

CLERK'S REPORT SINCE MARCH MEETING.

Insurance claim re Church Road VAS.

I have, once again, contacted ECC Highways and requested that they install a new post so that the VAS can be installed as quickly as possible.

Latest reply from ECC is that one of their Inspectors will investigate.

VAS, Henry Dixon Road.

VAS installed and operational.

I have written to our Insurance Company requesting the addition of this VAS and onto the schedule in the increased sum of £5,500 to cover both VAS and post.

New policy schedule has been received together with additional premium invoice.

Parish Council Elections.

Printing and erecting notices on behalf of BDC, also printing and distributing Nomination Packs on behalf of BDC.

Annual Parish Assembly.

Continued compilation of the Council's Annual Report (this may be ready for the April meeting); compiling the Community Information details and checking availability of invited speakers.

Local Development Framework.

As per Minute 425 (i), the appropriate documents were forwarded to BDC.

PAYE.

Setting up a new system in liaison with HMRC for commencement in April 2011.

Arranging to attend a Tax Workshop hosted by EALC on 8th April 2011.

Parish Council Website.

Documents forwarded for inclusion on Parish Council website are as up to date as possible.

ECC Highways.

Matters referred to Highways as per Minutes 424(iii)(iv)(v).

I have been in discussion with ECC Highways regarding these matters.

Potholes in Rickstones Road.

I have requested ECC Highways to repair these potholes as soon as possible.

A12 underpass at Henry Dixon Road.

Exchanging correspondence with the Highways Agency regarding the maintenance of the pump situated within the actual structure of the underpass.

Possible new footway to bus stops on Rickstones Road.

Contacted BDC as per Minute 413(vii).

Liaised with Kitty Barrett regarding funding from the Witham Local Committee.

There is a funding shortfall, which will be discussed at the April meeting.

I have made enquiries via EALC and BDVSA as to whether grants might be available to off-set the shortfall.

Salt Bin relocation.

Liaison with GreenfieldsCH and obtaining permission from ECC Highways for the relocation of the salt bin further onto the estate.

Matter now with GreenfieldsCH, which is undergoing a restructuring process so that local issues will be dealt with after May 2011 by the new Neighbourhood Co-ordinator for Rivenhall and Silver End, Lena Butcher.

ECC Minerals Development Document: Preferred Approach.

ECC has acknowledged receipt of the PC representation document.

Verge erosion in Rickstones Road.

Despite reminders I still await a reply/action from ECC Highways.

Electricity supply to Christmas Tree lights.

Invoice now received for payment at April meeting.

Planning Applications.

Comments/observation forwarded to BDC as per Minute 425.

Finance.

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

End of year accounts have been completed and will be subject to Internal Audit in April.

VAT return has been submitted to HMRC for the reimbursement of £812.75.

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)
29th March 2011.