

21LHPC07b

Little Horkesley Parish Council

MINUTES

of the meeting of the Parish Council held on Monday 26th July 2021

Present: Maria Oats (Chair)
Chris Exley (Vice Chair)
Chris Jacobs
Susie Goldring (via phone as self-isolating)
Jo Petersen (Clerk)
Cllr Lewis Barber

Apologies

There were no apologies

Maria Oats declared a pecuniary interest in Item 7

1. Minutes

The minutes of the meeting held on 21st June 2021 were agreed as an accurate record and signed by the Chair

2. Public Questions

No members of the public were present.

3. Parish Councillor

- a) There was one amendment made to the advert for a new councillor; the word “elect” will be replaced with “co-opted”.

All councillors then approved the advert and agreed that it will be published in the September issue of the Parish Magazine.

- b) There was no news from Councillors on potential candidates.

4. County Broadband

- a) Chris Jacobs gave the following feedback on the County Broadband webinar which was held on Thursday 8th July:

Most households agreed that it is important to have fast broadband. A poll during the webinar confirmed this with 81% of attendees saying it was essential to have high speed broadband.

The roll out in Little Horkesley is not dependant on Wormingford having sufficient signups. Wormingford are still short of the target with the deadline being the end of August.

Signing up now will entitle residents to a free router worth £150 and will secure future proofing the service.

County Broadband will honour existing broadband contracts for 6 months.

There will be a price increase after 24 months and residents were reminded to read the Terms & Conditions at the bottom of the website.

County Broadband is OFCOM regulated and parental controls will be available.

The pub and the Village Hall will have a free broadband connection,

County Broadband have permission to use OpenReach poles and have permission to install new ones if necessary.

All the suggestions made by County Broadband to increase take up in the village have already been actioned by the Parish Council: social media, leaflet drop etc.

The new contact is Lisa Foster lisa.foster@countybroadband.co.uk

5. Playground

- a) The following quote from Mortimer Contracts was approved by all Councillors.

Remove & replace 7 fence posts; £250 + vat
 Replace bushes on swing: £40 + vat

The clerk will instruct Mortimer Contracts to proceed with the repairs. The clerk will also request that they investigate the rotten wood at the base of one of the swings as identified by Adrian Jacobs during a recent playground inspection and ask them to provide a quote for repairs.

- b) It was agreed that the Parish Council will defer finalising the playing field lease as the lease currently requires the Parish Council to maintain the fence which is no longer there. This issue has been referred to Michael Devine (Colchester Borough Council.)
- c) The Parish Council has been unable to recruit a new Play Equipment Inspector.

It was agreed that Hannah Taylor and Susie Goldring would inspect the play equipment at least once a month.

They will agree a date in August to meet with Adrian Jacobs so he can run them through the process.

- d) It was noted that much of the original chain link fence has been removed and that this issue has been referred to Michael Devine as the fence is the property of Colchester Borough Council.

It was noted that the clerk has reported the aggressive phone calls she has received regarding this matter to the local PCSO.

- e) It was agreed by all Councillors that given the current uncertain situation with the playing field lease, that applications for grants to replace the play equipment would be deferred. Lewis Barber confirmed that further funding opportunities would be available in the future.

6. Footpaths

- a) It was noted that some footpaths on the map had been moved but the numbers are the same.

Footpaths were allocated to councillors as follows:

Maria Oats	15, 16
Chris Jacobs	3, 4, 5, 21
Susie Goldring	19, 24, 25, 26
Jo Petersen	11, 12, 14

Any issues such as overgrown paths, missing finger posts, broken bridges etc will be reported to Hannah Taylor who will send the findings to the Footpath Officer.

7. Planning

- a) Application 211650 (Oak framed cart lodge at Tudor House)
(*Maria Oats was not present for discussion of this item as she had declared a non pecuniary interest.*)

Chris Exley believes that the planning application complies with CBC Planning Policies in so far as it uses vernacular form and materials. He also believes it has no effect on the amenity of Chestnut Cottage.

It was therefore agreed that the Parish Council has no objection. Chris Exley will leave a "no objection" comment on the online planning application.

8. Bus Shelter

- a) It was agreed that all old adverts will be removed from the bus shelter once it has been renovated. More recent adverts will remain.

9. Website / Social Media

- a) It was noted that the updated policies and AGAR documents have been added to the website.

10. Affordable Housing

- a) As there has been no response to the "Call for Sites" this proposal will be put on hold. Chris Exley confirmed that he will write an article for the parish magazine with an update on affordable housing for the village.

11. Emergency Assistance Plan

After a lengthy discussion it was agreed that the Emergency Assistance Plan should be reviewed with a view to rewrite a simplified version.

Chris Jacobs and the clerk will draft a new plan and have the revised version ready for the October meeting.

Maria Oats will simplify the consent form and have a draft ready for the October meeting.

This item will be reviewed in October once the new consent forms have been finalised.

12. Policy Review

- a) The following policies were reviewed and updated versions will be added to the website:
 - o Privacy
 - o Sickness
 - o Document Retention
 - o Complaints

All policies will be reviewed again in 2 years.

13. Finance

- a) The clerk confirmed that all AGAR forms have been submitted and received.
- b) It was noted that the Asset Register will need to be updated once the new benches are installed.

It was agreed that the Parish Council will wait until it was clear which year the invoice for the Playing Field rent referred to before paying, and until the issues with the playing field had been resolved.

14. Correspondence

None

14. Items for the Next Agenda

- JP to research procedure for authorising invoices
- Duties of the Chair re financial responsibilities
- JP to research process if no one puts themselves forward to be Chairman

..... (Maria Oats - Chair)

..... (Date)

Date of the next Parish Council Meeting Monday 20th September 2021 (Little Horkesley Village Hall)