Minutes of the Annual Meeting of Woodford Parish Council held on Tuesday 19th July 2022 in the Schoolroom of the Baptist Church, Rose Terrace, commencing at 7.45pm

*(A presentation regarding the Cranford Energy Park for Councillors prior to the Parish Council Meeting was postponed until a future meeting)*

1. **Present:**
   1. Councillors: Mr I Vaughan (vice-chair), Mr G Banham, Mr N Chapman, Mrs A Fothergill, Mrs C Hughes, Mrs J Hathaway, Mr M Hurst, and Mr M Vaughan
   2. NNC Cllr D Maxwell, Mr P T Bird (Clerk)
2. **Apologies for absence:**
   1. Mr P J Bird, Mr C Swiecicki, Mrs S O’Donnell, Mr D Sharples
3. **Minutes of Previous meeting:**
   1. The minutes of the June Parish Council meeting having been circulated, were agreed as a true record by those present. It was resolved that they be signed by the Chairman.
4. **Comments from Electors:**
   1. No Electors present.
5. **Comments from Cllr D Maxwell NNC**
   1. Cllr Maxwell advised she was no longer a member of the Planning Committee for former EN area of NNC.
   2. The revised garden waste scheme was reported to be £40 per participating household. The agenda item of a recent NNC cabinet meeting was deferred to a future meeting.
   3. Kier had won the Highways contract for the NNC area and would take over in September with a team dedicated to the north of the county. A 100 day “blitz” was planned to try to clear some of the backlog of lower priority repairs.
   4. NNC had been made aware of a “scam” involving taxi drivers demanding payment in excess of original quotations.
6. **Matters arising from the minutes:**
   1. **Co-option of Parish Councillor.** In response to the Council’s advertisement no one had expressed an interest in the post of Parish Councillor (replacement for Mrs R Hancock).
   2. **Woodford Feast Fair.** Councillors voiced their wholehearted approval of the fair provided by Mr Ian Taylor. The Clerk advised he had received only positive comments and had relayed them to Mr Taylor. Mr Taylor had donated £120 to the Council as thanks for the use of the green.
   3. **Upgrading Street Lamps.**  An order had been placed with Eon to carry out upgrades to some of the remaining lamps requiring upgrade as per June meeting. It was envisaged the remaining lamps could be completed in the financial year 2023/4.
   4. **Bus Shelter condition.** Agreed that the least visually pleasing part of the bus shelter was the “glazing” and the sticky tape that had been used on it. Paintwork could do with touching up but did not necessarily need complete repainting. Agreed to review costs after new power costs are received (see below).
   5. **Trees at Top of Church Green.** Councillors who had viewed the site all concurred that the trees were planted a significant distance from the boundary wall and posed no danger to the resident’s property. Clerk to advise.
   6. **Improved access to footpaths.** Further to a request from a member of the public this had been forwarded to NNC Footpaths team.
   7. **New PC Phone number.** The Clerk advised that PAYG sim card had now been obtained for PC phonecalls
7. **Planning Matters:**
   1. **Planning Decisions:**
      1. **1 Rectory Lane.** NE/22/00674/FUL Demolition of existing garage and erection of linked dwelling. **Refused** – Entrance and parking did not conform to Highway Policy.
      2. **Five Spires, Church Street** NE/22/00686 – relocation of car port. **Approved.**
   2. **New Planning Application(s):**

**1 Church Green** – Laburnum House NE/22/00842/FUL. Construction of timber clad garage and car port. **No Objection.**

* 1. **Other Planning Matters:**
     1. None

1. **New Correspondence / Clerk’s announcements:**
   1. **Wedding Parking.** A request to use Church Green for parking during a wedding ceremony on 12 August was considered and approved with the usual conditions.
   2. **Footpath Access.** A request to support the installation of kissing gates at two locations off Addington Road was received. Agreed to support the request and forward to NNC footpaths.
2. **Accounts For Payment:**

Current Account £28,478.05

Interest Account £6.05

**Total £28,484.10**

**Plus**

Donation from Ian Taylor Amusements £120.00

**£28,604.10**

Less

DD78 Opus Energy (Lighting Power) £254.24

2446 Mr P Bird – Clerk (18hrs 45mins) £400.00

2447 Mrs D Bosworth - Litter Picking (8 hrs) £74.80

2448 E.on (lamp maintenance) £275.40

2449 R&G Landscapes £450.00

2450 E.on replacement lamps (Bakers Lane/Club Lane) £936.00

£2,390.44

**£26,213.66**

Resolved that the above payments be noted and authorised.

1. **Other Finance matters** 
   1. **Donation in lieu of Internal Audit Fee**. Following the recent Internal Audit the Auditor requested that a donation be sent to “Help for Heroes” Mrs Hathaway proposed, seconded by Mr M Vaughan that the sum of £70 be forwarded. All in agreement.
   2. **Quarterly Expenditure**. Quarterly expenditure statement was provided for councillors showing unallocated budget of approximately £3500. Clerk advised this might be available for additional projects however, the lighting power contract expired in September and there would be a significant increase as the present contract reflected 2019 prices.
2. **Approval of Facebook Usage Policy**
   1. A draft “Facebook Usage Policy” had been circulated and Councillors unanimously agreed that it should be adopted as written and a Facebook Page be set up.
3. **Police / Joint Action Group report**
   1. No matters to report.
4. **Playing Field Representative.** 
   1. Mr Chapman suggested the playground equipment could be painted to improve its looks. Cllr Maxwell offered to pay for materials through the empowerment scheme and Clerk to obtain paint prices etc.
5. **Other Business for future meetings**
   1. A review of double yellow line locations was suggested especially near Mill Road / High Street junction. Agreed that all areas of the village be considered. Future agenda item.
   2. Mrs Fothergill raised the issue of the hedge at Fairy Hill. Cllr Maxwell advised this was being handled by NNC.

There being no further business the Chairman closed the meeting at 9.20pm.

Signed Date