

Minutes of the meeting of Earls Colne Parish Council

21st June 2023 in Council Chamber

Present: Cllr. T Calton (minute taker), Cllr K Kerslake, Cllr P Kerslake, Cllr N McKean, Cllr J Parrish, Cllr R Ranns, Cllr N Spelling(Chair), Cllr H Street.

Ms Dee Ellison as observer. Ms F Bowles and neighbour from General Public.

1) No apologies had been received

2) No declarations of interest were expressed

3)Public Participation Ms Bowles and her neighbour outlined their ongoing issues with ingress of golf balls into their properties and nearby community space and the damage it is causing. They highlighted the danger they and their children are at from the balls travelling at great speed and showed us their spread sheet of the damage so far. They understand that the PC can do little, but asked for our help in securing assurances and timelines from the Golf Club detailing what will be done and when. NS to follow up with Golf Club Management, and report back.

4) The minutes of the meeting on 17th May were approved unanimously as a correct record.

5) It was agreed to re-do the adverts for new councillors for the 3 casual vacancies, and to make a real push at the Four Colnes Show.

6) Finance

a) The invoices prepared for June were approved.

b) The Bank reconciliation for May '23 was approved

c) The FY22/23 has been signed off by the auditor and the AGAR is ready to submit. The council notes the report.

d) Cllr R Ranns was appointed as Acting Responsible Financial Officer . NS proposed and TC seconded. This was carried unanimously.

e) The council approved the 2021-2 governance statement for publication. NS proposed and TC seconded. This was carried unanimously.

f) The Council approved the 21/22 Financial statement for approval. NS proposed and TC seconded. This was carried unanimously.

g) The Council notes the 21/22 internal audit report

h) The council approved the 2022-3 annual return governance statement for publication. HS proposed and NMc seconded. This was carried unanimously.

i) The Council approved the 2022/23 annual return financial statement for publication

j) The council notes the internal audit report 22/23 and will establish a work programme to consider the recommendations.

k) The Council approved expenditure on an EALC Chairs Course of £285 +VAT and The Yellow Book,- £164

7) Update from ECC Councillor Not present.

8) Update from BDC Councillors Not present.

9) Planning There were no objections to any of the items listed except Willowbrook Farm, to which the council has objected in the past, and it was agreed to write to confirm that our initial objections still stand (TC/NS to action)

10) Electric charging point. Cllr Street reported that the lease with Allego for the two car park spaces has now been signed and that Allego will inform us of a work plan and timeline in the near future. Closure of the carpark may be necessary for safety reasons, but warning will be given.

11) Cala PoS. Forthwith to be known as Hobbs Way Open Space as it will no longer be owned by the developer. Cllr Calton reported that our solicitor, George French, had been instructed to start work on the legal transfer of the land to ECPC. The access gaps in the barrier are to be sorted by Cala, and the boundary marked.

12) Street Cleaning Agreement 23/24. It was agreed to continue the devolvement agreement with BDC and Cllr Calton would complete the return. ECPC to issue an invoice for £3195.71.

13) Boiler Replacement. It was agreed to get updated quotes and to look at alternative measures to heat the hall, and to look for available grants.

14) Appointment of Clerk. This is in progress and appointment to be finalised asap.

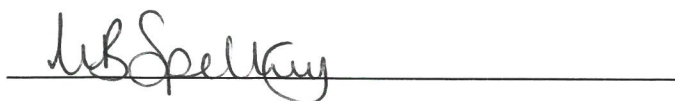
15) Cllr Spelling outline a positive meeting with representatives of the High Street businesses with a plan to collaborate more closely in future, with Christmas being a start. It was agreed to offer the village hall for a fundraising event free of charge.

16) It was agreed to approve the costs for the raised bed in the memorial garden of approx. £350. S106 funds to be acquired for the second bed next year.

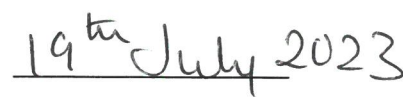
17) Community Workers/Village Environment Cllr Calton explained the pedestrian mower is on its last legs and approval was given to look into alternatives. The council unanimously agreed to try and go electric.

18) Museum Cllr Ranns reported that the owner of the building which houses the Earls Colne Museum wishes to sell it when the current lease is up in 2024. The fee he has proposed is £125k. The Council agreed we do not have the funds to buy it. Museum staff to be advised and other sources of finance sought. PC would need to ask the village for their views.

Meeting ended.



Chair



Date

**EARLS COLNE PARISH COUNCIL PAYMENT LIST
JUNE 23**

FOR APPROVAL AT 21ST JUNE 2023 PARISH COUNCIL MEETING

Payments made prior to meeting - May23

Payee	Details of Payment	Gross Amount	Payment Type	CASH BOOK
Anglian Water	Museum - 9/11/22 - 8/5/23	38.14	DD	May-23
AVS Fencing		125.96	DC	May-23
British Gas	Elect - Pubic Conv - 10/4/23 - 9/5/23	890.12	DD	May-23
British Gas	Gas - VH - 13/3/23 - 3/5/23	19.22	DD	May-23
Daisy Communications		49.00	DD	May-23
Defib World	Replacement Pads	141.99	DC	May-23
EC Museum	Blinds	78.00	BACS	May-23
EC Refillery	Public Conv - Cleaning	3.35	DC	May-23
SaveMoneyCutCarbon	VH - Cleaning/Janitorial	91.66	DC	May-23
Zoom	15/5/23 - 14/6/23	12.99	DC	May-23
Staff Costs	May23 - see separate schedule	1,697.11	BACS	May-23
Msft	MS 365 Business Standard - May 23	11.28	DC	May-23
Smart Office Solutions	Toner	15.54	DD	May-23
		3,120.72		

Payments made prior to meeting - June23

Payee	Details of Payment	Gross Amount	Payment Type	CASH BOOK
A&J Lighting	Monthly Maintenance - Street Lighti	42.60	DD	Jun-23
Amerio, Mia	VH Caretaker - 01/05/2023	1,095.00	BACS	Jun-23
British Gas	Elect - Museum - 14/4/23 - 15/5/23	351.69	DD	Jun-23
British Gas	Elect - VH - 14/4/23 - 14/5/23	701.42	DD	Jun-23
Braintree District Council	Store & Premises - Rates	67.00	DD	Jun-23
Braintree District Council		136.00	DD	Jun-23
Braintree District Council	Car Park & Premises - Rates	202.00	DD	Jun-23
Daisy Communications		48.35	DD	Jun-23
Datapartners	Domain name renewal	50.40	DD	Jun-23
Datapartners	Mailbox 1/6 - 30/6/23	74.89	DD	Jun-23
Grasshopper	Mower service	165.96	DC	Jun-23
Smart Office Solutions	Photocopier 23/4/23 - 22/5/23	106.17	DD	Jun-23
Zoom		12.99	DC	Jun-23
Zurich Insurance		4,245.21	BACS	Jun-23
		7,299.68		

Payments to be made after the meeting

Payee	Details of Payment	Gross Amount	Payment Type	CASH BOOK
Apogee	EV sign	72.00	BACS	Jun-23
BALC	Subscription 23/24	48.00	BACS	Jun-23
Beck Plumbing Services	VH general works - kitchen/toilets	369.07	BACS	Jun-23
Fork Andles	VH Janitorial supplies	10.46	BACS	Jun-23
JRB Enterprise	Dog bags	138.72	BACS	Jun-23
Meighan, Lorraine	VH June	521.25	BACS	Jun-23
Richard Fordham	Tree remediation	1,800.00	BACS	Jun-23
Siemens	Lease Rental & asset protection chg	426.93	DD	Jun-23
Siemens	Annual Service Fee	72.00	DD	Jun-23
Southern Electric	Street Lighting	115.49	DD	Jun-23
XGS	Alarm call out	108.00	BACS	Jun-23
Staff Costs	June23 - see separate schedule	2,032.69	BACS	Jun-23
Meighan, Lorraine	Petty cash/subsidary items/Amazon	63.62	BACS	Jun-23
Meighan, Lorraine	Petty cash/subsidary items/Amazon	62.39	BACS	Jun-23
		5,840.62		

13,140.30

1188
19/7/23