

SOUTH HANNINGFIELD PARISH COUNCIL

Minutes of a council meeting held on Thursday 2nd March 2023 in Ramsden Heath Village Hall.

Present: The Chairman and Councillors Marsello, Huntington, Bonnett, Walker, Burgess, Elms, Vickers and Cerson.

1. Apologies for Absence – Councillors Whitehead, Mitchell and Coveley.

2. Declaration of Interests – None.

3. Public Participation – There were no members of the public present.

4. Approval of Minutes dated the 2nd and 16th February 2023 – Proposed as a true record by Cllr Marsello, Seconded Cllr Burgess.

5. Clerk and Councillor Report –

2nd February 2023

a) 7c-The Clerk reported that the SHTC accounts should be received by the end of March.

b) 10b-The Clerk confirmed that the Memorial seat in Norton Meadows has been installed.

c) 11j-The Clerk reported that a resident has asked if she could organise a litter pick for the Kings Coronation?

16th February 2023

a) 6a-The Clerk reported that her meeting with Cllrs Scott and Grundy and Peter Thurgood went well. Cllr Scott will go back and speak to Mark Francois and he will follow this up with a future meeting in April.

b) 6c-The Clerk asked members if they had any content for the Newsletter?

6. Finance –

a) Ratification of Online Payments and Cheques – Proposed by Cllr Cerson, Seconded Cllr Walker. *Payment made under Section 137

Scottish Power*	Christmas tree lighting	£ 209.95
M Linwood	Admin assistance	£
R Thomson	Salary	£
HMRC	Tax	£
Scribe	Year end check	£ 46.80
Dirt Devils	S/Pav cleaning	£ 181.24

E James	Maintenance	£
Enhanced Security	Alarm repair	£ 60.00
A Moule	Maintenance	£
M Holt	Maintenance	£
NWG Business Ltd	S/Pav water rates	£ 314.72
J Moule	Salary	£
HMRC	Tax & NI	£
Essex Pension Fund	Pension	£
Chelmsford CC	Annual Parks Services	£5096.86
Ernest Doe & Sons	Parts/Materials	£ 187.60
Barclaycard Payments:		
Adobe	Monthly fee	£ 12.64
Tesco Stores*	Christmas Cheer Cards	£ 7.80
Amazon	3 x toilet brushes S/Pav	£ 36.16
Cartridge Save	Cartridges	£ 285.93
Travis Perkins	Ballast	£ 29.02
J Gard & Sons	Materials	£ 20.70
Moore Shoe Repairs	S/Pav keys	£ 14.00
Fast Key Services	S/Pav keys	£ 8.35

b) Nominations for two new cheque and online signatories – Councillors Black and Elms.

c) Nomination for an Internal Auditor, a Councillor who is not on the Finance Committee – Cllr Huntington.

d) To discuss and approve the adoption of the revised Standing Orders – Proposed by Cllr Marsello, Seconded Cllr Burgess, all in favour.

e) To discuss and agree to remove the Procurement Policy from the list of the Council's Governing Documents – All in favour.

f) To discuss and approve the adoption of the revised Financial Regulations – All in favour.

g) Cllr Marsello to report on the update of Bofor's Strip – Due to recent information received, Cllr Marsello asked the Chairmans permission for this matter to be discussed "In Committee".

7. Matters for Information –

a) Cllr Cerson reported that he will not be standing for re-election in May.

b) Cllr Walker reported that the Traffic Management Officer had spoken to her regarding a resident who continually asks questions and comes over abrupt.

c) Cllr Walker asked when the Time Capsule would be installed? The Clerk is awaiting photographs from Cllr Coveley.

d) Cllr Burgess reported that he had been requested to raise the issue of having to now book to visit the recycling centre, as the resident concerned was totally against this and wanted the support of the Parish Council to object to this proposal.

e) The Clerk reported that Church Road will not be closed on Monday 6th March. This has now been rescheduled for the 15th March.

f) Cllr Marsello proposed that two items be discussed "In Committee" this evening. An update on Bofor's Strip – Proposed by Cllr Burgess, Seconded Cllr Vickers, and an update on South Hanningfield Village Hall, Proposed by Cllr Huntington, Seconded Cllr Elms – All in favour.

8. Date of Next Meeting – The Clerk confirmed this will be Thursday 16th March 2023 commencing 7.45pm in Downham Village Hall.

Approved as a true record.

Signed.....Dated.....

9. "In Committee"

a) Update on Bofor's Strip

b) Update on a letter received from the Chairman of South Hanningfield Village Hall Committee

There being no further business, the meeting closed at 9.16pm.

Approved as a true record.

Signed.....Dated.....