

**RIVENHALL PARISH COUNCIL.**  
**MINUTES OF THE ANNUAL COUNCIL MEETING HELD ON 17<sup>TH</sup> MAY 2011.**

**Present:** Cllrs. Abbott, Bills, Brailey, Clark, Prime, Salmon and Wright.

**Also present:** The Parish Clerk and 1 member of the public.

**442.. Election of Chairman.**

**Proposed by Cllr. Wright, seconded by Cllr. Prime** that Cllr. Abbott be elected Chairman for the year 2011/2012.

This was **agreed unanimously** and Cllr. Abbott signed the Chairman's Acceptance of Office

**443.. Election of Vice-Chairman.**

**Proposed by Cllr. Prime, seconded by Cllr. Wright** that Cllr. Bills be elected Vice-Chairman for the year 2011/2012.

This was **agreed unanimously**.

**444... To receive any apologies for absence.**

There were no apologies received at this meeting.

**445.. Declarations of Interest relating to matters on the Agenda.**

There were no Declarations of Interest recorded.

**446.. To approve and sign the Minutes of the meeting held on 5<sup>th</sup> April 2011.**

The Minutes were **unanimously agreed** and then signed by the Chairman.

**447.. Public Forum for 10 minutes.**

The following matters were brought to the attention of Members:

- Dropped pram crossing in Rickstones Road just below Stoverns Hall Farm.
- Footway near Braintree direction bus stop in Rickstones Road.
- Further hypodermic needles located in Rectory Lane - Police informed.

**448.. To nominate Council representatives for outside bodies.**

The following nominations were **proposed by the Chairman, seconded by Cllr. Brailey and unanimously agreed:**

Rivenhall Playing Field Association - Cllr. Bills  
 Braintree Association of Local Councils - Cllr. Prime  
 Essex Association of Local Councils - Cllr. Prime  
 Passenger Transport Liaison Committee - Cllr. prime  
 Footpath Liaison - Cllr. Brailey  
 Tree Warden - Cllr. Clark  
 Emergency contact - Cllr. Wright  
 The Henry Dixon Hall Charity - Cllr. Clark  
 Traffic Liaison - Cllr. Abbott  
 GreenfieldsCH liaison - Cllr. Bills  
 Police liaison - Cllr. Bills

**449.. Matters for Discussion:**

i. Possible new footway across the Village Green towards Rickstones Road.

The Clerk reported that it does not appear that any grant funding will be forthcoming to cover the shortfall of £3,057.00 for this scheme.

BDC request and answer from the PC regarding the funding to cover this shortfall, as funding for their grant of £2,443.00 cannot be guaranteed after 31<sup>st</sup> May 2011.

**Proposed by Cllr. Prime, seconded by Cllr. Brailey and unanimously agreed** that the scheme be deferred for one year and for the Clerk to investigate other possible grant options.

- ii. Repair to fences etc Play Area Henry Dixon Road.  
A reply is still awaited from Mr. Shearman regarding a second quotation. Cllr. Clark will contact Mr. Shearman and the matter will be included on the Agenda for the next meeting.
- iii. HGV use of Oak Road/A12 junction.  
From recent correspondence it would appear that ECC Highways are amenable to a weight restriction in Henry Dixon and Oak Roads to stop HGVs from entering Oak Road to access the northbound A12 carriageway.  
**It was agreed** that the Clerk and Chairman write to all the residents of Rivenhall End to inform them that this matter will be further discussed at the June meeting and inviting them to attend.
- iv. Relocation of salt bin from Church Road & the re-alignment of the top of St. Mary's Road.  
The Clerk reported that both these outstanding projects have again been referred to GreenfieldsCH via their new Neighbourhood Co-ordinator Lena Butcher.  
Lena has indicated that GreenfieldsCH will prepare a concrete base for the relocated salt bin at the junction of St. Mary's Road and Tusser Close, it will be up to the PC to physically move the bin. The new salt bin at the entrance to the garages off Beech Road will be dealt with subsequent to the relocation of the existing bin.  
The Clerk will also write to a local resident in Oak Road regarding his offer to pay for a grit bin outside his property.
- v. Traffic control at the Railway Bridge, Oak Road.  
ECC Highways have replied as follows; "...we no longer operate on the basis of adding improvements or schemes on an ad hoc basis. Your request needs to be directed to the Highways Localism Panel for your area of consideration under the Localism Initiative."  
**It was agreed** that the Clerk write to the Highways Localism Panel accordingly.
- vi. General maintenance required in the Parish.  
The Clerk will request the Council's maintenance contractor to undertake the following:  
To clean the footway at the bus stop in Rickstones Road (item 447 above).  
To clean the A12 steps and slopes.  
Trim around Rickstones Road notice board.  
To inspect and clean the A12 bus shelters  
The footpath (no. 48) along Rivenhall Brook required strimming by ECC.  
Mr. Siggers to be requested to trim back the foliage north of the recycling site to give better vision to pedestrians wishing to cross the road.
- vii. Report by the Council's RPPFA representative.  
Cllr. Bills gave a brief but favourable report upon the ongoing work and finances of the RPPFA.
- viii. BALC - AGM on Thursday 2<sup>nd</sup> June 2011.  
Cllr. Prime indicated that he will attend this AGM.
- ix. EALC Training Courses:  
Councillor Training Day 1 (16<sup>th</sup> June) - No attendees  
Roles & Responsibilities (22<sup>nd</sup> June) - No attendees  
Budget & Precept (30<sup>th</sup> June) - No attendees

**450.. Planning Matters:****Applications:**

There were no planning applications to consider at this meeting.

