

# Little Horkesley Parish Council

meeting to be held in the Village Hall at 1930

on Wednesday 21 February 2018

## Apologies

**Declaration of Pecuniary or Non-pecuniary interests in relation to agenda items.**

### 1. Minutes

To approve the minutes of the meeting held on 17 January 2018.

### 2. Royal Wedding 19 May

To receive a report from Chris Jacobs/Steve Clarke on preparations for the Village Party to celebrate the Royal Wedding.

To confirm the level of financial support available from the parish.

### 3. Clerk's Report

#### a.. Playing Field

To approve the CBC Zone Team estimate for re-barking the playground.

To note that playground inspections should be conducted weekly and the records should be retained for six years to meet the requirements of the Parish Council insurance cover and the Data Protection Act.

To consider whether a third person should be employed to conduct these inspections.

#### b. Roads/Verges

No actions to report.

#### c. Data Protection

To review and approve the draft Retention of Documents and Records Management Policy (Maria Oats' email of 08/02/18).

To note the restrictions placed on the use of the Electoral Roll.

#### d. Affordable Housing

To note the insert in the Parish Magazine and any reactions thereto.

To receive a report on progress from Chris Exley

#### e. Litter in the Village

To note the insert in the Parish Magazine JRD's email 12/02/18.

#### f. Footpaths

To note the Clerk's email of 25/01 concerning the inspection of PRow in the Village.

#### g. Colour Palette in the Dedham Vale AONB 12 February

To receive a report from the Clerk on potential implementation of a Colour Palette in AONBs.

#### h. Parish Council website

To note that the website is fully up to date for 2017 – agenda/minutes/financial reports – and David Lewis is producing a Winter Farming Focus

**4. Planning**

a. Broadacres, London Road, Great Horkesley

To consider the application to vary conditions attached to the previous approved application.

b. Application No: 160908 Greenhouse Site, London Road, Great Horkesley

To note final approval of the application.

c. Joscelyns, Water Lane, LittleHorkesley

**5. Finance**

a. Expenditure Approval

To approve the following expenditure:

- Paul Cutler £1250.00 – cutting back Playing Field Trees;
- J R Drury £30 –Local Councils Advisory Service Data Protection Service;
- Lorraine Brooks £158.75 – updating the Parish Council website;
- Little Horkesley PCC £100 – donation to Parish Magazine;
- Little Horkesley Village Hall Committee £99.00– Hire of the Village Hall;
- EALC £45 – Data Protection Course.

b. To note the likely impact on reserves at the Year End 31/03/18 -attached.

**6. Correspondence**

The following correspondence has been received:

- DV & SV Tree Planting Volunteers;
- RCCE Essex Warbler;
- DV & SV AONB Update -January 1

**6. Items for the Next Agenda**

..... (J R Drury – Clerk)

..... (Date)

**The next Parish Council Meeting will be held at 1930 on Wednesday 21 March 2018.**