

NAZEING PARISH COUNCIL

Minutes of the meeting of NAZEING PARISH COUNCIL held at 8 pm on THURSDAY 27th March 2014 at THE LEISURE CENTRE, BUMBLES GREEN, NAZEING, EN9 2SF

Members in Attendance: Cllrs, D Borton, E Borton, Joslin, Shorter, Frydrych, Arnold and Carter,
Non members in attendance: Mark Pyatt (Clerk), 4 Members of Public and 1 member of Press

1. **Apologies for absence:** Cllrs Castle, Skipper, Ballard, Evans, Skipper and Culling.
2. **Declarations of Interest:** There were no declarations of interest made.

3 Public Participation

a) Nazeing Parish Sign

A member of the public spoke on the proposed design, copies of which were distributed. The site suggested being Betts Lane by the Duck Pond. Cllr E Borton asked about the cost. The response was a figure between £1,500/ £4,000 and there was hope that the Council might contribute 50% but recognition that there would have to be realism. Resident contributions are being made, but there was no indication of how much. It was acknowledged that Nazeing Upper Town is only one part of Nazeing, but the Council agreed that the purchase could be made in the name of the Council for a VAT reclaim.

It was **RESOLVED** to take the matter to the next Finance Committee for approval of a contribution.

4 Clerk report

Date of the meeting between Robert Halfon MP and LVGA has still not been finalised.
Cllr Carter's banking signature has still not been finalised by Barclays.
Letter sent to Cllrs Bass and Jackson re closure of Dobbs Weir bridge.
Broxbourne Bridge will be replaced, but in 2016 at the earliest.
Cllr Frydrych to provide flood contact list to be held in the office for emergency response.

5. Approval and Signing of minutes as a true and accurate account of the meeting proceedings:

- a) Parish Council Meeting 27th February 2014. **Approved**
- b) Planning Committee Meetings 13th March 2014 (To be noted.) **Noted**
- c) Amenities Committee Meetings 13th March 2014. **Approved**

The following amendments were made:-

5b. The committee agreed to a request for a one *final* new skip on the condition that it is for a short period with a collection date agreed upon delivery.

5b. *Cllr Arnold agreed to provide weed killer to clear nettles which would be sprayed by the Allotment Association.*

The minutes were **approved** with the amendments.

- d) Finance Committee Meetings 13th March 2014. **Approved**

6. Members Reports:

a) Pounds Close Play Area

Cllr Arnold reported on the condition of the play area, Repairs are not feasible with the best option to replace, at an estimated cost of £2/3,000. Quotes are being obtained. Cllr. E. Borton stated that after this year's expenditure of £2,753 there was remaining £2,297 in the Play Area Earmarked Fund. Together with £1,500 allocated in the 2014/15 Precept there was thus a total of £3,797 available but this would have to last until March 2015. Previous resident consultations wanted the play area to be refurbished and there have been no swings at the site for 2 years.

It was agreed in principle to consider the replacement of the swings under the Finance Committee against a firm quote.

b) **Post Office Closure Update**

Cllr D Borton had met again with R Halfon MP, Cllr Bassett and a shop owner who is considering running the Post Office. The Post Office has agreed to survey the shop against requirements. But there are still issues to be overcome.

c) **iPlan Electronic Planning Update**

Cllr D Borton has contacted EFDC to discuss training with suggested days being Mondays Wednesdays or Thursdays between 9:30 – 12:00.

16th April 2014 was agreed as a suitable date to be confirmed with EFDC.

Action Cllr D Borton

Loughton training would be Mondays at 19:45 on 14th or 28th April 2014. It was agreed to undertake the EFDC training first, then Loughton on 28th April 2014. **Action Cllr D Borton**

d) **Notice of Annual Audit 2014**

It was noted that the Annual Audit is set for 13th May 2014.

e) **HMRC Update**

A letter responding to the case against the Council has been sent to the tribunal. Cllr Joslin offered to attend the Tribunal if held in London.

7. Allotment rental charge for 2014.

It was agreed to defer the matter to the Amenities meeting on 10th April 2014 to establish more facts on comparable charges. Cllrs Castle and Arnold yet to come back with their findings. Cllr D Borton was asked to obtain Roydon costs. **Action Cllrs. Arnold, Castle & D**

Borton

A copy of the allotment site plan is to be sent to Cllrs Arnold and Castle. **Action MP**

Cllr Joslin agreed to send the draft allotment agreement to the Clerk, with a copy to be forwarded to the Allotment Association. **Action**

Cllr Joslin MP

8. Adoption of Standing Orders and Financial Regulations

Cllr E Borton informed that the proposal was to adopt the Standing Orders as previously distributed as these were the model supplied by NALC.

Councillors were asked for comments.

Cllr E Borton explained that the Standing Orders are in a different order to the past, with changes to Declarations of Interest, but there should be no hesitation in adopting them, with a contract limit of £10,000 being inserted and Welsh references removed. Standing Orders 3o and q (Meeting Chairmanship) was discussed with no consensus over the chair of committee meetings reached. The adoption of the Standing Orders was deferred to April 24th Meeting. Clerk was requested to distribute other Parish Council meeting structures.

Action MP

The Council **RESOLVED** to adopt the Financial Regulations as previously distributed with the insertion of a Petty Cash Float may be held up to £150.00 and contract limits of £10,000.

9. Information Items and matters for next agenda

It was noted that Risk Assessments are due for review and should be added to the next meeting agenda **Action MP**

Meeting Closed 21:26