

Stanford Rivers PARISH COUNCIL

MINUTES

Meeting: PARISH COUNCIL

Date: 18th January 2018

Time: 5.35pm

Venue: Toot Hill Village Hall, Toot Hill

PRESENT:

Councillors (6) John Glover (Chairman), A Buckley, Cllr Saridja, Cllr Jackson, Cllr Hollington.

Also in Attendance (1) - Adriana Jones – Clerk

Members of the Public (3) inc EFDC Cllr Heather Brady, ECC Cllr Maggie McEwen

Members of the Press (0)

QUESTIONS FROM MEMBERS OF THE PUBLIC

None

P14.393 APOLOGIES FOR ABSENCE

Cllr Tallon had offered his apologies.

P14.394 OTHER ABSENCES

John Adams had offered his apologies.

P14.395 DECLARATIONS OF INTEREST

None.

P14.396 MINUTES

The minutes of the Parish Council meeting held on 9th November 2017 were **APPROVED** and duly signed by the Chairman.

P14.397 COUNCILLOR VACANCY

Councillors **NOTED** that there were two applications for the position of Councillor - John Adams and Sam Knipes. Cllr Jackson stated that John Adams had specifically stated that he would not always be able to attend meetings over the winter months. Voting slips were handed out to Councillors, the results being as follows:

2 - for Sam Knipes

3 - for John Adams

John Adams was duly co-opted as Councillor for Stanford Rivers Parish Council. As John was not present at the meeting, he was unable to sign his declaration of acceptance of office. It was left with the Clerk to liaise with John regarding this. Cllr Hollington expressed upset that Sam Knipes had not been co-opted stating that this Parish Council had just missed an opportunity to bring a different perspective to the Council by way of a younger candidate. The Clerk advised that although Sam had not been co-opted, he could be as involved as he wanted with the community and the Parish Council, however would not have any voting rights. The Chairman thank Sam for his application, and for attending the meeting.

P14.398 PROPOSED TRAFFIC REGULATION ORDER - SPEED LIMIT CHANGE - A113 LONDON ROAD, STANFORD RIVERS

Councillors **NOTED** that a meeting of the A113 Working Group was scheduled to take place immediately after this Parish Council meeting.

P14.399 NEIGHBOURHOOD WATCH SCHEME

Councillors **NOTED** the latest crime statistics which showed 1 Arson/Criminal damage in Cumley Road and 1 Burglary in Hillcrest Road, 1 Violence / Sexual Offence in Hop garden, 1 other theft and 1 vehicle crime in Berwick Lane, and 1 anti-social behaviour issue at Little End. In addition, there was a Tractor theft in Berwick lane a few weeks ago, and a couple of farm buggies were recently stolen in nearby Tawny Common. There have also been reports of thefts from vehicles around London Road a couple of weeks ago. The NHW network has referenced evidence of Key Jammers being used in the Loughton area. Jammers work by blocking the locking signal as the

owner leaves their car. The owner ends up with a double sting with the theft of belongings themselves, followed by having no insurance cover if no visible signs of forced entry. It was **AGREED** to include information regarding Jammers in the News and Views publication.

P14.400 CLERKS COMMUNICATIONS AND CORRESPONDENCE REPORT

Members **RECEIVED** an oral report from the Clerk as follows:

- Christmas Tree lighting ceremony cancelled for Stanford Rivers this year due to poor weather. Members discussed whether or not a smaller tree would be more appropriate for next year, and again raised the possibility of actually planting a tree. Concern was raised as to the rate of growth of a planted tree together with the overhead cables that run over Jubilee Green. It was **AGREED** this would be considered later in the year. Cllr Jackson asked if the News and Views publication email list could be used as a general information network for items of local interest, to which the Clerk advised this was not possible without the express permission of the owner due to data protection, however the Clerk would raise this with every contact on the list asking if they were happy for their contact details to be used on a general Stanford Rivers information list.
- Essex County Council (ECC) and Southend-on-Sea Borough Council (SBC) have both adopted their joint prepared Waste Local Plan. ECC formally adopted the Plan on 11 July and SBC on 19 October 2017. This Plan sets out the Councils' strategy and policies for waste development until 2032. The Plan forms part of the Development Plan in Essex and now officially replaces the Waste Local Plan adopted in 2001.
- Clerk will be attending a meeting on 1st February hosted by EFDC concerning the correct protocol following the death of a senior figure.
- The Clerk wrote to both Theydon Mount and Theydon Garnon Parish Councils concerning a possible joint project to address the speeding issue near the bridge and Banks Lane.

