

CANEWDON PARISH COUNCIL



Clerk to the CPC: Mrs Kelly Holland
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Minutes of the Parish Council Meeting held at Canewdon Village Hall on Wednesday 5th December 2012 at 7.15pm.

Present: Chairman: Cllr. N. Wallace Vice Chairman: Cllr. L. Van Houten
Councillors: Cllr. C. Argent Cllr. J. Ince Cllr. R. Kirton
Cllr. C. Nicol Cllr. J. Smith Cllr. E. Toleman
Cllr. B. Wallace
Officers: Kelly Holland, Parish Clerk
Members of the public: None

12/177 Apologies for Absence

None.

12/178 Minutes

RESOLVED that

- (a) the minutes from the Parish Council meeting held on 7th November 2012 be approved as a correct record and signed by the Chairman;
- (b) the minutes from the Parish Council meeting held on 21st November 2012 be approved as a correct record and signed by the Chairman.

12/179 Progress Report

12/141 - Permission had been granted from the Conservation Officer at Essex County Council for the work to the lockup. Work would commence just before and after the Christmas period.

12/161 - Rochford District Council discussed the community right to bid at their meeting at the end of November. Once procedures had been agreed, the list could be submitted.

12/162 – A meeting had been arranged with Rochford District Council and Great Wakering Primary School.

The Clerk had passed the Level 2 Award in Principles of Risk Assessment from the Chartered Institute of Environmental Health.

12/180 Declaration of interests and dispensations

Cllr. C. Argent declared a personal interest in item 12/187 as he was an allotment tenant;
Cllr. R. Kirton declared a personal interest in item 12/187 as he was an allotment tenant;
Cllr. E. Toleman declared a personal interest in item 12/187 as he was an allotment tenant.

12/181 Public participation session

None present.

12/182 District Councillor's report

No report was received.

12/183 Finance

The list of payments due to be paid was received along with the bank reconciliation for November 2012.

Members considered paying staff wages via the bacs system, the quotation to repair the panels in the teen shelter and a quotation to install a litter bin next to the Jubilee bench.

RESOLVED that

- (a) the following payments be approved and cheque signed:

- (b) the bank reconciliation figures for November 2012 be approved and accepted;
- (c) the wages company be authorised to pay staff wages via the bacs system at a cost of £5.00 per month, thus amending the monthly charge to £23.50 plus VAT;
- (d) all staff expenses be paid via cheque once approval has been sought at the next Parish Council meeting;

Mrs K Holland	101414	£958.18
Acumen Wages	101415	£22.20
A & J Lighting Solutions	101416	£211.50
EALC	101417	£37.50
Viking Direct	101418	£19.64
DSG Retail	direct debit	£11.00
EDF Energy	direct debit	£342.03

- (e) an insurance claim be made for the repairs to the teen shelter once the vandalism had been reported to the Police;
- (f) the Clerk request a litter bin next to the Jubilee bench from Rochford District Council.

12/184 Planning

RESOLVED that the list of applications determined by the District Council in November 2012 be noted.

12/185 Emergency Planning

Members considered what items should be included in the emergency box along with the possibility of arranging an emergency planning exercise.

RESOLVED that the item be deferred to the next meeting of the Parish Council.

12/186 **Salt Strategy**

Following an article in the Broomstick, two residents had offered to clear snow and spread salt in part of the High Street.

All volunteers had received their salt delivery though some needed replenishing.

RESOLVED that the salt strategy for 2012/13 be approved and adopted.

12/187 **Allotments**

A report was received along with a complaint regarding a shed.

RESOLVED that the Clerk write to the complainant apologising and advising that new procedures had been put in place to prevent the problem happening again.

12/188 **Future Parish Council meetings and events**

The next Parish Council Meeting will be held on Wednesday 2nd January 2013 at 7.15pm in the Village Hall.

The next meeting of the planning committee will be held on Wednesday 19th December 2012 in the Trust House at 7.00pm, providing there are planning applications that need to be considered.

The meeting was closed at 8.00pm

Chairman's Signature

Dated

2nd January 2013