

## CLERK'S REPORT SINCE AUGUST MEETING.

### Insurance claim re Church Road VAS.

The correct post has now been erected, I personally measured the size of the post and confirmed this with Solagen.

I have requested Solagen to install the VAS as soon as possible.

### Play area in Henry Dixon Road.

Second letter to residents inviting them to the September meeting when a final decision will be taken regarding the future of this play area, printed and passed to Cllr. Clark for local delivery. I have now received four replies, one for the surrender of the lease, two for retention and improvement and one for simple retention and maintenance of the play area. *Item on the Agenda for the September meeting.*

### Central grassed area at top of St. Mary's Road.

A communication from GreenfieldsCH says that this area belongs to BDC and that the highway surrounding it is adopted by ECC, therefore, GreenfieldsCH is unable to undertake any environmental improvements to the site. *Item on the Agenda for September meeting.*

### Gate at entrance to Albert Moss Playing Field.

It is essential that some repairs are undertaken to this gate as it has become extremely difficult both to open and close it. The gate has been inspected by myself, Cllr. Bills and the Maintenance Contractor and Cllr. Bills has been asked to contact the Witham Blacksmith (who originally erected the gate) for his views and estimate for repair/improvement. *Item on the Agenda for the September meeting*

### Parish Council Website.

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

### Planning Matters.

Communication to BDC re applications 11/00915/FUL; 11/00887/Ful and 11/00987/FUI - Minute 483 - Applications.

Communication to ECC re application CC/BTE/114/10 & CC/BTE/114/10/LB - Minute 472 - Applications.

### ECC Minerals Plan.

Communication to ECC re application re Site A2 at Bradwell Quarry- Minute 483 - Ongoing Planning Matters (iii).

Further documents from ECC passed to the Chairman for perusal; observations to be with ECC by 26<sup>th</sup> August 2011. Comments emailed to ECC late on 26<sup>th</sup> August having previously requested their acceptance of these comments late on the due date or subsequent to the Bank Holiday weekend.

Arranging for Chairman plus Cllr. Wright to attend a Briefing Meeting at County Hall on 19<sup>th</sup> August 2011. Report at the September meeting.

Liaison with ECC re Drop-in Session to see revised plans for proposed minerals extraction in Rivenhall End together with the display of notices and entry on PC website. *Item on the agenda for the September meeting.*

**Travellers.**

Information received from BDC following the arrival of travellers on the grass area in Cut Throat Lane, Witham. This information disseminated to members via email with a copy on the PC website together with appropriate contact numbers.

**Jubilee Oaks.**

Further liaison with BDC regarding siting and supply of the Jubilee Oak tree to be planted in the village.

**Dog waste bins.**

Official order placed with Glasdon Ltd as per Minute 482(vi).  
Dog bins have been erected by the Maintenance Contractor.

**Potholes in Rickstones Road.**

Once again communicated with ECC Highways.

**Verge erosion in Rickstones Road.**

Further communication sent to ECC Highways as per Minute 471(vii).

**Maintenance matters.**

Requested Maintenance Contractor to undertake works specified at the July meeting.  
An inspection has revealed that the gate to the Albert Moss Playing Field requires urgent attention. Liaison with Cllr. Bills regarding action to be taken. *Item on the Agenda for the September meeting.*

**Finance.**

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

**September meeting.**

Liaison with Stephanie Bills regarding the Clerking of the September meeting in my absence.  
The minutes and correspondence I will organise upon my return just a few days subsequent to the meeting.

**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)  
30<sup>th</sup> August 2011.