

Little Horkesley Parish Council

meeting Held in the Village Hall on Wednesday 21 March 2018

Present: Steve Clarke (Chair)
Maria Oats
Chris Exley
Hannah Taylor
Roger Drury (Clerk)

With the Royal Wedding Sub-committee(Chris Jacobs)

Apologies were received from Cllr Nigel Chapman (CBC Rural North).

No pecuniary or non-pecuniary interests were declared.

1. Minutes

The minutes of the meeting held on 21 February were agreed as an accurate record.

2. Royal Wedding 19 May

It was agreed to form a sub-committee, Royal Wedding S-C under the Chairmanship of Chris Jacobs, to organise the event and meet the requirements of the Council's Insurance cover for such events.

The attached programme + expenditure was approved. The aim was to provide a fairly low key event between 1230 and 1600 for the Village to get together to celebrate the event.

The small number of children in the village was a problem but those with grandchildren and others from outside the village would be more than welcome.

Other issues to be resolved:

- Risk Assessment – Steve/Tracey Clarke,
- First Aider on site – Tracey Clarke,
- Marshal at the event with responsibilities for fire and general safety – to be nominated,
- Closing School Lane – the Clerk had received no response from the police but would follow up.

The event would be promoted by a piece in the April Parish Magazine, door to door mailing before the event and word of mouth.

As the following day marks the 60th anniversary of the reopening of St Peter & St Paul Church with a major service planned for Sunday 20 May, the Clerk would approach the Church to see if they wished to be involved in any way.

3. Clerk's Report

a. Dog Fouling

The Clerk reported that he had had a meeting with Melinda Bracey, CBC Zone 4 Team, to discuss the issues in SchoolRoad/Playing Field and it was agreed:

- A letter would be sent from CBC to 4 -10 Orchard Cottages informing them of the problem;
- Regular patrols in the area would be carried out over the next few weeks.

CBC would be grateful for any eye witness statements of the fouling so they could approach the offenders—ideally David Copey should talk to Melinda to provide more detailed information and he had been provided with the relevant contacts.

Steve Clarke reported that there was more than one dog creating the problem but it was hoped that the current focus would make others more aware of their responsibilities.

The Jacobs were given permission to put Dog Fouling Notices in School Lane.

It was agreed that the Parish Council had to follow out procedures as laid out by CBC and should not challenge any individual.

b. Playing field

It was noted that Jake Jacobs had volunteered to carry out weekly inspections but required briefing on the Checklist. He would report to the Clerk, identifying any actions, needed and the Clerk would retain these reports as required by the Parish Council insurance. Additionally he would advise the Clerk when not available so an alternative inspection could be arranged.

Steve Clarke would brief him weekend 24/25 May.

The annual RSPoA inspection had been booked for May – It would be ideal if Jake could attend the Inspection.

Casey Harrison, CBC Zone 4 Team, had been directed on the spraying/bark replenishment but had not provided a date when it would happen.

It was agreed that the pile of grass cuttings did not amount to a risk to the public.

Jerry Munson had confirmed his availability for next season's grass cutting.

c. Roads/verges

The Clerk reported on the effective closure of Crabtree Lane for 10 days after the recent snowfall as there appear to be no plans to clear minor roads.

Also that ECC Highways had refused to replace the grit box at the junction of Crabtree Lane and Bures Road as it did not reach their requirement to justify replacement.

d. Data Protection

The Council reviewed and agreed the Data Protection Act Retention of Documents and Privacy Policy which would eventually be put up on the PC Website.

Maria Oats would attend the CALC Meeting on 22 May to seek clarity on the role of Data Protection Officer (DPO) in view of the conflicting advice so far provided.

The Clerk was requested to seek guidance from Andrew Weavers, CBC Monitoring Officer, on whether there was an approved format for a Complaints procedure.

Chris Exley was authorised to purchase the necessary equipment to download Parish Council material on a monthly basis for security reasons.

e. Affordable Housing

The RCCE questionnaires were handed out and the distribution in the village agreed and would be completed in the following weekend.

Chris Exley held spare copies should additional copies be required by any individual address.

f. Dedham Vale & Stour Valley Project Forum, 15 June

It was agreed that Chris Exley, Roger Drury and, possibly, Hannah Taylor would attend.

4. Planning

a. Application No: 180510 Blue Owl, Nayland Road, Great Horkesley

It was agreed that this application did not impact on Little Horkesley and no comment was required.

b. Application No: 180655 Bowdens Cottage, Bowdens Lane, Wormingford

Again this did not impact the village.

c. Joscelyns, Water lane, Little Horkesley

It was believed that the “works” currently been carried out were in order to meet previous planning requirements before the sale was completed.

d. Thrift Farm, Nayland hill, Great Horkesley

Cllr Nigel Chapman has reported that he was still pursuing a resolution of the planning issues at Thrift Farm.

5. Finance

The meeting reviewed and approved the following pre-budget papers:

- 2017-2018 Expenditure:
- 2017-2018 Accounting Statements;
- 2017-2018 Variance Analysis;
- 2017-2018 Expenditure over £100;
- 2017-2018 Asset Register.

6. Correspondence

The following Correspondence was noted:

- DV & SV AONB February Update,
- EALC Legal Updates – Maria Oats would report back at the next meeting.
- Rural Services Network 5 March;
- Making the Links March;
- RCCE Warbler

7. Items for the Next Agenda

CBC Borough Elections on 3 May for one Councillor for Rural North.

Superfast Essex – broadband update.

..... (S Clarke – Chair)

..... (Date)

The next parish Council Meeting will be held on Wednesday 18 April