

GREAT BENTLEY PARISH COUNCIL**Full Council Meeting March 2022**

The Minutes of the Full Council Meeting of Great Bentley Parish Council held on Thursday 3rd March 2022 at The Community Resource Centre Plough Road Great Bentley Colchester CO7 8LG commencing at 19.12 hours.

	<i>Reference Spending Powers: This Council has the General Power of Competence as set out in The Localism Act 2011 s1-8 (Minute no.10.18.144 confirms)</i>																
<u>PRESENT:</u>																	
<u>CHAIRMAN:</u>	Councillor Mrs P Dennitts - Present																
<u>COUNCILLORS:</u>	<table border="1"> <tr> <td>Councillor R. Adams</td> <td><i>Present</i></td> </tr> <tr> <td>Councillor L Edwards</td> <td><i>Present</i></td> </tr> <tr> <td>Councillor P. Harry;</td> <td><i>Present</i></td> </tr> <tr> <td>Councillor B Herbert</td> <td><i>Present</i></td> </tr> <tr> <td>Councillor K Plummer;</td> <td><i>Absent</i></td> </tr> <tr> <td>Councillor R Taylor</td> <td><i>Present</i></td> </tr> <tr> <td>Councillor G Wright</td> <td><i>Present</i></td> </tr> <tr> <td>Councillor A Clarke</td> <td><i>Present</i></td> </tr> </table>	Councillor R. Adams	<i>Present</i>	Councillor L Edwards	<i>Present</i>	Councillor P. Harry;	<i>Present</i>	Councillor B Herbert	<i>Present</i>	Councillor K Plummer;	<i>Absent</i>	Councillor R Taylor	<i>Present</i>	Councillor G Wright	<i>Present</i>	Councillor A Clarke	<i>Present</i>
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<u>CLERK TO THE COUNCIL:</u>	Mrs D Humphris																
<u>ALSO PRESENT:</u>	Essex County Councillor Alan Goggin Tendring District Councillor Mrs L McWilliams Seven members of the public.																

<u>MIN.NO.</u>	<u>DETAIL / DECISION</u>	<u>ACTION</u>
<u>03/22.212</u>	<u>APOLOGIES FOR ABSENCE.</u> RESOLVED: To accept apologies from Councillor Plummer	
<u>03/22.213</u>	<u>DECLARATIONS OF INTEREST:</u> Councillor Adams declared a personal non-pecuniary interest in the payments as he is related to Mr Dorling who undertakes work on behalf of the Parish Council. He declared a further interest as Trustee and Vice Chairman of the Village Hall Committee.	
<u>03/22.214</u>	<u>PUBLIC PARTICIPATION</u> None	
<u>03/22.215</u>	<u>MINUTES OF THE LAST MEETING (previously circulated)</u> RESOLVED (unanimously): that the minutes of the meeting held on 3 rd February 2022 (previously circulated) should be signed by the Chairman as a true record of the meeting.	
<u>03/22.216</u>	<u>MINUTES OF COMMITTEE MEETINGS (previously circulated)</u> a) The minutes of the Planning Committee meeting held on 3 rd February 2022 were received and acknowledged.	
<u>03/22.217</u>	<u>ANNUAL PARISH MEETING – ARRANGEMENTS FOR MEETING 12TH MAY 2022</u> Members reviewed a draft agenda with a booked speaker and proposed Pride of Great Bentley awards and confirmed their agreement. District Councillor McWilliams advised that she may not be able to attend.	

