

# NAZEING PARISH COUNCIL

## **Minutes of the Annual Meeting of the Council held on Thursday 15<sup>th</sup> May 2014 at 8.40 p.m. at the Leisure Centre, Bumbles Green.**

**Members present:** Councillors. D. Borton (Chairman), Arnold, E. Borton, Carter, Castle, Culling, Evans, Frydrych, Joslin, Shorter and Skipper.

**Also present:** 4 members of the public.

**1. Clerk for the Meeting:** Cllr. E. Borton undertook the Clerk's role for the meeting.

**2. Chairman:** Cllr. Joslin proposed that Cllr. D. Borton be elected as Chairman of the Parish Council for 2014/15 and Cllr. Castle seconded the motion. Cllr. Skipper proposed Cllr. Joslin as Chairman and Cllr. Carter seconded the alternative motion. A vote took place and the first motion succeeded on a majority of 9 – 2 with Councillors Skipper and Carter voting against.

**3. Acceptance:** Cllr. D. Borton then made a declaration of acceptance of office as Chairman.

**4. Apologies for absence:** Cllr. Ballard

**5. Declarations of interest:** None.

**6. Vice-Chairman:** Cllr. Frydrych proposed that Cllr. Joslin be elected as Vice Chairman of the Parish Council for 2014/15 but Cllr. Joslin proposed Cllr. Evans instead which Cllr. Arnold seconded. The second proposal was accepted but Cllrs Culling and Skipper abstained.

**7. Review of Committees:** A debate took place on a proposal to dispense with separate committees for Finance, Amenities and Events. Instead, such functions would be managed by nominated councillors who would report regularly to the full Council meeting. Only the Planning Committee would continue in the present format but be subject to change with the forthcoming introduction of applications mainly by electronic means. This proposal was accepted subject to future review.

**8. Committee/Function Membership:** Councillors for 2014/15 were appointed as follows:

- a) Planning: Councillors Joslin, Frydrych, Castle, Ballard, E. Borton, Shorter and Skipper.
- b) Finance: Councillors Arnold, Carter and E. Borton.
- c) Amenities: Councillors Castle, Culling, Ballard, Arnold and Evans
- d) Events: None appointed.
- e) Personnel: Arnold, Evans, D. Borton and Joslin

**9. External Liaison:** Councillors were appointed as follows:

- a) EFDC Local Council Liaison Committee and EALC Committee. Councillors D. Borton and Castle with voting powers.
- b) Nazeing Association for the Elderly and Handicapped: Councillor Culling.
- c) Police Consultative Committee/Local Police: Councillors Frydrych and Joslin.
- d) Flood warden and Emergency Response: Councillors Frydrych, Culling, Skipper and Evans.
- e) Lea Valley Regional Park Authority: Councillors Frydrych and Evans.
- f) Local schools: Councillors E. Borton & Carter

**10. Public participation:** No comments made

**11. Approval and signing of Minutes:**

- a) Council Meeting 24<sup>th</sup> April 2014. Approved.
- b) Planning Committee Meeting 24<sup>th</sup> June 2014 Noted.

## **12. Communications:**

a) Email from Pat Harris (Nazeing Football Club) requesting use of pitch in 2014/15. Councillor Arnold reported on the background and mentioned that poor weather had led to the condition of the pitches being far from ideal with more maintenance being necessary. In these circumstances the Council reluctantly concluded that it would be difficult to accommodate adult teams and that a reply be sent accordingly. Cllr. Frydrych mentioned the long term possibility of other areas becoming available.

b) Letter from Nazeing Association for the Elderly and Handicapped seeking continued support and enclosing Accounts. Councillor E. Borton commented that the Accounts looked healthy and it was agreed that the request for further financial support be considered in due course with those from other applicants.

**13. Duties of Clerk:** It was **RESOLVED** that "In accordance with Section 112 (5) of the Local Government Act 1972, to appoint Councillors E. Borton and Joslin to carry out functions of the Clerk without remuneration until a new Clerk is appointed". In detail, Councillor Joslin will concentrate on planning including related correspondence and Councillor E. Borton will deal with accounting matters and other correspondence.

It was **RESOLVED** that "The Personnel Committee be authorised to manage appropriate work and interim financial arrangements with Mark Pyatt".

**14. Risk Assessment/Insurance:** Councillors Joslin, E. Borton and Carter were authorised to review the insurance cover and carry out a risk assessment.

**15. Accounts for Payment:** Payment of accounts totalling £9,276.10 were authorised and the transfer of funds between bank accounts (£10,000) to meet net outgoings was approved.

**16. Annual Accounts, Audit and Annual Return:** The completion of the Annual Accounts for 2013/14 and the Internal Audit was noted. It was **RESOLVED** to authorise the Chairman to sign the Annual Return.

**17. Quotations received:** Three quotations for a new children's swing at Pound Close were considered. It was agreed that the lowest amounting to £3,026 be accepted and Councillor Castle was authorised to proceed.

**18. Allotments:** A discussion took place about a proposed amendment to the contract with allotment holders allowing them to use a hosepipe provided that it was hand held since this was the actual practice at present. It was agreed to leave the contract unchanged but not insist on the strict adherence to this particular term pending a future review of water usage.

**19. Reports from Councillors who have attended other meetings:** Councillor Evans reported on a meeting that he and other Councillors had attended at Loughton Town Council. Councillor Carter up-dated Members about the decision not to participate in the World War 1 commemoration. Councillor D. Borton mentioned the meeting at EFDC about the wood processing plant on the Birchwood Industrial Estate. She explained that a letter had now been sent to the processors by EFDC stating that the limits on operating hours must be maintained. The impact on residents and growers from dust and noise was discussed.

The meeting closed at 9.42 p.m.