P14.401 PLANNING APPLICATIONS

1. To CONSIDER any planning applications submitted to the Parish Council for comment as detailed below		
EPF/3350/17	Land Between Doe's Farm and 60 Epping Road, Epping Road, Stanford Rivers, ONGAR CM5 9SQ	Erection of two detached dwellings, associated garages and landscaping. NO OBJECTION
EPF/3460/17	Colemans Farm, Toot Hill Road, Ongar CM5 9QN	Demolition of agricultural buildings, construction of two detached houses, extension to dairy cottage garden, provision of boundary treatment and hard and soft landscaping. NO OBJECTION
EPF/3199/17	29 London Road, Stanford Rivers Ongar, CM5 9PH	Double storey rear extension and double storey side extension with rear dormer. The Parish Council OBJECTS to this application. The Plans submitted in support of this application show different and conflicting floor layouts. The proposed Site Plan, when looked at in conjunction with both the existing and proposed ground floor plan and the 3D street scenes, are inconsistent and show differing layouts. It is therefore unclear as to which one is correct. In addition, the statement within the supporting documentation states that "the driveway will be extended 2.2m in front of the existing garage to the left hand side of the property increasing parking and turning space. However, judging from the plans submitted, and looking at the site itself, this does not appear to be the case. In fact, the Parish Council cannot see any increase in the driveway.

		<i>Furthermore, assuming the proposed Site Plans and side elevations are the correct plans, the Parish Council feels that both neighbouring properties will suffer a detriment to their amenity by way of the scale and bulk of the proposed extension, and specifically the case for 31 London Road, overlooking due to the side window.</i>
EPF/3349/17	Paigles, Church Road, Stanford Rivers Ongar CM5 9PW	Front and rear dormer windows. NO OBJECTION
EPF/3355/17 CLD	Wealdstead, Toot Hill Road, Ongar CM5 9LJ	Certificate of Lawful Development for proposed single storey side extension. UNLAWFUL. The property has a chimney which would be removed according to the plans. In addition, the plans show other alterations to the front of the property which are not part of the planning application. There is also concern that the proposed side addition would block the only access road to the field at the rear.

2. To **NOTE** any planning applications that have been responded to via the Clerks delegated powers

EPF/3141/17	Lilac House, 6 London Road, Stanford Rivers Ongar CM5 9PH	New dwelling within the residential curtilage of Lilac House and associated car parking for the new and existing dwellings The Parish Council OBJECTS to this application on the basis that the plans do not clearly identify that there is sufficient turning space to allow vehicles parked in each of the allocated parking spaces to exit the property forward facing. In addition, this is an extremely narrow stretch of road, and the plans do not clearly identify that there is sufficient room for vehicles exiting the site to do so safely and without being a danger to other road users. It should be noted also that this site is within the Green Belt, and the test of 'infill' would need to be applied. Should the District Council be minded to grant permission, consideration <u>MUST</u> be given to the potential hazards that would be created by construction traffic / vehicles that would be used at the time of the build, which could be dealt with by way of condition so as to not cause any obstruction or danger to what is a priority 1 route. Construction Traffic must not be permitted to stop / park on the road whilst making deliveries, or for waiting. In addition, any pre-commencement conditions imposed by Highways should be rigorously adhered to.
EPF/3191/17	6 Church Cottages, Church Road, Stanford Rivers CM5 9PS	Two storey side and rear extension NO OBJECTION
EPF/3316/17	Millrite Engineering, 151 - 153 London Road Stanford Rivers, Ongar, Essex, CM5	Application to Modify section 2 of the S106 Legal Agreement on EPF/1008/11 (Redevelopment of site to provide 4 detached chalet bungalows and garages) The Parish Council OBJECTS to this application. On 15th November 2011, a legal agreement was FREELY entered into in order to secure planning permission for 4 detached dwellings. The legal agreement

