

SOUTH HANNINGFIELD PARISH COUNCIL

Minutes of a council meeting held on Thursday 8th February 2024 in Ramsden Heath Village Hall.

Present: The Chairman and Councillors Whitehead, Huntington, Elms, Thurgood, Burgess, Walker, Graves and Vallis. Two Parishioners were also in attendance and the Clerk kept the minutes.

- 1. Apologies for Absence** – Councillor Coveley.
- 2. Election of Vice-Chairman** – The Chairman reported that he had asked Cllr Whitehead to be Vice-Chairman until our AGM in May 2024. Proposed by Cllr Huntington, Seconded by Cllr Graves, all in favour.
- 3. Disclosure of Interests** – Councillors Thurgood and Burgess declared a non-pecuniary interest on agenda item 8.3.
- 4. Public Participation** – The two residents this evening came to discuss speeding in Dowsett Lane and setting up a Community Speed Watch Initiative.
- 5. Approval of Minutes dated the 11th January 2024** - Proposed as a true record by Cllr Huntington, Seconded Cllr Burgess.
- 6. Clerk and Councillors Report -**
 - 6.1** 5.1 – The Clerk reported that no date has yet been received when the automatic traffic counts will be carried out in Castledon Road and Heath Road.
 - 6.2** 5.3 – The Clerk reported she has not yet heard back from the Know Your Customer Team at Barclaycard,
 - 6.3** 5.4 – The Clerk confirmed she has received an email from Billericay Foodbank, acknowledging the recent donation made.
 - 6.4** 11 – The Clerk reported that both Councillor vacancies have been advertised and if there is no response from the Chief Executive at CCC by the 14th February 2024, the Parish council can then

advertise these positions under co-option procedures.

6.5 9 – Cllr Thurgood updated members on reported highway issues. The Clerk to contact Beauvoir to ensure they reinstate their fence in Crowsheath Lane and cut back their hedge.

7. Planning -

7.1 24/00045/FUL – Willow Trees, Mill Lane, Ramsden Heath – Single storey rear extension and open canopy over street entrance door. Alterations to fenestration – No comment.

7.2 24/00062/FUL – Crowsheath Farm, Hawkswood Road, Downham – Retrospective planning to retain site access, wall and parking area – Object, The gate which is built into the wall should be kept unlocked always, due to public rights of way access.

7.3 24/00067/FUL – Thatched Cottage, Dowsett Lane, Ramsden Heath – Demolition of existing conservatory & construction of single storey rear extension. Internal alterations and changes to fenestration – No comment.

7.4 To discuss any planning applications received between the date of this notice and the 8th February 2024 – None.

8. Finance

8.1 Authority and ratification of online payments, cheques, Direct Debits and Barclaycard payments - Proposed by Cllr Whitehead, Seconded Cllr Elms. *Payment made under Section 137

CHEQUES

105356	Petty Cash	£	41.23
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RATIFY ONLINE PAYMENTS

R Thomason	Salary	£	
HMRC	Tax	£	
J Moule	Salary	£	
HMRC	Tax & NI	£	
HMRC	NI	£	
Essex Pension Fund	Pension	£	
Essex Pension Fund	Pension	£	
P James	Maintenance	£	
A Moule	Maintenance	£	
M Linwood	Admin Assistance	£	
AAC Essex Ltd	S/Pav Cleaning	£	252.00

DIRECT DEBITS

Onecom	S/Pav phone	£ 29.75
EE	Mobile Phone	£ 14.88
BT	Office line rental	£ 58.98

BARCLAYCARD

Adobe	Monthly Subscription	£ 16.64
Amazon	CCTV Monitor	£ 136.61
Cartridge People	Cartridges	£ 64.89
Tesco/Sainsbury	Christmas Gratuities*	£ 175.00
Terry Bookers	Toilet seat S/Pav	£ 36.00
Amazon	Toilet rolls S/Pav	£ 26.97
Hermes	Courier Fee	£ 14.23
Amazon	Printer part	£ 103.58
Amazon	Black sacks	£ 11.95
Amazon	Office Chair	£ 80.42
Amazon	Wall Planner	£ 7.95

TOTAL £ 674.24

TODAY'S ONLINE PAYMENTS

Ernest Doe & Sons	Machinery Sleeves	£ 23.76
Enhanced Security	S/Pav alarm repair	£ 112.53
J Sewell	Flail hedge cutting	£ 200.00

8.2 31st January 2024 Month End Accounts – There were no questions.

8.3 Emergency £3000 donation request from South

Hanningfield Parish Allotments to have work carried out on three oak trees – The Clerk reported that after holding fees and key deposits, there was insufficient funds to pay for the tree work. Cllr Whitehead proposed a £3000 donation be made, seconded Cllr Elms.

8.4 Asset Register review – update from Councillor

Whitehead – Cllr Whitehead reported that it is a requirement to have all parish assets valued for re-instatement value, sadly for decades we have insured our assets as per insurance company valuation recommendations. Members were in full agreement to obtain re-instatement valuations for our major assets. Cllr Elms will make enquiries.

8.5 Standing Orders update from Councillor Vallis –

Members discussed the recommendations made by the working Party. Due to some issues raised, Cllr Vallis will make the

required amendments and will circulate these before the next meeting.

9. Discuss and agree whether to advertise for Community Speed

Watch Volunteers – Members agreed for this to be advertised on the Parish Council face book page.

10. Councillor Thurgood to report on the recent bus survey results –

Sadly ECC in their wisdom have decided to cut both the 256 and 552 services into Billericay. They are subsidising every passenger by £14.24 and £16.67. Cllr Thurgood has a meeting with Transport Services on the 28th February 2024, so he will report back at our next meeting.

11. Update from Councillor Whitehead regarding topics for the 2024

Annual Parish Meeting – Councillor Whitehead suggested that Malcolm Noble speaks about Shire Hall. Members preferred that the Guest Speaker reports on Hylands House. The Clerk will contact Mr Noble and report back at our next meeting.

12. Matters for Information –

12.1 Cllr Thurgood reported that Short Lane will be closed for 3 days From the 28th February 2024 for resurfacing works to be carried out.

12.2 Cllr Burgess reported there was more fly tipping in Crowsheath Lane.

12.3 The Clerk reported that the Essex Rural Policing Team had seized Two quadbikes from the Traveller Site in Runwell, following the recent incident at the Sports Field.

13. Date of Next Meeting – Thursday 14th March 2024 commencing 7.45pm in Ramsden Heath Village Hall.

There being no further business, the meeting closed at 9.13pm.

Approved as a true record.

Signed.....dated.....

