

# CANEWDON PARISH COUNCIL



Clerk to the CPC: Mrs Kelly Holland  
33 Rowan Way  
Canewdon  
Essex  
SS4 3PD

Tel: 07596 747873  
Email: canewdonpc@outlook.com

## Minutes of the budget meeting held in the Trust House on Wednesday 21<sup>st</sup> November 2018 at 7.00pm.

**Present:** Chairman: Cllr. L. Van Houten Vice Chairman: Cllr. J. Craven  
Councillors: Cllr. J. Barwick Cllr. J. Byford Cllr. J. Hutchison  
Cllr. S. Kirton Cllr. C. Nicol Cllr. M. Sohail  
Officers: Kelly Holland, Parish Clerk  
Members of the public: None.

### 18/148 Apologies for Absence

Apologies were received from Cllr. J. Smith.

**RESOLVED** that the apologies be accepted.

### 18/149 Declaration of interests and dispensations

Cllr. J. Byford declared a pecuniary interest in item 7(d) as his wife was an allotment tenant, he left the meeting for the discussion and decision of that item.

Cllr. J. Hutchison declared a non-pecuniary interest in item 5(c) as she was a member of the Canewdon Community Association Management Committee.

Cllr. S. Kirton declared a pecuniary interest in item 7(d) as she was an allotment tenant, she left the meeting for the discussion and decision of that item.

Cllr. C. Nicol declared a non-pecuniary interest in item 5(c) as she was a member of the Canewdon Community Association Management Committee.

*Cllr. J. Barwick arrived at the meeting, 7.14pm*

Cllr. J. Barwick declared a pecuniary interest in item 7(d) as her husband was an allotment tenant, she left the meeting for the discussion and decision of that item. She also declared a non-pecuniary interest item 5(c) as she was a member of the Canewdon Community Association Management Committee.

### 18/150 Public participation session

None present.

### 18/151 Planning

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

- (i) Application No: 18/00898/FUL  
Proposal: Section 73 application to vary condition 2 attached to planning consent reference 17/00258/FUL to accommodate revisions to site layout (providing a rear access footpath to plots 12,13 and 14 and parking provision serving plots 3 and 4) and revisions to the design of plots 3, 4 5, 6,7,8 and 9  
Location: Birch Lodge, Anchor Lane

**No adverse comments**

*Cllr. J. Hutchison arrived at the meeting, 7.17pm*

- (ii) Application No: 18/01055/FUL  
Proposal: Single Storey Pitched Roof Front Extension  
Location: 5 Willow Walk

**No adverse comments so long as there are no objections from the neighbouring dwelling.**

**18/152 Finance 2018/19**

Consideration was given to making a donation to the Essex Air Ambulance and to the Canewdon Christmas card.

**RESOLVED** that

- (a) a donation of £200.00 be made to the Essex Air Ambulance;  
(b) a donation of £30.00 be made to the Canewdon Christmas Card.

**18/153 Training**

Members received the training schedule for 2018 provided by the Essex Association of Local Councils.

The Clerk requested permission to attend finance refresher training in 2019. She would complete the Foundation Degree in Community Governance at the end of 2018 and requested permission to continue with her studies for a further two years to achieve the BA Honours degree in Community Governance.

**RESOLVED** that

- (a) the Clerk be authorised to attend the finance training in 2019 and relevant HR and planning training as required;  
(b) the Parish Council fund the Clerk to complete the BA Honours Degree in Community Governance. The Parish Council require the Clerk to remain in the Parish Council's employ for two years after receiving the qualification. However, should extenuating circumstances arise, the Parish Council would reconsider the position.

**18/154 Budget for 2019/20**

Members considered the aspirations identified as part of the Neighbourhood Plan process and discussed if budget provision was required. The Parish Council had agreed to register an interest in the pilot devolution project from Essex Highways and were advised that they would be given £0.68 per resident based on 2011 data. This equated to £1,003.29 for the year of the project, further information was awaited from Essex Highways. Consideration was also given to the budget report for 2019/20 and to raising the allotment rent and water charges with effect from 1<sup>st</sup> January 2020.

**RESOLVED** that

- (a) a budget of £500.00 be created for planting at the verge by the village sign in Anchor Lane, at the village gateways in Anchor Lane and Lambourne Hall Road and at the village pond;  
(b) a budget of £2,000.00 be created for replacement railings at the village pond;  
(c) a budget of £1,500.00 be created for an area of remembrance and reflection within the village;  
(d) the allotment rents be increased to £20.00 and the water charges remain at £10.00 with effect from 1<sup>st</sup> January 2020;

*Cllrs. J. Barwick, J. Byford and S. Kirton left the meeting at 8.44pm for the discussion and decision of the allotment item and returned at 8.46pm*

- (e) a budget of £45,143 is required for 2019/20. Confirmation of the Local Council Tax Support Grant from Rochford District Council was expected late December 2018; the precept figure could not be calculated until this had been received. The precept figure for 2019/20 would be confirmed at the Parish Council meeting on 2<sup>nd</sup> January 2019.

**18/155**      **Reserves**

Members considered the general and earmarked reserves.

**RESOLVED** that the earmarked reserves be amended to the following:

IT Equipment	£500.00
Street Lighting Supply	£6000.00
Street Lighting Replacement	£3000.00
Elections	£1950.00
Allotments	£800.00
Footpaths	£1000.00
Village Repairs/Maintenance	£1000.00
Asset maintenance	£5000.00
Parish Poll	£1000.00
Village enhancement	£1000.00

**18/156**      **Future Parish Council meetings and events**

The next Parish Council Meeting is on Wednesday 5<sup>th</sup> December 2018 at 7.15pm in the Trust House.

The meeting was closed at 8.49pm

Chairman's Signature

Dated  
5<sup>th</sup> December 2018