**Planning Results:**

**11/00194/FUL:** Removal of condition 3 - The Matchyns, London Road.

Application granted.

**11/00217/FUL:** Construction of manege - Colemans Farm, Little Braxted Road.

Application granted.

**Planning Enforcement - Appleford Farm.**

The Chairman had reported to BDC a number of breaches in the planning conditions relative to this location.

BDC confirm that some enforcement action is being taken.

**Ongoing Planning Matters:**i. Local development Framework.

The Chairman together with Cllr. Wright will attend the first morning, 18<sup>th</sup> May 2011, and the Witham venue on 24<sup>th</sup> May 2011.

ii. Rivenhall Airfield.

There was nothing further to report on this topic.

iii. ECC Minerals & Waste Development Framework.

The Chairman together with Cllr, Wright attended the public exhibition by Golder Associates on 10<sup>th</sup> May 2011.

iv. New Rickstones Academy.

A meeting and site visit has been arranged during June 2011.

**451.. Correspondence received since the date of the Agenda.**

- \* ECC Highways report that the revised parking restrictions in Church Road now fall under the remit of the Highway Localism Panel and representations have to be made to the local members for appropriate funding. The Clerk will write accordingly.

**452.. Finance Matters:**i. To agree accounts for payment.

**Proposed by Cllr. Prime, seconded by Cllr. Wright and unanimously agreed** that the following accounts be paid. Cheques were then drawn accordingly.

757	Just Mowing	£104.10	Servicing mower.
758	Kempco Ltd	£84.80	Annual report etc.
759	Ann Clarke	£60.00	Internal Audit fee 2010/11.
760	Henry Dixon Hall Charity	£15.00	Hire of hall.
761	Aon Ltd	£1094.08	Insurance premium 2011/12
762	Cancer Research UK	£25.00	S137 Donation
763	K. P. Taylor	£238.98	Salary/expenses April
764	A Walsh	£349.07	Maintenance April

ii. To agree the final accounts for 2010/2011 and for the Chairman to sign the Annual Return.

The Internal Audit of the accounts for the year ended 31<sup>st</sup> March 2011 having been completed with no adverse comments, the Chairman signed the Council's Annual Return for the year. The Clerk reported that the Notice of External Audit had been displayed with effect from 6<sup>th</sup> May 2011 and that the External Audit had been called for 20<sup>th</sup> June 2011.

iii. To review the Clerk's salary and expenses.

**Proposed by Cllr. Prime, seconded by Cllr. Bills and unanimously agreed** that the Clerk be paid a salary of £3,182.40 per annum with effect from 1<sup>st</sup> April 2011, in accordance with the latest NALC agreed pay scales.

**Proposed by Cllr. Prime, seconded by Cllr. Clark and unanimously agreed** that the monthly amount paid to cover the use of his home as an office, including the use of his home telephone and computer be increased to £30.00 per month also with effect from 1<sup>st</sup> April 2011.

**453.. Information exchange and items for the next Agenda.**

- Vandalism to fence in Rickstones Road opposite the Industrial units.
- Pollarded trees opposite Fair-Rest, Braxted Road.
- Potholes under the Railway bridge, Oak Road - to be reported to ECC Highways.
- Handrail alongside the steps from St. Mary's Road up to the bungalows required repair - Clerk to report this to BDC.
- Streetlight near Railway bridge not working.
- Pothole in Rickstones Road, almost opposite number 303.
- Odourous emissions at bottom of Stoverns Hill, Rickstones Road.
- Passenger Transport meeting - Cllr. prime reported that route usage figures are commercially confidential, therefore, unavailable.
- Bus shelter grants now discontinued.
- Rubbish bins still remain in the stream behind the '8 Ball café' on the A12 - Chairman to report this to the Environment Agency.
- No action has been taken by ECC Highways regarding the verge erosion in Rickstones Road.
- HGV overnight parking at the A12 garage is not contravening planning conditions.

**454.. Dates of future Meetings:**

Tuesdays 7<sup>th</sup> June in The Henry Dixon Hall, and 5<sup>th</sup> July in Rivenhall Village Hall, both meetings commence promptly at 20.00 hours.

Items for the June meeting to the Clerk by 27<sup>th</sup> May at the latest.

**455.. Closure.**

The Chairman closed the meeting at 21.40 hours.

Signed: .....

Date: .....

CHAIRMAN