council. The UDC Code of Conduct was circulated, to be approved at

the next meeting. Dates were circulated for UALC AGM 29th June, Hundred Parishes Conference 25th June, NWHEEPA AGM 6th July

10. **Planning** – No applications for consideration at the meeting. R Board will receive details of UTT/0751/12/FUL, 15 Butchers Pasture and will circulate if required. **Decisions:** UTT/0260/12/FUL White Rose Cottage Duck Street Link extension between existing house and office Conditional Approval

11. **Finance:** Balance at 1st May 2012 was £15,492.94.

Cheques to be agreed:

INSIGNIA LTD	351.39
J DEANE	403.23
POST OFFICE (PAYE)	149.69
EALC	35.00
SNH GARDEN SERV	27.00
MD LANDSCAPES	156.00
A&J LIGHTING	20.52
A-ON	763.42
C EASTER	200.00
AJ DISCO SERVICES	74.00 (£176 TO BE PAID IN CASH)

12. **Items for next agenda:** Cricket Club (with representatives attending), new Code of Conduct to be adopted, Footpath 22, New Chairman's project to be discussed.

13. **Date of next meeting(s):** Wednesday 18th July **NB. 7.30pm gravel pit visit** and Wednesday 12th September, 8.00pm at the Memorial Hall.

Meeting closed at 10pm.