



W E S T B E R G H O L T P A R I S H C O U N C I L

Minutes of the Parish Council Meeting
Meeting held in the John Lampon Hall on 28th April 2010

Chair John Gili-Ross
Parish Councillors Present Sally Butcher, Jenny Church, Bernard Colbron, Sue Day, Andrew Savage, David Short, Peter Sleigh, Chris Stevenson
Parish Clerk Val Walsom
Borough Councillors Present:

- 1 **Apologies for Absence** Apologies were received from Harry Stone.
- 2 **Declaration of Interest** There were no declarations of interest.
- 3 **Minutes** Minutes of the meeting held on 24th March 2010 were approved with no amendments.
- 4 **Organisation of the Committees** Parish Council members for the reorganised committees were agreed as follows:
 Finance and Policy Advisory -
 John Gili-Ross, Andrew Savage, Chris Stevenson

 Environment and Highways -
 Sally Butcher, Jenny Church, Sue Day, David Short, Harry Stone

 Planning and Development -
 Andrew Savage, Peter Sleigh, Chris Stevenson, Bob Tyrrell

 Premises and Recreation -
 Sally Butcher, Jenny Church, Bernard Colbron, Sue Day, Harry Stone

 Harry Stone's sub-committee positions to be confirmed at the next meeting.

 Additional Duties:
 John Gili-Ross - NAP, CALC, EALC, Relief in Sickness, 20mph T & F Group, Essex Affordable Housing
 Jenny Church - Footpaths Officer
 David Short - Tree Preservation Orders
 Chris Stevenson - Parish Plan
- 5 **Progress Reports for Information** EALC - Health and Safety Course, 22/06/10 - Rob Hicks will be offered Health and Safety training.
 ETP - Risk Management Course, 26/05/10
 CBC Attended Freighter Service - 22/05/10, 24/07/10 and 18/09/10, 10:45 - 12:00p.m. at the Orpen Memorial Hall
- 6 **Planning and Development** Minutes of the Planning and Development committee meeting held on 21/4/10 were received.
 John Gili-Ross has been invited by a resident of Nayland Road to a meeting at Pattens Yard to discuss environmental health issues.

- 7 **Environment and Highways** There was no meeting this month. However a report was received.
- As there are no facilities at the Church, other areas will be found for the Community Service Workers to work on.
 - A manhole cover on the Village Green has now been stuck down.
 - The village litter pick will take place on 1st May, meeting at the Orpen Memorial Hall.
- 8 **Premises and Recreation** Minutes of the Premises and Recreation committee meeting held on 08/04/10 were received.
- A candidate for the position of Relief Hall Administrator was interviewed and it was agreed to appoint her. Her salary will be decided, but will be just above minimum wage.
 - The Social Club has paid last year's rates and water rates. There is a query on the insurance which will be investigated. The Social Club is also querying its share of the heating bill following a lengthy breakdown of the boiler. This will be investigated.
 - Hockleys will be chased about the shattered pane of glass in the hall roof.
- 9 **Finance and Policy Advisory** The final accounts for 2009/2010 were presented as follows:
The General Account showed 101% income, 70% general expenditure, 116% environment expenditure and 75% expenditure overall.
The Hall Account showed 102% income and 79% expenditure.
- MUGA Planning Application - No adverse comments have been received about relaxing the usage. Therefore, the application should be on a permanent basis.
 - The 2009/2010 is to be received by the Auditor on 12/07/10.
 - It was proposed by John Gili-Ross, seconded by Andrew Savage and agreed by all Councillors present to increase the Fidelity Guarantee to £42,000 as suggested by the Auditor.

Expenditure

It was proposed by Andrew Savage and seconded by Bob Tyrrell to make the following payments:

Payment Details	Expense Purpose	Amount
GENERAL ACCOUNT		
AON Ltd	Charity Insurance	1666.29
John Gili-Ross	Expenses	40.27
EALC	Training course	108.00
Robert Hicks	Expenses	4.00
Gary Walls	Expenses	95.84
Inland Revenue	Tax/NI	29.05
NALC	LCR subscription	13.50
EALC	NALC/EALC Affiliation fees	509.53
HALL ACCOUNT		
Caroline Nix	Cleaning	588.00
Elanar Technical	Boiler repair	138.53
Elanar Technical	Boiler service	336.52
AtoZ Supplies	Cleaning materials	116.78
Roberts Cleaning Services	Window cleaning	25.00

Salary payments were made to Val Walsom, Gary Walls and Robert Hicks from the General Account and June Mayhew from the Hall Account.

- 10 **Correspondence** There was no correspondence.

- 11 **Consideration of Items for the Next Meeting** To discuss whether or not the meeting in July should take place due to holidays.
- 12 **Date of Next Meeting** 26th May 2010.
The Annual Parish Council meeting to appoint the Chair will precede the Parish Council Meeting.

Signed:

Date:

Position on Parish Council: