

Minutes of Parish Council Meeting 4th March 2024

Wendens Ambo Parish Council Meeting in Wendens Ambo Village Hall, Wendens Ambo at 8.00pm.

Present: Councillors Simon Rowley, Sam Slota-Newson, Chris Howitt, Brian Cole

In Attendance: County Councillor Paul Gadd, District Councillor Neil Gregory, three members of the public and the Clerk Jane Rolfe

03/24/01	Election of Chair The Chair's role is being assigned on a rolling basis between Parish Councillors. Cllr Sam Slota-Newson was appointed Chair for tonight's meeting.
03/24/02	Apologies For Absence Apologies were received, and accepted, from Cllrs Kathryn Butterworth, Alan Lovett and District Councillor Richard Pavitt.
03/24/03	Declarations Of Interests None
03/24/04	Public Participation. There was no public participation.
03/24/05	County Councillor's Report Cllr Gadd apologised for the inefficiency of Essex County Council and reported that he is still chasing up potholes that need repair. There was a discussion about the fact that cats' eyes have been removed from the road, it is thought that this will accommodate resurfacing. A member of the public asked if Cllr Gadd would chase up the problem with flooding at Clanver End. There was a brief discussion about the cause of flooding, blocked culverts being the most likely cause. Cllr Gadd explained that he reported this issue several months ago and will continue to pursue.
03/24/06	District Councillor's Report Cllr Gregory reported that the budget has been finalised, and UDC has agreed to sell an investment property which will generate a substantial amount of income. The sale of this property may or may not materialise.
03/24/07	Previous Minutes Councillors agreed the minutes of the February Parish Council meeting as a true and accurate record of proceedings and Cllr Simon Rowley signed the minutes.
03/24/08	Matters Arising from Minutes of Previous Meeting <i>Cllr Butterworth to purchase a new shovel for the grit bin. Complete</i>
03/24/09	Clerk's Report The clerk reported that: i)The website was updated with minutes from the February meeting. ii)Data downloaded from the speed sign on 15th January showing a recorded speed of 86MPH has been sent to the police. No reply has been received to date. iii)The gateposts at the Wick were replaced on 27/02/2024 – this was overseen by Brian Cole iv)The speedwatch equipment has been handed over from Philip Marns of Littlebury Parish Council. This has been stored in the Village Hall shed. The old speedsign has been stored alongside it.
03/24/10	Financial Report i)The clerk had set a proposed budget for 2024/25 which had been circulated to councillors beforehand. It was agreed that 'Hall Hire' would be increased to £360 from £350 and that rows with no data would be deleted. It was also agreed that, in future, more detail would support each area of expenditure/income. The budget for 2024/25 was agreed. ii)The following invoices were approved for payment: TopSource (UK) Ltd - payroll costs £19.37 Wendens Ambo Village Hall - hall hire £40.00 Kathryn Butterworth - reimb. for purchase of shovel for grit bin £18.00 J Rolfe - Clerk's salary - Feb 2024 (£93.00 PAYE to pay) £371.40 J Rolfe - Clerk's expenses Feb 2024 £19.19 J C Fencing - repair of gateposts on the Wick £372.40
03/24/11	Spring Litter Pick After some discussion, it was agreed that one main 'manned day' will take place, with bags and pickers made available for people to use at a time convenient to them if they cannot make the main event. Cllr Slota-Newson will arrange a suitable Sunday in the near future and this will be publicized beforehand.
03/24/12	Community Payback Project

	This has been booked for Saturday, 6th April. Cllrs Cole and Slota-Newson will negotiate opening and locking up of the village hall to accommodate the group. Sue Watson will also be available on the day to consult on the Churchyard elements.
03/24/13	Tree Survey The clerk explained that a member of Littlebury PC has recommended that the tree survey be carried out by Falcon Tree Specialists. The clerk has contacted Falcon and is awaiting a response.
03/24/14	Defibrillator/First Aid Training This has been booked for Sunday, 14th April from 2 – 5pm with Bartram Training Services and has been publicised in the Village News magazine. Cllrs Cole or Slota-Newson will arrange for the opening and locking up of the village hall.
03/24/15	Roles and Responsibilities of Parish Councillors Councillors met and agreed on the above. Cllr Slota-Newson advised which responsibility/ies each councillor holds: i) Planning – all councillors ii) Highways – Cllr Sam Slota-Newson iii)The Wick- Cllr Brian Cole iv)The Green Triangle – Cllr Sam Slota-Newson v) Footpaths – Cllr Alan Lovett vi)Grants – all Councillors vii)Finance – Cllr Simon Rowley viii)Policies – Cllr Simon Rowley and Sam Slota-Newson ix) HR – Cllr Kathryn Butterworth x) Website – Cllr Chris Howitt For individual projects, (such as community payback project and litter pick) a lead councillor will be nominated for each event separately. For these projects, the nominated lead will organise the publicity for the event. It was suggested that the Parish Council creates its own profile on Facebook. The website will be updated with the above information.
03/24/16	Update on New Bollard In the absence of Cllr Butterworth, this item was deferred until the next meeting.
03/24/17	Quotations for New Litter Bins The clerk showed pictures of ‘wooden style’ outdoor litter bins made of recycled plastic bottles which are guaranteed for 25 years. The bins come with galvanised liners and cost £395 each; they will be situated at the bus stop laybys on either side of London Road. Fixing tools will be required at £19.80 and JC Fencing has offered to install (cost not yet established). It was agreed that two of these bins will be purchased as soon as refuse collection arrangements have been confirmed.
03/24/18	Quotations for Shelter on the Wick This item was deferred and will be an early agenda item for the next meeting when planning can be discussed with district councillors.
03/24/19	Update on Glebe Land Purchase Cllr Slota-Newson explained that, despite some promising early conversations with the Diocese, any attempt to purchase the Glebe Land would have to go through the agent (Strutt and Parker). It was decided not to make a formal approach at this time. The Parish Council thanks John Goodger for his work and support on this issue.
03/24/20	Enquiries, Complaints and Correspondence Cllr Cole referred to an email received from a group of residents in Littlebury asking whether WAPC has a neighbourhood plan and if so, whether they could gain some ideas from WAPC’s plan. Cllr Slota-Newson will draft a response to explain that councillors do not feel that they have the time or financial resources to take this on at present. A member of the public asked whether councillors would refer to the flood plan with regard to the recent flooding at Clanver End. Councillors were also asked to update the village on Anglian Water’s plans for main sewerage. This information will be uploaded to the parish council’s website.
03/24/21	Matters to be raised for Next Meeting’s Agenda i) Quotations for Shelter on the Wick ii)Update on new bollard ii)Update on Tree Survey
03/24/22	Meeting Actions i) Clerk to buy new padlock for the gate at the Wick ii) Update website with Councillors’ Role and Responsibilities. iii) Order litter bins when refuse collection has been established. iv)Communication re: plans by Anglian Water for mains sewerage – update website

	v) Communication re: flood plan – update website vi) Website to be updated regarding councillors names and clerk's telephone number vii) Clerk to chase UDC for Parish Councillors' 'register of interest forms' to be updated on their website. viii) Clerk to chase Falcon Tree Specialists for tree survey quotation.
	The meeting closed at 9.30pm

The next Parish Council Meeting will be held on 8th April 2024 at 8.00pm, in Wendens Ambo Village Hall.