		<i>states that "The parties to this Deed are satisfied that the restrictions and provisions contained in this Deed are relevant to planning considerations concerning the Site, fairly and responsibly relate to the development, fairly and reasonably relate in scale and kind to the Development and are reasonable in all respects." To allow an alteration of this legal agreement after more than 48 months of a failure to pay what was freely agreed, and after all the properties have been built, makes a mockery of the planning system.</i>
EPF/3132/17	Knightlands House, 46 Berwick Lane, Stanford Rivers Ongar CM5 9PX	Single storey side extension to create link between the house and garage. Garage to be converted with kitchenette and bedroom with additional dormer to the front. Internal alterations to existing dwelling. (Amended application to EPF/3151/16) NO OBJECTION
EPF/2937/17	Land at School Road, Stanford Rivers, Ongar CM5 9QS	Erection of 4no. four bedroom semi-detached dwellings The Parish Council OBJECTS to this application on the basis of overdevelopment in the Green Belt, in that this is not 'infill' development and this is also outside the village envelope.
EPF/3057/17	Hill Crest, Toot Hill Road, Ongar, Essex CM5 9LH	Wooden construction to store logs, timber 3 sided open on one side, no doors NO OBJECTION
EPF/2971/17	Little Paddocks, 115 London Road Stanford Rivers Ongar CM5 9PP	Demolition of existing outbuilding. Renovation and extension of existing two-storey dwelling including additional bedroom and ancillary space. NO OBJECTION
EPF/3011/17	Autumn Cottage, Mill Lane, Toot Hill, Essex CM5 9SF	Two storey gable end extension. NO OBJECTION
3. To NOTE any planning applications upon which EFDC do not normally accept comments		
EPF/3378/17	Wealdstead, Toot Hill Road, Ongar, Essex CM5 9LJ	Prior approval application for a 8.0 metre deep single storey rear extension, height to eaves 2.37 metres and overall height of 4 metres.
EPF/2008/17 DRC	Land Adjacent to Covars Mead, School Road, Toot Hill, ONGAR CM5 9PU	Application for approval of details reserved by condition 19 'Protocol for Phase 2' on planning application EPF/0841/17 (Erection of two storey dwelling, complete with cart lodge/studio, infrastructure and associated works.
EPF/3094/17 DRC	Greensted House, Greensted Road, Ongar Essex CM5 9LG	Application for approval of details reserved by condition 2 'materials'. 3 'additional drawings' and 6 'wall light details' on planning application EPF/2131/16 (Grade II listed building consent for proposed demolition of existing pool house and surrounds to existing pool)
4. To NOTE any enforcement actions or appeals.		
<p>There were no enforcement actions or appeals, however the following update was NOTED regarding the Green Man public house:</p> <ul style="list-style-type: none"> • The railings surrounding the seating area at the front of the pub have been moved over what was used as a pavement to get past without having to walk in the road. Unsure if they have the right to do this. ENF/0530/17 - Railings were under a metre high. No pavement at this location. • The chalets converted from either garages or stables that are next to the Green Man appear to have 		

become permanent lets, and there is concern that as these rooms were intended as B&B or hotel style accommodation and not permanent dwellings. - ENF/0531/17 Permanent use of chalets – these are now empty and not being used

- The chalet that is nearest Toot Hill Road has erected fencing beyond the boundary (thought to be boundary) of the property. ENF/0532/17 Fencing this was permitted development as it is under 1m high. Boundary dispute is civil matter.

P14.402 FINGER POST

Councillors recalled the issue of missing finger posts in the Parish, and that Cllr Purkiss of Theydon Bois PC having taken this matter on, on behalf of the Local Highway Panel. This issue has also been raised by a local residents and by Cllr Buckley as follows:

Councillor Buckley: These signs are a part of our heritage and I feel we have a duty to preserve them whenever possible. The budget that Anthony Purkiss obtained of £7000, although useful, does not go very far when it costs some £1100 to repair and restore each sign. My thoughts are whether we could explore the possibility of taking the repair work in our Parish, under our wing and budget for it accordingly. First port of call would be Zurich Insurance to see if we are covered for their repair and maintenance in any way and if not, what would be the premium to so do. A wooden sign should have a life span of some 40 years.

Resident: It has now been 6 years since I asked for the road signs to be repaired. The One opposite the junction with Toot Hill Road and outside number 3, Barnmead still has not been fixed. This used to hold directions for the village hall. I suggested some time ago that the parish purchases a new wrought iron or cast iron sign and re positioned it outside number 10 the Moat on the corner. Costs I am told are reasonable and it would pretty the small green up at that location leaving a pleasure to the eye for future generations. Is it possible to get some action on this please?

