



## Minutes of Reach Parish Council meeting held on; Wednesday 6<sup>th</sup> January 2016.

### Attendance

Charlotte Cane	Chair	Present
Michael Aves	Vice Chair	Present
Hannah Baldwin	Councillor	Present
Steve Boreham	Councillor	Present
Hilary Fielding	Councillor	Present
David Thomas	Councillor	Present
Diana Ward	Councillor	Present
Susan Bailey	Clerk	Present
Allen Alderson	District Councillor	Present
David Brown	County Councillor	Not Present

### 1. Forum for members of the public

There were none.

### 2. Declarations of Interest

There were none.

### 3. Insurance discussion

Although the insurance company representative was unable to attend, a discussion took place with regard to the PC insurance.

Following an onsite meeting the underwriters had decided that the horse riding area on the 24Acres could not be covered under the PC insurance. Should the plan for the area be changed the decision could be reassessed.

**Councillor Fielding** to discuss with the riding group.

Again during the onsite meeting, the PC was advised to have the War memorial revalued for insurance purposes. **Clerk** to arrange this.

The PC has been provided with example log sheets, and risk assessments which are very helpful. **Councillor Boreham** to produce a log sheet of the trees in the village, that are owned by the PC. **Clerk** to check how often these need to be checked.

The playground will be inspected weekly by **Councillor Baldwin** and an inspection tick sheet completed.

**Councillor Baldwin and the Clerk** to meet to establish a risk assessment form for the playground. **Councillor Baldwin** will also produce and laminate an A4 sign for the playground with details of contacts etc.

The village open areas will need a 6 monthly report. This will be established during a village walk in February.

**Clerk** to invite the insurance representative to the March meeting.

### 4. Minutes of Previous Meeting

The Minutes of the previous Parish Council meeting were signed as correct.

### 5 (1) Amenity Fund Committee

John Holmwood has resigned from this committee. Claire Halpin is now the independent member and Chair. Graham Radford is village center representative, with one more required. **Clerk and Councillor Ward** to meet to discuss the bank account signatories.

The purchase of two snow machines had been agreed.

### **5 (2) County Councillor's Report**

Full Council met in December. It was agreed to extend the leave of absence to 2 councillors, Read and van der Kerkhove, who have serious illnesses. Council agreed to alter the policy for staff appeals against dismissal so that they are heard by a director in future. Council also received the annual report of the audit and accounts committee. Three motions regarding: Trade Union arrangements; the operation of the Family Court; and a call to reverse cuts in funding for councils were debated and voted down.

Children and young people committee met, with the main agenda item being to consider the emerging proposals for savings. These will be considered further in January prior to forming part of the budget to be considered at Council in February. Among the key areas for consideration are home to school transport and the early help services.

The General Purposes Committee also met to give initial consideration to the announcement by the Chancellor of the Comprehensive Spending Review. The headlines indicate CCC will need to find an additional £11 million in savings from the assumed position before the CSR. Again, these will be discussed in more detail in January.

**Councillor Cane** to contact Councillor Brown to ask about the proposed cuts to six form students bus travel, as this may affect the number of users of the bus service and ultimately the service to Reach.

### **5 (3) District Councillor's Report**

On Jan 5<sup>th</sup> I attended the funeral of former County and District Councillor Philip Read. He joined ECDC in 1973 and served on the housing and environmental health committees and was chairman of the planning committee.

On Jan 7<sup>th</sup> I will attend the Full Council meeting. On Jan 13<sup>th</sup> I will attend the Commercial services Committee meeting. On Jan 9<sup>th</sup> I will attend an away day at the Racing School. This is an annual event the council's controlling group meet with the council's top officers to discuss our possible policies for the next year and what our corporate priorities should be.

### **5 (4) Financial Report**

The Parish Council remains in a financially stable situation.

£2354 of reclaimed VAT had been received.

A discussion took place regarding the cemetery fees and policies. **Clerk** to circulate the policy document to allow the councillor to decide whether any alterations are required.

### **5 (5) Parish Council Members Meetings**

There were none.

### **5 (6) Play Spaces**

The two small goal posts have been broken **Councillor Alderson** to ask and arrange for ECDC to remove these. These may be replaced in the future. A resident is keen to get involved with fund raising to upgrade the playground. A meeting will be arranged and **Councillor Baldwin** will report back on any progress.

### **5 (7) Rights of Way**

Some photos, of the poor state of the byways, had been received from a resident and forwarded to CCC. No response had yet been received. Complaints had been received with regard to unsightly rubbish near to the Lode **Councillor Ward** to investigate whether any authorities can ask for it to be removed although it is on private land.

### **5 (8) Village Centre**

No report received.

### **5 (9) 24Acres Committee Report**

Nick Acklam has produced a future plan for the woodland which will be distributed amongst the Councillors. The PC is very keen to establish a plan of action particularly for this year. **Clerk** to check whether, and obtain a copy of any orders placed for the proposed new planting in January.

The cricket club have obtained funding to connect up the water to the 24Acres site. They are in discussions with the landowner of the access road to allow this to take place.

## 5 (10) Friends of Reach Wood

Nothing to report.

## 6. Snow Machine Purchase

The Amenity Fund had agreed to purchase two snow machines for the use of the village. They had agreed that this money should be supplied to the Village center to make this purchase. The PC were in full agreement with this, as this facility will be in line with other village center activities & hire arrangements, and for insurance, storage and maintenance issues. **Councillor Cane** to inform David Parr.

## 7. Spending Protocol

It was felt that a simple spending protocol needed to be established to give groups within the village guidance on the requirements for spending money and placing orders on behalf of the PC.

‘All expenditure requires approval from the PC prior to any spend or order being placed. Two clear PC meetings are required to allow enough time for discussion, questions and a decision to be made. This procedure must be followed even for repeat events.

All orders are placed at your own risk unless prior approval is obtained.’

It was agreed that the Events team is not a part of the PC. The PC can hold events and ask groups to arrange these or give permission & support to groups wishing to hold events. These events will therefore be covered by the PC insurance.

## 8. Planning Applications

Councillor Baldwin declared an interest.

Planning application ref: 15/01528/ful was reviewed. PC had no comment to make.

## 10. Information Items/AOB

**Clerk** to ensure that all funding is received to cover the cost of the power on the green.

The exploding gas canister at the Christmas Eve event was discussed and Councillor Baldwin, on behalf of the Events team, stated that the canister had been faulty and that they were in discussions with the manufacturer; and that next year an electric heater would be used.

**Clerk** to chase payment for the Christmas tree.

## 11. Payments

Susan Bailey – clerk salary	£ 929.92
BHT Nurseries – Avenue of Limes	£ 360.60
Nick Acklam – Avenue of Limes sundries	£ 78.48
Simpsons – Christmas tree	£ 75.00
E.on – power on the green usage	£ 17.75

The date of the **next meeting** will be Wednesday 3<sup>rd</sup> February 2016 at 7.30pm. The Agenda for the meeting will be issued by the previous Wednesday and can be accessed from the Parish Council area of the Reach website ([www.reach-village.co.uk](http://www.reach-village.co.uk)).

Chairman:

Date: