

## NAZEING PARISH COUNCIL

### **Minutes of the meeting of the Annual Parish Council held on Thursday 19th May 2016 at 8:16pm at St Giles Hall, Nazeing.**

**Members present:** Cllrs Evans (Chairman), Arnold, Carter, Casey, DiMaria, Frydrych, Gross, Joslin, Shorter, Skipper.

**Also present:** Lorraine Ellis (Clerk), 13 members of the Public.

*These minutes are subject to ratification at the next meeting.*

#### **1. Chairman:**

Cllr Joslin proposed Cllr Evans be elected as Chairman of the Parish Council for 2016/17 and Cllr Skipper seconded the motion. All Cllrs were in agreement.

#### **2. Acceptance:**

Cllr Evans then made a declaration of acceptance of office as Chairman.

**3. Apologies for absence:** Cllr Culling.

**4. Declarations of Interest:** None.

#### **5. Vice-Chairman:**

Cllr Frydrych proposed Cllr Arnold be elected as Vice-Chairman of the Parish Council for 2016/17 and Cllr Skipper seconded the motion. All Cllrs were in agreement.

**6. Committee/Function Membership:** Councillors for 2016/17 were appointed as follows:

- a) Planning. All Cllrs.
- b) Finance. Cllrs Arnold, Carter, Evans & Joslin.
- c) Amenities. Cllrs Frydrych & Casey.
- d) Events. Cllrs Carter, Casey Frydrych & Skipper.
- e) Personnel. Cllrs Arnold, Evans & Joslin.  
Cllrs Evans & Joslin to liaise with Vince Cresswell (The Handyman).

**7. External Liaison:** Councillors for 2016/17 were appointed as follows:

- a) EFDC Local Council Liaison Committee and EALC Committee. 2 Members with voting powers. Cllrs Arnold & Evans.
- b) The Nazeingberries Association. Cllr Skipper advised Cllr Culling.
- c) Police Consultative Committee/Local Police. Cllrs Joslin & Frydrych.
- d) Flood warden and Emergency Response. Cllrs DiMaria & Gross.
- e) Lea Valley Regional Park Authority. Cllr Frydrych.
- f) Local schools. Cllrs Arnold & Casey.

#### **8. Public participation:**

Resident said about the sterling work that the clerk has done over the last year.

#### **9. Approval and signing of minutes:**

- a) The minutes of the meeting of the Full Council Meeting held on 28th April 2016 were approved and signed by the Chairman with no amendments.
- b) The Planning Committee meeting on 14th April 2016. Noted.

## **10. Presentation by Peter Flower from Gigaclear - Ultrafast Broadband roll-out in Bumbles Green, Upper Nazeing, Hoe Lane and most of Middle Street.**

Presentation by Peter Flower followed by questions.

## **11. Presentation by BT - Fibre Broadband in Nazeing.**

Presentation by Giles Ellerton followed by questions.

## **12. Amenity Matters:**

**a)** The tree works required at Pound Close play area. Works carried out 12/5/16.

However, complaints have been made by residents, that not enough branches were removed from the tree at the end. This issue will be raised with Robin Hellier(EFDC).

**b)** To consider that Park Patrols start on 27/6/16 for 1 hour per week for 13 weeks (25/9/16). Cost is £42.50/hr + VAT. It was resolved to use Parkguard again, same instructions as per last year. Parkguard to be notified.

## **13. Risk Assessment**

**a)** To consider the Risk Assessment report and approval of the action plans. Risk Assessment report, overall summary and action plans circulated before the meeting. It was resolved to approve the Risk Assessment report and action plans.

## **14. Financial Matters:**

**a)** It was agreed to authorise:

i) payments totalling £3,362.57

ii) transfer of £15,000 between bank accounts

**b)** The Financial summary for May 2016 was approved and signed by the Chairman with no amendments. It was noted Cllrs Evans and Arnold will set up & approve direct credits this month. **Action Cllrs Evans & Arnold.**

**c)** To consider renewing insurance / new company for Council Insurance. It was resolved to change to Zurich as the cover is comparable to current company but at a reduced premium, subject to Cllr Joslin reviewing the schedule and confirming acceptance of the new insurance policy.

**d)** To consider the purchase of a stamp for invoices. This was raised at the Internal Audit. It was resolved to purchase a stamp for the invoices.

## **15. Annual Internal Audit**

**a)** To note the completion of the Internal Audit on 10th May 2016. Noted.

## **16. Annual Return:**

**a)** To approve the annual governance statement on the Annual Return (section 1). It was resolved to approve the annual governance statement on the Annual Return and it was signed by the Chairman with no amendments.

**b)** To consider the accounting statements on the Annual Return (section 2). It was noted that the accounting statements on the Annual Return was considered.

**c)** To approve the accounting statements on the Annual Return. It was resolved to approve the accounting statements on the Annual Return and it was signed by the Chairman with no amendments.

## **17. Clerks Report. LE**

Apologises from the Clerk, the report will be circulated after the meeting.

**18. Reports from Councillors who have attended other meetings.**

- a) Cllr Frydrych asked for a letter of thanks to be sent to Casey Tree Service for the work carried out along Hoe Lane.
- b) Cllr Frydrych has attended a number of meetings regarding the Wood recycling site.

**19. Communications:**

- a) For noting. Police and Crime Commissioner Election result is on noticeboards.
- b) Cllrs to review & update declaration of interest if necessary, within the next week please.

**20. Information Items and other items for next agenda:**

- a) Neighbourhood Plan. DJ

**21. Update on Matters relating to the Total site.**

Cllr Shorter advised that the contamination report has been approved. Cllr Joslin advised that he is expecting the Upper Chimes site to be approved and that the Lower site should be approved, which means that the purchase of the Total Site should also be progressed.

**22. Date of next meeting of Full Council. 30th June 2016, 8pm.**

Meeting closed 9:37pm.

**Signed by the Chairman:** .....

**Date:** .....