

Draft Minutes of Sible Hedingham Parish Council Meeting Held at the Village Hall, Parkfields, Sible Hedingham on Monday 14<sup>th</sup> December at 7.30pm

In the chair: Mr R Volkwyn

Present: Cllrs J. Fennelly, S. Glen, G. Jefferson, D. Holmes, S. Metson, B. Newman, T. Pitts-Webster, P. Sarel, J. Skittrall, J. Nicholson, L. Parkin, Mrs G McCoyd (Minute taker), and 7 members of the public.

Public Comment

No Public comment

193 Apologies for Absence

None

194 Co-option of new Councillor to fill casual vacancy

No-one has expressed an interest

195 Declaration of Acceptance of Office of new Councillor

N/A

196 To consider the amalgamation of the Transport and Highways Committee and the Recreation and Amenities Committee

Joy Darby had stated that SHPC had too many committees. Mr R Volkwyn proposed amalgamating these committees, Mr D Holmes seconded. The proposal was passed with a vote of 11-1

197 To fill the following vacancies following the resignation of Mrs G Massey

Finance and Funding: Mrs G Jefferson

Planning Committee: Mrs T Pitts-Webster

Recreation and Amenities: Ms S Glen

It was decided to leave Personnel and Interview Panel as they stand.

198 To re-appoint SHPC Press Officer

Mr D Holmes proposed Mr J Fennelly, Mr P Sarel seconded, all in favour

Ms S Glen queried that committee members may have specialist knowledge and Mr J Fennelly agreed he would ask those with expertise before responding to the press. It was proposed by Mr P Sarel and seconded by Mrs T Pitts-Webster that Cllr s

would refer the press to Mr J Fennelly and he would liaise with the Cllr's concerned.  
All in favour.

#### 199 Members declarations

There were no declarations

#### 200 To confirm the minutes of meeting held on 9<sup>th</sup> November 2015

The minutes of 9<sup>th</sup> November having been circulated, were taken as read and signed by the Chairman as a correct record.

#### 201 Matters arising from those minutes

Mr J Nicholson asked how customers would know the new bus times. Mr R Volkwyn responded in the Chair's Report.

#### 202 Chairman's Report

The bus company was re-printing the timetable and a leaflet would be put in Parish Magazines. The new times start 8<sup>th</sup> January, new notices are to be put in notice boards, the Press Officer is to inform the press and new timetables are to be put in the following bus shelters: Toppesfield, Great Yeldham and Sible. Darkins would also have a new timetable.

An Oak Tree has been planted in the Recreation Ground in remembrance of Denny Locke and Lime Trees have been planted in Greys Hall Meadow.

An order has been placed for new play equipment due to arrive in February, unfortunately there was no grant available to pay for it so SHPC will fund it.

The footpath by the Dr's has been cleared by Jane Richardson although it was not the responsibility of SHPC.

#### 203 Youth Council Report

Mr P Sarel reported that they were taking part in the Duke of Edinburgh award scheme and had provided a hamper for the elderly. Mr R Volkwyn suggested Forest Home and it was agreed that Mr J Fennelly would inform the press.

#### 204 County Councillor's Report

In the absence of Mr D.Finch no report was given.

#### 205 District Councillor's Reports

In the absence of District Councillors no report was given.

#### 206 To receive minutes of the Planning Committee meeting held 20<sup>th</sup> November 2015

The minutes having been circulated were accepted in lieu of a report

207 To receive the minutes of Recreation and Amenities Committee meeting held 27<sup>th</sup> November 2015

The minutes having been circulated were accepted in lieu of a report.

208 Update on the future of SH Post Office and Sorting Office

No further update

209 To receive report of Risk Assessment course held 3<sup>rd</sup> December 2015

Mr J Nicholson reported that every Parish should Risk Assess all duties and actions and produce a Health and Safety Plan to reduce significant risks. Manual handling/ladders/ equipment/ sole working/ cleaning equipment should all be risk assessed. It was proposed a working party consisting of Mr J Nicholson, Miss L Parkin, the clerk and either the Chair or Vice Chair be set up to look at Risk Assessment

210 To consider moving the kissing gate from FP52 to FP44

In the absence of Mr H Johnson this item was deferred

211 To consider the future of the Nat West Bank building on the old Premdor site

There was 20,000 106 monies to renovate the building but due to the extremely dilapidated condition of the building Mr R Volkwyn stated that it would be money wasted. The money would be better renegotiated and spent elsewhere in the village. All were in favour of not spending the money. Ms S Glen said it was the smallest bank in Essex and a record should be kept. Mr S Metson suggested a bird box with a plaque.

212 Correspondence and emails

This would no longer be an agenda item

213 Accounts for payment

The accounts listed in Appendix 1 were presented for payment.

It was proposed by Mr D Holmes, seconded by Mr J Fennelly and carried that the accounts be paid.

214 Any other business

Ms S Glen reported that parking on Yeldham Road was no longer allowed, residents were happy to park in their front gardens but they had no access. The clerk was asked to ask highways for advice.

Mr J Fennelly reported that a disabled lady had fallen into the road outside the Second Hand shop in Swan Street because the owners possessions were over crowding the pathway. The clerk was asked to email highways for advice.

Mr R Volkwyn wished everyone a Happy Christmas. He declared the private session was not required and stated that the working party recommended a 5 year lease with a review after 3 years for the PC Office. All in favour.

Mr R Volkwyn recommended that a panic and intruder alarm be fitted to the PC office and other internal improvements be made. The office furniture needed an upgrade, a laminator and shredder were to be purchased. All in favour.

The meeting closed at 8.35pm