Minutes of a Meeting of Woodford Parish Council held on Tuesday 21st March 2023 in the Schoolroom of the Baptist Church, Rose Terrace, commencing at 7.30pm

1. **Present:**
	1. Councillors: Mr G Banham, Mr I Vaughan, Mr N Chapman, Mrs A Fothergill, Mrs J Hathaway, Mr M Hurst, Mrs S O’Donnell, Mr D Sharples, Mr C Swiecicki, Mr M Vaughan.
	2. Mr P T Bird (Clerk), Cllr D Maxwell (NNC)
2. **Apologies for absence:**
	1. Mrs C Hughes
3. **Minutes of Previous meeting:**
	1. The minutes of the February 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 had visited Rose Terrace and was pursuing the parking issue with both the resident and NNC.
	2. Cllr Maxwell expressed disappointment that the Council had not agreed to make a contribution towards the costs of the Reading Room.
	3. Cllr Maxwell advised she was unaware of the reason NNC ceased contest the Middleton traveller site Planning Appeal.
	4. A new PCSO had been allocated to this area. Cllr to provide contact details so that he might be invited to a future meeting.
	5. Cllr Maxwell asked whether the council would contribute to the cost of new football goals used by children on the “Ring”. The Council declined on the grounds that it is not the council’s land and not a designated play area.
	6. Cllr Maxwell asked whether the Parish Council could publicise Planning Applications. Chairman advised the statutory duty lay with the Planning authority. The Clerk reported applications are already on the Parish Council’s website, but Facebook could also be utilised when appropriate.
6. **Matters arising from the minutes:**
	1. **Donation – St Marys Church.** This item had been deferred from December due to concerns over the Councils cashflow. Following discussion, it was proposed and unanimously agreed a donation of £350 be made (unchanged from previous year).
	2. **Empowerment Fund.** The financial contribution had now been received. Thanks, expressed to Cllr Maxwell.
	3. **Jubilee Tree.** The clerk advised of the cost of sample Oak trees. Councillors agreed to defer to September.
	4. **Spraying Playground.** R&G informed, and added to contract.
	5. **Litter Picking Event.** NNC can still lend out the equipment but there was no availability until May. Councillors decided this was too late for picking the verges, as the grass would be too long to see litter.
7. **Planning Matters:**
	1. **Planning Decisions:**
		1. **1 Church Green –** Garage and wood storeNE/22/01557/FUL **– Refused**
		2. **8 Church Street** – EV Charging Point Installation NE/22/01534/LBC. **Approved**
	2. **New Planning Application(s):**
		1. **De Capel House.** Tree works. Various tree canopy reductions. **No Objection**
	3. **Other Planning Matters:**
		1. **1 Rectory Lane** – Appeal re addition to existing property. Appeal found in favour of the applicant. Inspectors found that traffic issues would not be a problem due to low traffic movements and road layout restricting speed.
		2. **NNC Planning Committees**. NNC had advised that it planned to reduce the number of Planning Committees from four to two. A northern committee and a southern committee with an area split approximately in line with the A14. There was some concern that local knowledge might be lost.
		3. **Local Plan Consultation.** The local plan had received minor modifications and draft information had been circulated to councillors prior to the meeting. The only comments raised were whether Woodford still warranted the description of a local service centre, following the closure of the Fish and Chip Shop. Clerk to respond raising this issue.
8. **New Correspondence / Clerk’s announcements:**
	1. **Traffic in Club Lane.** A letter from a Club Lane resident was read out, complaining about traffic speed, volume and lack of consideration to residents and pedestrians. The clerk was asked to respond with actions taken by the council in the past and advise that the letter would be forwarded to Highways.
	2. **Highways Agency**. Advice of overnight closures between Junctions 9 and 10 on the A14 from end of march to June was read out.
	3. **E.on Lighting Services**. E.on had advised of charges for electrically testing lamps and also a new scale of charges. The Clerk had responded advising that the latest maintenance invoice received did not reflect the latest inventory of lamp types or charges.
	4. **Christmas trees on village green**. A query had been received regarding the Christmas trees still on the village green. A suggestion that a Mr Cardy may be able to assist with the query.
9. **Accounts For Payment:**

Current Account £4,538.04

Interest Account £6.05

**Total £4544.09**

Plus Empowerment Fund (Playground) £500.00

 **£5,044.09**

Less

2485 Mr P Bird – Clerk (35 hrs) £400.00

2486 Mrs D Bosworth Litter Picker (10 hrs) £90.00

2487 Woodford Baptist Church (room hire) £72.00

2488 Mr D Cullum - machinery hire £320.00

2489 Mr P Bird (Administration reimbursement) £239.16

2490 HMRC £22.60

2491 Wicksteed Leisure - Playground Inspection £122.40

2492 R&G Landscape Maintenance £78.00

2493 St Mary’s Church Donation £350.00

DD89 Yu Energy Street Lighting Power £815.08

DD90 Yu Energy Street Lighting Power (Lamp sensors) £44.50

 £2,553.74

 **£2,490.35**

Resolved that the above payments be noted and authorised.

9.1 The Clerk reported that the Bank had advised that the Parish Council had no authorised signatories, despite a new mandate being completed in December and the remaining signatories having been so since at least 1999. Various forms required completing.
The Clerk advised he was aware several councils had the same issues and had moved to the all-electronic banking offered by Unity Bank, based on an account designed to specifically meet the needs of Parish Councils. Agreed to discuss at the June meeting.

1. **Local Area Partnership.**
	1. Mrs Hathaway reported on the meeting she had attended the previous month and advised it had been well supported. The meeting covered many aspects, but mainly the merging of Health and Social Care. Urgent areas to be covered are to improve the discharge of patients from hospital with the appropriate care packages; and reducing health inequalities across the country. However, Mrs Hathaway’s main concern was that the Local Area Partnership was being driven by the providers with no input from the “consumers” of the service and she proposed a letter be sent to the NNC Director of Place proposing greater involvement. Agreed the Clerk and Mrs Hathaway draft a letter to NNC.
2. **Speeding in Mill Road.**
	1. Mr Swiecicki asked what could be done about speeding in Mill Road. The Clerk advised of the history of previous proposals. It was agreed the Clerk pursue with Highways the historically agreed village gateway and move the Speed Identification Device to Mill Road.
3. **Review and Approve Financial Regulations.**
	1. The Clerk had circulated updated revised Financial Regulations which the Council approved unanimously. Clerk to publish on website.
4. **Playground Safety Report**
	1. The Clerk reported a summary of the recent playground inspection report and advised that many of the items were low risk, and a large number of the items were already being addressed. Councillors were urged to visit the playground with the report before the next meeting, so that an informed discussion could take place.
5. **Co-option of Parish Councillor**
	1. Only one person had come forward for consideration. Ms Southcombe was proposed by Mr Chapman and seconded by Mr Hurst. Following a vote (6 in favour and 4 abstentions) Ms Southcombe was co-opted. Agreed to consider other vacancy in May.
6. **JAG Report**
	1. Mr M Vaughan reported on some of the local crimes reported via the Neighbourhood Alert network.
7. **Playing Field Representative.**
	1. None.
8. **Other Business for future meetings**

There being no further business the Chairman closed the meeting at 9.35pm.

Signed Date