

CANEWDON PARISH COUNCIL



Clerk to the CPC: Mrs Kelly Holland
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Minutes of the Parish Council Budget and Precept Meeting held in the Trust House on Tuesday 16th November 2010 at 7.00pm.

Present:	<u>Chairman</u>	Cllr. N. Wallace	
	<u>Vice Chairman</u>	Cllr. L. Van Houten	
	<u>Councillors</u>	Cllr. R. Kirton	Cllr. J. Smith
		Cllr. E. Toleman	
	<u>Members of press and public</u>	None	

10/168 Apologies for Absence

Apologies were received from the Cllr. M. Thorne.

RESOLVED that the apologies be accepted.

10/169 Declaration of interests

Cllr. R. Kirton declared a personal interest in item 10/173 as he is an allotment tenant.
Cllr. E. Toleman declared a personal interest in item 10/173 as he is an allotment tenant.
Cllr. J. Smith declared a personal interest in items 10/171 and 10/180 as she is a member of the Canewdon Community Association and Village Hall Management Committee.

10/170 Public participation session

None present.

10/171 Finance 2010/11

The Clerk advised that the Canewdon Community Association were arranging the Canewdon Christmas card, the Parish Council had contributed to the Canewdon Christmas Card in the past. Cllr. J. Smith abstained from the vote of this item.

The Clerk requested permission to attend three training sessions in February and March of 2011. Current available budget was £315.00. As the Clerk is Clerk to both Canewdon and Ashingdon Parish Councils, members asked the Clerk to approach Ashingdon Parish Council to contribute 50% towards the training with Canewdon Parish Council contributing the other 50%.

Cllr. R. Kirton requested permission to attend the Allotment training held in March 2011.

RESOLVED that

- (a) The Parish Council contribute £30 towards the Canewdon Christmas card;
- (b) The following training points be approved:
 - (i) agreement in principle be given to the Clerk to attend three training sessions in February and March 2011;
 - (ii) the Clerk obtain agreement from Ashingdon Parish Council to contribute 50% towards the cost of the trainings;
 - (iii) the Clerks training for February and March 2011 be deferred to the next meeting of the Parish Council on 1st December;

- (iv) Cllr. R. Kirton be authorised to attend the Allotment training held by the Essex Association of Local Councils in March 2011.

10/172

Planning:

RESOLVED that the District Council be informed of the comments as set out below the following applications:-

Application No: 10/00680/FUL
 Proposal: Construct pair of recessed wooden entrance gates
 Location: Gardiners Farm, Gardiners Lane

Support

10/173

Allotment Gardens

Cllr. R. Kirton advised that the prices for CCTV cameras varied, the cheapest being £70 each.

The lock at the Anchor Lane entrance to the allotment gardens had been broken again. Another lock was needed, it was noted that the current lock may still be under guarantee. Members requested the Clerk pass the original receipt to Cllr. R. Kirton to ascertain whether the lock can be replaced under the guarantee.

RESOLVED that Cllr. R. Kirton will attempt to get a replacement lock from the supplier, if this is not possible, Cllr. R. Kirton be authorised to purchase a new lock.

10/174

Parish Council Assets

Members discussed the assets and believed that no work was required at present. It was suggested that members should visit the assets in the summer to ascertain whether any works are required in preparation for the budget and precept meeting in November 2011. This would include the allotment gardens.

RESOLVED that

- (a) no work is required to the assets at present;
- (b) a date be set in the summer to review the assets and allotment gardens.

10/175

Training

Members received the training schedule for 2011 provided by the Essex Association of Local Councils. Chairman, N. Wallace requested permission to attend Chairman's Day 1 and 3, he had already completed Chairman's Day 2.

The Clerk requested permission to attend the training on Freedom of information and data protection, planning and funding.

Members asked the Clerk to approach Ashingdon Parish Council to contribute 50% towards the training with Canewdon Parish Council contributing the other 50%.

Due to the upcoming elections in May 2011, the Clerk suggested that Joy Darby of the Essex Association deliver an in house training session for any new Councillors.

RESOLVED that

- (a) agreement in principle be given to the Clerk to attend the training sessions in May, October and November 2011;
- (b) the Clerk obtain agreement from Ashingdon Parish Council to contribute 50% towards the cost of the trainings;
- (c) the Clerks training be deferred to the next meeting of the Parish Council on 1st December 2010;
- (d) Chairman, N. Wallace be authorised to attend Chairman's day 1 and 3;

(e) a short course be provided by Joy Darby be approved for after the elections.

10/176 Member Allowances

Members agreed that there is no need for allowances as expenses were reimbursed.

10/177 Parish Clerk – job evaluation

Chairman, N. Wallace advised the Parish Council that the personnel committee had met with the Clerk and evaluated the role of the Parish Clerk. The process would need to be carried out every two years unless any significant changes occurred in the interim.

The recommendation to Full Council was that the position be amended to Local Council 2 (LC2) below substantive range, spinal column points (SCP) 26 – 29.

It was also recommended that the current Clerk be placed at spinal point 28 due to experience and qualifications.

RESOLVED that

- (a) The role of Parish Clerk be placed as LC2, SCP 26 – 29;
- (b) The current Clerk, Kelly Holland, be placed at SCP 28 with effect 1st April 2011.

10/178 Donation to the Citizens Advice Bureau.

It was noted that the bureau was requesting financial assistance due to funding cuts. Members believed it was a beneficial service used by a large amount of residents and was there for everyone in the parish to use.

RESOLVED that the Parish Council donate £50 to the Citizens Advice Bureau.

10/179 Events

The Clerk advised that, from attending training sessions, it was apparent that many Parish Councils arrange events for their communities to help raise the profile of the Parish Council. In some cases, parishioners were waiting to join the Parish Council.

The Clerk proposed that events such as Easter egg hunts, Halloween and Christmas parties, Canewdon in Bloom could be arranged.

Members believed that enough events were provided by the School and the Community Association. However, it was suggested that Councillor surgeries be arranged in the run up to the elections to encourage residents to find out what is involved with being a Councillor.

RESOLVED that Councillor surgeries be arranged for early in the new year.

10/180 Budget and precept for 2011/12

Members reviewed and amended the budget report for 2011/12.

RESOLVED that a precept of £29,627 be levied.

10/181 Date of next Meeting

The next Parish Council Meeting is on Wed. 1st DECEMBER 2010 at 7.40pm.

The meeting was closed at 8.45pm

Chairman's Signature



Dated

1st December 2010