

# 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 2<sup>nd</sup> January 2013 at 7.15pm.

**Present:** Chairman: Cllr. N. Wallace Vice Chairman: Cllr. L. Van Houten  
Councillors: Cllr. C. Argent Cllr. C. Nicol Cllr. J. Smith  
Cllr. E. Toleman  
Officers: Kelly Holland, Parish Clerk  
Members of the public: One

### 12/189 Apologies for Absence

Apologies for absence were received from Cllrs. J. Ince and R. Kirton. No apologies were received from Cllr. B. Wallace.

**RESOLVED** that the apologies be accepted.

### 12/190 Minutes

**RESOLVED** that the minutes from the Parish Council meeting held on 5<sup>th</sup> December 2012 be approved as a correct record and signed by the Chairman.

### 12/191 Progress Report

12/183(f) – Rochford District Council would look at the site and decide whether they will install a litter bin.

### 12/192 Declaration of interests and dispensations

Cllr. C. Argent declared a personal interest in item 12/200 as he was an allotment tenant;  
Cllr. C. Nicol declared a personal interest in item 12/198 as she was a member of the PCC;  
Cllr. J. Smith declared a personal interest in item 12/198 as she was a member of the PCC;  
Cllr. E. Toleman declared a personal interest in item 12/200 as he was an allotment tenant.

### 12/193 Public participation session

A member of the public mentioned future development within the village along with overhanging vegetation in the parish, particularly in Lark Hill Road.

### 12/194 District Councillor's report

No report was received.

### 12/195 Finance

The list of payments due to be paid was received along with the bank reconciliation for December 2012 and the quarterly financial report.

Members considered the proposed precept for 2013/14 of £30,958. Following the localisation of the Council Tax Support Scheme, amendments had been made to the Council Tax base.

The District Council would receive a grant from central Government and a proportion of this grant would be passed to the Parish Council, local councils were to deduct this grant from its required precept amount to identify the amount of income required from the council tax. The grant for 2013/14 for Canewdon would be £3,045. This equates to a precept of £27,913.

The figures had been calculated by Rochford District Council and the tax base had been amended accordingly. This meant that the proposed precept of £27,913 would represent a 6.2% increase compared to 2012/13. Members were advised that if the precept remained as the 2012/13 amount of £26,582, this would represent an increase of 1.32% because of the amendments to the tax base.

Further to minute 12/183(d), members were advised that the payment of staff wages via the bacs system would cost £350.00 to set up and then an annual fee of £60.00 plus a monthly fee of £6.00.

Quotations were considered to lease a laptop.

**RESOLVED** that

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

Mrs K Holland	101419	£930.58
Acumen Wages	101420	£22.20
HMRC	101421	£459.12
Viking Direct	101422	£190.76
DSG Retail	direct debit	£11.00
EDF Energy	direct debit	£342.03

- (b) the bank reconciliation figures for December 2012 be approved and accepted;
- (c) the quarterly financial report be approved;
- (d) a precept of £27,913.00 be levied for 2013/14 with £3,045 being received from Rochford District Council;
- (e) the decision to pay wages via the bacs system (minute 12/183(d)) be rescinded as agreed by the following members:
- |                  |                     |                  |
|------------------|---------------------|------------------|
| Cllr. C. Argent  | Cllr. C. Nicol      | Cllr. J. Smith   |
| Cllr. E. Toleman | Cllr. L. Van Houten | Cllr. N. Wallace |
- (f) staff wages are paid via internet/telephone banking to be undertaken Cllr. N. Wallace;
- (g) Cllr. N. Wallace investigate leasing a computer and bring his findings to the next meeting of the Parish Council.

12/196

**Planning**

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

12/197

**Canewdon Community Association**

Members considered the email from the secretary requesting use of the equipment that the Parish Council plan to purchase in 2013/14 to cut the grass at the village hall.

**RESOLVED** that the Parish Council do not give permission for the equipment to be used by the Canewdon Community Association as it would not be adequate for the task.

**12/198**      **Consultations**

Members considered the Allocations Submission Document from Rochford District Council along with the proposal to relocate phlebotomy and pathology services from Southend Hospital to Bedford.

**RESOLVED** that

- (a) the Parish Council make the following comments to Rochford District Council regarding the Allocations Submission Document:

*The Parish Council is disappointed that, following consultation with parishioners in 2010 as to their preferred site for development, these views have not been considered by the District Council.*

*Members strongly object to development west of Church Road as it considers that there would not be a defensive Green Belt boundary which could then lead to further development in the future. Members felt that Anchor Lane and Church Road provide a strong defensible boundary and that development should be restricted to the east of Church Road.*

*Concerns were raised regarding the highway capacity throughout the whole district if all the proposed development was to be undertaken. Members felt that the highway network was working at full capacity at present and that future development could bring the district to a standstill.*

- (b) members object to the proposals to relocate both phlebotomy and pathology services to Bedford and that the views already submitted by Cllr. L. Van Houten be submitted by the Parish Council.

**12/199**      **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

- (a) the Parish Council purchase ten high visibility vests to be kept with the emergency box;  
 (b) the plan be approved and adopted;  
 (c) the emergency planning exercise be deferred to the next meeting of the Parish Council.

**12/200**      **Allotments**

A report was received.

**12/201**      **EALC Notifications**

Members received a list of training courses being held, the Clerk requested permission to attend the pensions workshop, allotments day and funding workshop. Cllr. R. Kirton had previously requested permission to attend the allotment day.

**RESOLVED** that the training for the Clerk and Cllr. R. Kirton be approved.

**12/202**      **Future Parish Council meetings and events**

The next Parish Council Meeting will be held on Wednesday 6<sup>th</sup> February 2013 at 7.15pm in the Village Hall.

**Meeting held on 2nd January 2013**

The next meeting of the planning committee will be held on Wednesday 16<sup>th</sup> January 2013 in the Trust House at 7.00pm, providing there are planning applications that need to be considered.

There will be a Councillor Surgery at 7.30pm on Wednesday 16<sup>th</sup> January 2013 in the Trust House at 7.30pm.

The meeting was closed at 8.27pm

Chairman's Signature

Dated

6<sup>th</sup> February 2013