

21LHPC012b

Little Horkesley Parish Council

MINUTES

of the meeting of the Parish Council held on Monday 20th December 2021

Present: Maria Oats
Chris Exley (Vice Chair)
Hannah Taylor
Chris Jacobs
Jo Petersen (Clerk)

Apologies

Susie Goldring

Darius Laws

Lewis Barber

There were no declarations of Pecuniary or Non-pecuniary interests.

1. Minutes

The minutes of the meeting held on 15th November 2021 were agreed as an accurate record and signed by the Vice Chair as he chaired the last meeting.

2. Public Questions

Tracy Le Grys was present.

3. Parish Council

- a) Maria Oats met with a member of the parish, Johnny Eddis who has shown an interest in joining the Parish Council. It was agreed that this was positive news and Maria Oats agreed to email details of the meeting dates to him so he can attend upcoming meetings. At present, Tracy Le Grys is set to replace Maria Oats as Councillor when she resigns in April so the council will have the required number of Councillors (5). It was agreed that it would be a good idea to increase the number of councillors on the council to six.

The clerk will investigate whether it is possible to increase the number of councillors and how we go about doing so.

- b) The only way the Council can continue is if someone takes on the role of Chair. Although the chairing of a meeting can be performed by any Councillor, the role of Chairman needs to be agreed at the Annual Meeting with commitment that the role will be held for a minimum of a year.

It was agreed that it would not be appropriate to expect a new member of the Council to take on the role of Chair.

Chris Jacobs kindly offered to take on the role of Chair for one year from May 2022 as no other councillors had offered to do so. She had concerns about how it would look as her daughter is the Clerk, but all Councillors agreed that this did not present a real barrier to her taking on the role, particularly in the absence of any other candidate.

4. Broadband

- a) Chris Jacobs confirmed that there had been no further developments and that her attempts to contact County Broadband had not been successful although she has secured the name of the new contact at County Broadband.

5. Playground

- a) Mortimer Contracts has suggested that the Parish Council could reduce the size of the fenced area for smaller children which would enable the Junior swing to remain in its existing location and be outside of the fenced area. Grass and safety mats could be installed beneath the junior swing.

This would not only reduce the ongoing cost of bark, but would also reduce the amount of fence requiring maintenance.

- b) The new Playground Inspection Policy was approved by all Councillors. Hannah Taylor and Susie Goldring had already been assigned the role of playground inspector.

Susie Goldring had informed councillors prior to the meeting that she would be happy to attend a course if necessary. Hannah Taylor confirmed that she is happy not to receive payment for the inspections and will check that Susie Goldring is also happy to take on the task as a part of her role as Parish Councillor.

The Clerk will investigate how we practically keep playground inspection records for 21 years.

- c) The new lease has been received from CBC and is much more comprehensive than the previous one which was only three pages. It is a standard lease with no room to negotiate on terms but it is clear on the responsibilities of the Parish Council.
Maria Oats and Chris Exley have emailed comments to the clerk who will forward them to CBC.
- d) The clerk emailed Michael Devine at Amphora again on 9th December regarding the fence at the rear of 8 Orchard Cottages and is awaiting a response. It was agreed that the clerk would ask Darius Laws if he could chase the issue on behalf of the Parish Council as it impacts on whether the Parish Council are in a position to sign the playing field lease: if Mr Bird agrees to replace the fence as per Michael Devine's suggestion, the Parish Council

needs to know if CBC are happy that the boundary is defined as per the lease even if there is no actual fence. The Parish Council are unable to renew the lease without clarification about which fencing we need to maintain.

- e) The Chair agreed to put together an outline plan of action for the future of the playing field for discussion. This will be very dependent upon whether CBC clarify their intention re Affordable Housing. Chris Exley will follow up to see if there is any news and whether CBC are actively pursuing the matter.

6. Footpaths

Hannah Taylor has reported the issues discussed previously and is waiting for a response.

7. Roads & Verges

- a) Two potholes were reported on Crabtree Lane just after the junction with Workhouse Road. These have been reported.

Potholes reported as follows:

- o Crabtree Lane (ref 2755830)

8. Planning

- a) It was noted that Planning Applications 212837 and 212838 have been conditionally approved.

9. Bus Shelter

- a) The clerk has given the cork and glue for the notice board to Chris Jacobs and she will install when the weather permits.

10. Affordable Housing

- a) Chris Exley noted that there is no further news from Colchester Borough Council but he will contact Ruth Newcombe for an update.

11. Emergency Assistance Plan

- a) The emergency plan was approved by all Councillors and the Chair. The clerk will check whether Marion Drury and Lesley Watson are still happy to be listed as an additional assistance contacts in the plan.
- b) The simplified consent form for the Vulnerable Persons List was approved by all Councillors. The clerk will add a requirement for email addresses to the form. It was agreed that the Parish Council will contact people once a year to remind them that they are on the list and to update any new details.

- c) The clerk will design an advert for the Parish Magazine giving information about the Vulnerable Persons list and offering residents the opportunity to be added to the list. This will be approved at the next meeting. It was agreed that the Vulnerable Persons form will be made available on the website.

At present, only the clerk holds the Vulnerable Persons list. It was agreed that everyone on the emergency team should have a copy.

12. War Memorial

- a) Maria Oats thanked Hannah Taylor and Chris Jacobs for weeding the War Memorial prior to the Remembrance Day service.

It was agreed that the railings at the War Memorial require some attention and it would be prudent to renovate them if required. Councillors will arrange to look at them together in March and construct a plan of action which adheres to their Listed status regulations.

13. Clerk's Annual Review

- a) The clerk's review will be held in January.

14. Finance

- a) The second draft of the 2022/23 budget was reviewed. The following comments were made:

Training	This was reduced from the original suggested increase of £600 to £350
Website Hosting	Domain £39.78 (2 yrs) and Mailbox £60 pa
Playground Inspection	Councillors agreed to inspect the playground as part of their duties so this item was removed.
Playground Maintenance	This was increased to £1000 as the Council is already aware of upcoming costs eg bark, swing repair.
Grass Cutting	The clerk will ensure there is a contract with Danny Page
War Memorial	£300 was added as the railings may need repairing
Stationary & Clerk's expenses	This was reduced to £100

The clerk will make amendments and prepare the final precept discussions for the January meeting.

15. Correspondence

Emails forwarded by the Clerk

There were no comments on the emails forwarded by the clerk.

Hard Copy

CPRE “Countryside Voices” was circulated

Dedhan Vale AONB posters were given to Chris Jacobs to display on the noticeboard

16. Items for the Next Agenda

- To discuss Vulnerable Persons advert for the Parish Magazine
- Budget for 2022/23
- To discuss the “children playing” sign near the bus shelter – Lewis Barber

..... (Maria Oats - Chair)

..... (Date)

Date of the next Parish Council Meeting Monday 17th January 2022 (Little Horkesley Village Hall)