<u>03/22.218</u>	<p><u>REPORTS FROM COUNTY AND DISTRICT COUNCILLORS</u></p> <p>a) <u>County Councillor Alan Goggin</u> submitted a report which can be viewed at https://greatbentleyparishcouncil.co.uk/county-councillor-reports/.</p> <p>There was some discussion between a member of the public and Councillors/County Councillor relating to parking and the Clerk gave details of a previous response to residents advising them of the need to present ideas/support for solutions to parking for consideration by NEEPP (North East Essex Parking Partnership), which should include details of where existing parking could be re-sited.</p> <p>b) <u>District Councillor Lynda Mc Williams</u> submitted a report which can be viewed at: https://greatbentleyparishcouncil.co.uk/district-councillor-reports/</p> <p>She advised that due to problems with bin collections around The Path/pharmacy areas she has asked if TDC collections can be early in the morning before parked vehicles become a problem later in the day.</p>	
<u>03/22.219</u>	<p><u>COUNCIL REPORTS</u></p> <p>a) <u>Footpath report</u> (previously circulated) Noted.</p> <p>b) <u>Caretaker's report</u> (previously circulated) was noted.</p> <p>c) <u>PCSO crime report</u> (previously circulated) was noted.</p>	
<u>03/22.220</u>	<p><u>CLERK'S REPORT</u> (previously circulated) was noted with updates as follows:</p> <ul style="list-style-type: none"> - Current position re insurance claim - Details of Clerk's training booked - Receipt of malicious circular reported to Police - New litter bins delayed as TDC unable to get bins - Red and Green recycling boxes out of stock and TDC unable to get more - Annual Play Inspection booked with TDC - GDPR dispensation received from Village Magazine publishers 	
<u>03/22.221</u>	<p><u>MATTERS RELATING TO THE GREEN</u></p> <p><u>a) The Green Working Party</u></p> <p>Members noted the monthly report and points to be actioned as follows:</p> <p>i) <u>RESOLVED</u>: to accept £150 donation from the running club in respect of damage caused to The Green on recent half marathon event.</p> <p>ii) <u>RESOLVED</u>: to formally approve purchase of two tree missing from the Methodist Chapel area. It was noted that the invoice for the trees is on the payments list for approval.</p> <p>iii) <u>RESOLVED</u>: to approve the quote of £350 to remove two dead trees on The Green.</p> <p>iv) <u>RESOLVED</u>: to approve the quote of £100 to cut down overgrown bushes and elders against the wall at Mill House</p> <p><u>b) Requests to use The Green</u></p> <p><u>RESOLVED</u>: to approve the following request to use The Green:</p>	<p><i>Clerk: organise payment</i></p> <p><i>Clerk: liaise with contractor to complete work</i></p>

	<p>i) Great Bentley Carnival and Fete Association Saturday 25th June 2022.</p> <p>ii) Great Bentley Show Committee Saturday 3rd September 2022 (plus advertising boards on the Green)</p> <p><u>c) Cadent Gas Line</u> After much discussion and many unanswered questions being raised, it was RESOLVED: to invite Cadent Gas/ Dalcour McLaren to a future Council meeting to present full details of what was needed, to explain fully why this gas line must go across the Green and to answer all other outstanding questions before agreeing to sign any documents.</p>	<p>Clerk advise organisations accordingly</p> <p>Clerk: write to invite to meeting</p>
<u>03/22.222</u>	<p><u>HIGHWAYS AND TRANSPORT MATTERS:</u></p> <p><u>a) Transport Report</u> None this month</p> <p><u>b) Speed Indicator Devices</u> Members considered quotes from 3 different companies with various signs and capabilities and RESOLVED: to accept the quote from Coeval for £3100 which includes 4 mounting brackets and three spare batteries. Councillor Goggin advised that he still had available funding to go towards this spend.</p>	<p>Clerk: place order for SID</p>
<u>03/22.223</u>	<p><u>CAR PARK POTHoles</u> RESOLVED: to accept the quote from Livertons to fill in the potholes which would be completed at the same time as their usual springtime work on the Southside Track at a cost of £700.</p>	<p>Clerk: place order</p>
<u>03/22.224</u>	<p><u>FINANCE AND ACCOUNTS</u></p> <p><u>a) Bank signing arrangements</u> RESOLVED: to approve new bank signing arrangements as follows: Unity Trust Bank - all councillors to be signatories apart from Councillors Dennitts, Harry and Adams. All bank signatories to be given online access to approve payments and this task would then be circulated to different councillors month by month. Co-op Bank – all councillors to be signatories apart from Councillor Dennitts Harry and Adams. All bank signatories to be given online access to approve payments.</p>	<p>Clerk: organise new mandates/online banking authorisations</p>
	<p><u>b) Payments for March 2022</u> Members considered the payments list for March 2022 including monthly staff payments RESOLVED: to approve payments as per Appendix 'A' totalling £92411.61</p>	
	<p><u>c) Financial Report and Bank Reconciliation</u> Bank statements and Bank reconciliations up to 31st January 2022 had been previously circulated and were noted: Unity Trust £6988.20 Co-op Bank current account £104209.67 Co-op Bank deposit account £ 19661.84 The planned £30,000 transfer from Co-op Bank was amended to £85000 transferred to the Unity Trust Account to ensure sufficient funds held in that account for forthcoming months BACS payments and to try to ensure, as far as possible that neither account exceeded the bank deposit guarantee scheme. Funds received this month as follows</p>	