Cllr Buckley advised that he had met with Cllr Purkiss who had managed to get Heritage Finger Posts on the approved list of Ringway Jacobs, however the LHP budget for all finger post works in the district was only £7,000, with the average cost to repair a wooden finger post being £1,100. Cllr Purkiss was hoping there would be the same budget in the 2018/2019 LHP, however this was not guaranteed. Timber finger posts have roughly a 40 year lifespan. There was some discussion regarding Parish and Town Councils being unable to take on this work because insurance does not cover them for works on Highway land, however it was noted that some Councils had simply gone ahead and completed the works. It was **AGREED** the Clerk and Cllr Buckley would liaise regarding this.

P14.403 DEFIBRILLATOR

It was **NOTED** the Defibrillator cabinet had arrived and would be passed to the Village Hall Committee for installation.

P14.404 STAPLEFORD AIRPORT - AIRSPACE CHANGE CONSULTATION

Councillors noted that views were being sought as part of an aviation statutory consultation process required by the proposed implementation of new satellite-based instrument approach procedures (RNAV (GNSS)) at Stapleford Airport. Stapleford Airport plans to implement new instrument approaches for suitably equipped aircraft landing at the aerodrome. The prime objectives for implementing the instrument approach procedures at Stapleford Airport are:

- to improve operational efficiency at the aerodrome by allowing the recovery of Stapleford Flight Centre aircraft in deteriorating weather conditions (instead of diverting to other aerodromes).
- to allow Stapleford Flight Centre to continue Instrument Flight training at the airport when existing infrastructure is removed.
- to improve the safety of aerodrome approaches to runway 21L in deteriorating weather conditions.

As required by UK CAA Publication 725, this requires an Airspace Change Proposal to be carried out. Stapleford Airport, as the Change Sponsor, is responsible for conducting the consultation process for the proposal. The consultation will run from 18th December 2017 through 26th March 2018. Councillors discussed the exact reasoning behind the need to install such flight instrumentation, expressing concern that this would be jets, and that the proposed approach for

these jets would be directly over Toot Hill. It was **AGREED** that the Clerk would find try and obtain further information with regard to the type of aircraft that would be using this route, and that this should be placed on the March agenda for further discussion.

P14.405 PLAY IN THE PARK

Councillors **NOTED** that an invitation had been received from EFDC asking if this Parish Council wishes to host a Play in the Park event in the Parish. Play in the park is about playing games and having fun outdoors. Trained play workers travel to a range of locations throughout the district, taking with them an exciting array of play and sports equipment, games and even art and craft materials. Everyone is encouraged to join in the fun - children, young people, parents and carers are all welcome to come and play. The sessions are free of charge and open to boys and girls aged from 5 to 19 years. A contribution of £65 would be required for each event by the supporting Council. Councillors discussion possible locations at which to hold such events, however the only possible location was the Village Hall and/or car park, and it was not clear if this was suitable. It was **AGREED** that the Clerk would liaise with EFDC to establish if this location could be used, and if so, and event should be held in the summer.

P14.406 REPORTS

Members **RECEIVED** the following reports:

Chairman's Report – No report.

Vice Chairman's Report – A member of the public had approached Cllr Buckley about the VAS sign not working along the A113 in Little End.

District / County Councillors Report – Cllr Brady reported that the deadline for responses to the Local Plan was 29th January, and that whilst there were no proposals for Stanford Rivers within the plan, it would affect the Parish indirectly as traffic would be increasing almost everywhere. Cllr Hollington asked if there plan to reopen Ongar Train station, to which it was noted there were no clear plans and no parking at this location.

Cllr McEwen stated that ECC had made over £600m in savings since 2010, however it had come to the end of where it could make savings, and so after five years of having no increase, Council Tax would increase by 2.99% for 2018/2019, as well as an additional 3% for adult social care, meaning there would be a total 4.99% increase in ECC Council Tax for 2018/2019. This was without police or other authority increases still to be agreed. £3m would be placed into the Highways budget, with works being split between maintenance and new works (dealt with via the Local Highways Panels). Cllr McEwen advised that the Local Highways Panels had ben reorganised, with a more District Councillor focus. As such, Cllr McEwen was no longer on the Panel.

