# **BLACK NOTLEY PARISH COUNCIL**

MINUTES OF THE PARISH COUNCIL MEETING HELD ON WEDNESDAY THE 27TH SEPTEMBER 2023 AT 7.30 PM AT THE PAVILION MEETING ROOM AT THE BLACK NOTLEY PLAYING FIELDS, BLACK NOTLEY.

IN THE CHAIR: CLLR. S. PEDDER.

PRESENT: CLLRS. M. FORD, J. SMITH, M. SIMMONS, A. GEORGE, S. ELDEN-LEE, N. FERRIS, S. GOLDBERG, A. WOOD.

PARISH CLLR APOLOGIES**:** -

Cllr Goldberg gave his apologies for arriving late at 7.45pm.

1535/23 DECLARATION OF INTERESTS.

Cllr’s Smith and Simmons declared personal interests in item 11 the finance list.

1536/23 PUBLIC QUESTION TIME.

Apologies from County Councillor Playle, District Councillors Cunningham, Ricci and Butland.

1537/23 REPORT FROM COUNTY COUNCILLOR AND DISTRICT COUNCILLORS.

Reports circulated that had been received from both Councillor Playle and Councillor Ricci.

1538/23 MINUTES OF THE MEETING ON THE 23RD AUGUST 2023.

Proposed Cllr Smith Seconded Cllr George Vote Unanimous

1539/23 CLERKS REPORT.

Circulated.

1540/23 ANNUAL REVIEW OF THE STANDING ORDERS AND FINANCIAL REGULATIONS.

Cllr Wood is running a course tomorrow at the EALC on this item. The model Financial

Regulations is currently being reviewed and is out on consultation now. Cllr Wood would like 2

amendments to financial regulations paragraph 6.4 has a bracket (1) to be removed and to take

 out that the Clerk countersigns. Cllr Wood proposed with these 2 amendments.

Proposed Cllr Wood Seconded Cllr Simmons Vote Unanimous

1541/23 PLAYING FIELD – a) Making better use of the Pavilion and associated rooms.

Before the meeting we opened the changing rooms to see the current layout and space. A Site visit to be arranged by the Clerk regarding the legionella situation and the cost of removing both sets of showers. Northumberland Water was recommended as being a local company. The Clerk to arrange to see a builder regarding the wall around the shower to establish if this is load bearing wall and to get some guidance from them regarding improvement. Agenda item October.

Cllr Goldberg arrived 7.45 pm

b) Circulation of quotations received for the removal of the 1 dead lime tree.

It was agreed to go with Treecology at a cost of £1,475 + VAT, they had already advised that they could do this sometime in the middle of October if they are successful.

Proposed Cllr Smith Seconded Cllr Elden-Lee Vote Unanimous

c) Circulation of a quote £164.81 for insurance to be able to take the Ride on Lawn Mower off the Playing Field onto the John Ray Millennium Green & possibly Cokers Peace.

It was agreed to go ahead and insure and apply for the relevant paperwork with the DVLA to be able to take the vehicle onto the road and onto the John Ray Millennium Green.

Proposed Cllr Ferris Seconded Cllr Simmons Vote Unanimous

The Clerk to ask the staff if they would like the additional work to maintain the grassland at Cokers Peace using our own equipment.

d) Circulation of a quote for an external concrete Table Tennis Table.

3 quotes had been received between £1,800 and £5,000 plus VAT and the ground work.

Broomfield Parish Council have an outside table tennis table and Flitch Green playing fields in Felsted do also it was agreed to take a look at these locations then an agenda next month to discuss again. Cllr Elden-Lee to send a picture of the table tennis table at her place of work.

e) Request for Bootcamp to continue starting again March 2024.

Agreed ok to continue.

1542/23 CORRESPONDENCE.

\* Letter from PKF Littlejohn confirming the conclusion of the audit. Noted

\* Email from the EALC regarding Food Support and Winter Warmth Essential Funding.

Cllr Wood advised she spoke to the Funding officer at EALC it isn’t for warm spaces this year, its if you want mittens, hot water bottles you have to apply for grant yourself then purchase items, its targeting families. Micro grants still available if anyone wishes to find out more.

\* Cllr Ford had circulated some more news from the 20’s plenty up date.

