

## **CLERK'S REPORT SINCE THE JANUARY MEETING.**

### **Tarecroft Wood.**

Email to ECC regarding the Chairman's visit on site on 5<sup>th</sup> January 2012.  
Corresponding with ECC regarding other considerations at Tarecroft Wood.  
Visited Tarecroft Wood to inspect the tree felling being undertaken by the ECC contractor, subsequent report to the Chairman who then emailed BDC requesting an urgent Tree Preservation Order for the wood. Item on the February Agenda.

### **VAS Church Road.**

In discussion with Solagen regarding the outstanding invoices due to be paid by ECC for the abortive visits by Solagen to erect the VAS. ECC's contractors failed to erect the post correctly (the post was bent) so that an abortive visit to affix the VAS was made by Solagen's engineer.

### **Play Area, Henry Dixon Road.**

Attending meeting with Mr. Brice on 17<sup>th</sup> January to outline the Council's proposals for the play area. Memo attached to your Agenda for February.

### **Essex County Fire & Rescue at Durwards Hall.**

Nothing to report.

### **Braintree District Highways Panel.**

Nothing to report.

### **Annual Parish Assembly.**

I have commenced compiling details for the APA and sending out requests for any Community Information to be with me by mid March.

### **Maintenance matters.**

I have trawled the internet for suitable planters and looked around in the local nurseries. I feel that the most suitable could well be a couple of half barrels from the Braintree Garden Centre (Wyevale) at a cost of just under £30.00 each. With two or three house bricks in the bottom and the topsoil on top they'd be too heavy for anyone to lift up and remove. Item on the February Agenda.

### **Training Courses.**

Details on the February Agenda.

### **Parish Council Website.**

Copies of the Council's Standing Orders, Financial Regulations, Freedom of Information Act New model Publication Scheme, Complaints Procedure and the revised Code of Conduct all included on the website.

### **Planning Matters.**

Communication to BDC re application 11/01620/ADV - Kelvedon Park.  
Receiving details of new planning applications and details of those granted or refused.

### **ECC & SBC Joint Waste Development Document.**

Compiling and sending the PC's detailed response to Essex County Council after consultation with the Chairman. Full response published on the PC's website.

**BDC's 'Allocations Development Plan Document'**

Exchanging correspondence with BDC as per the January minutes. All matters appear to be satisfactory.

Chairman reports that at their meeting on 24<sup>th</sup> January, BDC agreed all the PC's requests for the Allocations Document, although it still has to go to full Council.

**ECC Highways matters.**

Contacting ECC Highways again regarding the potholes in Rickstones Road (Minute 519) and a further reminder of the verge erosion at that same location. Verge erosion has been made worse by the need for traffic signals while repairs were undertaken to the electricity supply poles.

Pothole in Oak Road reported to ECC Highways and subsequently repaired.

**Finance.**

Accounts are up to date and reconciled to the Bank Statements.

**Archive Material.**

Various archive documents have been boxed and placed in one of the Council sheds.

**Meetings.**

Dealing with all matters relating to the arranging of Council meetings together with future bookings.

**Coffee Morning PC 'Surgery'.**

Attending this on a fairly regular basis along with Councillors.

**Liaison with Chairman.**

Liaison with the Chairman upon various items of correspondence, and planning applications.

Keith Taylor (Parish Clerk)  
31<sup>st</sup> January 2012.