	VAT Refund for year 1 st April 2021 to 31 January 2022 £5159 – further amount re-claimed for February of £300.22 Essex County Council Verge and PROW cutting £2256 and £189.03	
<u>03/22.225</u>	<p><u>PUBLIC PARTICIPATION</u></p> <p>Councillor McWilliams advised that she supported the Council's cautious approach over the proposed gas pipe across The Green recognising that it was important to protect this land. She further advised that she was attending a Police Training event tomorrow. Councillor Goggin advised that Essex County Council are now using 'what3words' to identify the location of potholes.</p> <p>Concerns were raised about increased parking in Heckford's Road. Concerns were raised about the poor state of repair of the Doctor's surgery and the unkempt appearance of The Pharmacy, particularly with gravel in the road from the borders of the Pharmacy.</p> <p>The school clock is not showing the right time and the Chairman advised that efforts to organise a repair were in hand.</p> <p>It was noted that the half marathon was well marshalled except until after the event when traffic was free to drive away across parts of the Green. Councillor Clarke advised that she will liaise with the Running Club to put in place additional Marshalls to avoid this next year.</p> <p>Some damage from storm Eunice was mentioned.</p> <p>A request was made for supporting information provided to councillors prior to the meeting to be made available to the public and the Chairman advised that this was being considered with a view to being able to do this from April/May via the website.</p> <p>A resident noted that the proposed gas pipe is near to residential houses which might cause a problem.</p>	Action: Councillor Clarke.
<u>03/22.226</u>	<p><u>EXCLUSION OF THE PUBLIC AND PRESS</u></p> <p><u>RESOLVED:</u> that in accordance with the Public Bodies (Admission to Meetings) Act 1960 that the public and press be excluded due to the confidential nature of the business to be discussed.</p>	
<u>03/22.227</u>	<p><u>CAR PARK SECURITY</u></p> <p>Members discussed various options for the security of the Car Park and to deter fly-tippers and/or take action to prosecute continued offenders. It was noted that Police had been informed of paperwork found at the most recent incidence of fly-tipping. It was</p> <p><u>RESOLVED:</u> (unanimously) to cut back vegetation and install signage and cameras.</p>	Action: Councillor Harry/Clerk
<u>03/22.228</u>	<p><u>STAFF SALARY REVIEW</u></p> <p>Members noted the recently agreed 1.75% increase approved by NALC back dated to 1st April 2021 and noted that a payment would be due to the existing clerk backdated to start date of 1st August 2021 and previous clerk for her service between 1st April and leaving date.</p> <p><u>RESOLVED: (unanimously)</u> following successful completion of probationary period on 31st January 2022, increase of 2 points on NALC pay scale for The Clerk with effect from 1st March 2021.</p>	
<u>03/22.229</u>	<p><u>DATE AND TIME OF NEXT MEETING</u></p> <p>Thursday 7th April 2022 at Great Bentley Village Hall following the end of the Planning Meeting which commences at 7.00pm</p>	

	There being no further business the Chairman closed the meeting at 21.15 hours	
	Signed CHAIRMAN:	Date
	SIGNED BY CLLR P DENNITTS 24 TH MARCH 2022	

APPENDIX A - PAYMENTS LIST MARCH 2022

CO-OP BANK DIRECT DEBITS (MARCH)		
Verilocation	12	Tractor Tracker INV DATE 1 MAR
Talk Talk	44.33	March invoice
CO-OP BANK DEBIT CARD		
Veolia	100	removal of flytipping
Veolia	300	removal of flytipping
Udemy Training	63.96	office 365 training Teams Planner Sharepoint
FOR PAYMENT UNITY TRUST BACS March 2022		
Great Bentley Village Hall	27.2	Council meeting 3rd Mar
R McWilliams	69.24	Village Caretaker - Feb 2022
TMB	127.68	Monthly services
EALC (Training)	180	Allotments Training x 3 sessions
SLCC (Training)	54	Community Engagement Training
A&J Lighting	454.8	Street light repairs
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Original Landscape Design	140.4	2 X Trees as recommended by GWP
Great Bentley Parish Council Funds Transfer	85000	Transfer from Co-op Bank to Unity Trust Bank
Staff costs	5383.2	Mar salary and back pay to 1/4
TOTAL	92411.61	