1543/23 UPDATE FROM THE COMMITTEE’S –

a) Green Spaces update:- No meeting this month. The Cokers Peace grass

cutting ‘Tender’ to be drawn up to be able to given to potential contractors. Next meeting the 9th

October.

b) Communications update:-

Meeting to be arranged to discuss the possibility of having a flyer in the church magazine each month. The Sub committee to have a meeting before the next Parish Council meeting.

Cllr Goldberg reported on the Insight update the viewings have increased.

1544/23 HIGHWAY / PUBLIC RIGHTS OF WAY ISSUES.

\* Circulation of the ‘data’ from the Speed Sign. Noted.

1545/23 FINANCE -

a) Circulation of the Finance List.

|  |  |  |
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| D/D | Npower Business Solutions (street light supply)  | £61.51 |
| D/D | A & J Lighting Solutions Ltd (street light supply)  | £68.22  |
| D/D | EDF Energy (Pavilion) | £27.00  |
| D/D | British Gas Light Business (Pavilion) | £34.99  |
| D/D | BT for Pavilion Office | £47.49 |
| D/D | BT (for Parish Council mobile phone) | £10.80 |
| D/D | Nest (Pensions HW & RG) | £71.49 |
| D/D | Wave (water and sewage for Pavilion May - August) | £65.46 |
|  |  |  |
| B/Trans | Helen Waterfield (salary + 3 hours overtime) | £826.13  |
| B/Trans | Helen Waterfield (mileage £12.83 + elec £30.00, BT Broadband & calls £28.32) | £71.15 |
| B/Trans | Martin Cudlip (salary + 14 1/2 hours overtime mowing paths on Cokers, Cutting paths and raking on JRMG, watering trees on Playing Field twice)  | £616.32  |
| B/Trans | Martin Cudlip (32 miles for the month £14.40)  | £14.40  |
| B/Trans | Richard Goodman (salary + 11 hours overtime strimming roadside, raking JRMG, watering trees on Playing field twice, grass cutting)  | £803.80 |
| B/Trans | Richard Goodman (Fuel £7.65, guttering £54.40 and 7 miles £3.15) | £65.20 |
| B/Trans | James Todd & Sons (monthly wages service) | £39.60 |
| B/Trans | A to Z Suppliers (toilet roll for dispenser) | £49.13 |
| B/Trans | Customised Landscapes (removal of limb from oak tree on Cokers Peace) | £620.00 |
| B/Trans | Ernest Doe and Sons Ltd (Oil, round up and 2 bags of bark) | £55.63 |
| B/Trans | HMRC (1/4ly Tax and NI) | £393.75 |
| B/Trans | PKF Littlejohn (audit) | £378.00 |
| B/Trans | Braintree District Council (empty of Dog Bins Aug – Nov 23) | £49.98 |
| CQ 300044 | Jacky Smith (B & W Times May – Sept 23) | £23.00 |
|  |  |  |
|  | TOTAL | £4,393.05 |

Proposed Cllr Ferris Seconded Cllr George Vote Unanimous

1546/23 PLANNING.

**23/02043/HH** 2 Ludham Hall Lane, Black Noley, Essex. Erection of single storey rear extension

No objection to this application.

1547/23 ALLOTMENT POLICY.

It was agreed that the Clerk needs to speak to Braintree District Council and found out what power was the Parish Council given when we were asked to manage the Allotments on BDC behalf. The Clerk to send a copy of the licence agreement to Cllr Wood, agenda item next month. It was agreed that it needs to be added into the policy that people can’t have a 2nd plot if they are already have a plot if we have people on the waiting list.

Cllr Goldberg left meeting 8.50pm.

1548/23 WITHDRAWAL PROPOSAL - BUS SERVICE NO. 21, BOCKING TO BLACK

NOTLEY. COMMENTS BY 5TH OCTOBER.

Evenings and weekends bus service. It was agreed to respond saying its important to keep day

time and Sunday services as the village has a large number of elderly resident and school

children that use the service as they need to get into town. The removal of the service will cause isolation it was suggested also that we ask if they have considered using a smaller bus?

Cllr Elden–Lee spoke of how dangerous it had been trying to take photos of the missing road

signs on Bakers Lane she said she will not be completing this exercise concerns of lack of

lighting and no pathways. Agenda item October.

1549/23 DATE OF THE NEXT MEETING WEDNESDAY THE 25TH OCTOBER 2023

Meeting closed 9.20 pm

CHAIRMAN………………………………………….. DATE …………………………