Councillors Report - Cllr Jackson reported that High Ongar council had contacted him regarding the use of the Speed Gun as they were thinking about setting up their own speed watch campaign. Cllr Jackson advised that he was not permitted to train newcomers, and that the Police would need to this themselves. Cllr McEwen advised that the police were looking at improving their training. The Clerk advised that she had checked with the Parish Councils insurers, who had confirmed that the speed gun would remain covered on the policy in regards to all risks, even if it was loaned to another organisation. After discussion, it was **AGREED** that the cost of hiring the gun to other Councils would be £100 if it required dropping off and collecting, or £50 with the hirer collecting and returning.

P14.407 NOTIFICATION OF EXTERNAL AUDITOR APPOINTMENTS FOR 17/18 FINANCIAL YEAR

Under powers set out in Regulation 3 of the Local Audit (Smaller Authorities) Regulations 2015, Smaller Authorities Audit Appointments Ltd (SAAA) was appointed by the Secretary of State for Communities and Local Government as "a person specified to appoint local auditors" and as the Sector Led Body (SLB) for smaller authorities. Smaller authorities are those whose gross annual income or expenditure is less than £6.5 million. This Parish Council opted-in to the central procurement process and as such PKFLittleJohn LLP has been appointed as auditor for this Council for the 5 year period commencing with the financial year 2017/18.

Exempt authorities

There are various changes to the legislation taking effect from 2017/18, most notably the potential for authorities where the higher of income or expenditure for the year was £25,000 or less, to declare themselves as 'exempt' from a limited assurance review by an external auditor if they meet certain qualifying criteria. However, all authorities, even if they declare themselves 'exempt', will still need to fully complete and publish an annual return and must still have a named appointed auditor to deal with questions or objections from local electors about the accounts. It was **NOTED** the Clerk will continue to monitor the Parish Council accounts to establish if this Council falls into this criteria.

P14.408 BUDGET / PRECEPT 2018/2019

Councillors considered the budget, and subsequently the precept, for 2018/2019. This was completed on a 'live' basis during the meeting. It was noted that Epping Forest District Council will be phasing out the Parish Support Grant over the next two years. The grant award for 2018/2019 will be £330, which is £331 less than the £661 received for 2017/2018, and will be £0 for 2019/2020

After discussion, it was **AGREED** that there would be a NIL increase in the precept request for 2018/2019, meaning the request would be £20,298. **PROPOSED** Cllr Glover, **SECONDED** Cllr Hollington. The Budget figures for 2018/2019 were AGREED as follows:

INCOME

	<u>2018/2019</u> <u>BUDGET</u>
Precept	
Bank Interest	25
Parish Support Grant	330
Other Income	0
News and Views	350
Total	<u>705</u>

EXPENDITURE

	<u>2018/2019</u> <u>BUDGET</u>
	£
Clerks Salary	5400
Subscriptions	400
Insurance	325
Hire of Hall	120
Audit Fee	200
Postage/Stationery/photocopying	150
Car Mileage	100
Miscellaneous	600
Election Expenses (emr)	0
Toot Hill Village Hall	500
Christmas Tree Event SR	600
Grounds Maintenance	3000
Open Spaces	300
Training	0
Grant - Church Yard	600
Speed Gun	0
News & Views Post and Distribution	2300
PWLB Payments	3188
Toot Hill Village Fete	0
Highway non works	2000
Contribution, Neighbourhood Watch	0
Contingency	500
Bank Fee	72
TOTAL	<u>20,355</u>

Estimated Bank Balance as at 31/3/18 £ 24,214.56

Est Specific Earmarked Funds as at 31/3/18

		Spent	Remain
NHW	350.80		350.80
THVH	3645.05	135.00	3510.05
Elections	365.50		365.50
computer	417.90		417.90
Speed/gun	400		400.00
Highways	2395.72		2,395.72
		Total Earmarked	4,693.45

Estimate General Reserves as at 31/3/18 - £19,521.11

P14.409 EFDC LOCAL PLAN

It was **NOTED** that on 14th December 2017, EFDC agreed the content of the submission version of the Local Plan that will guide development in the District to the year 2033. As such, the Local Plan was undergoing its Regulation 19 consultation giving all Stakeholders an opportunity to make representation on the plan. The Local Plan consultation documents total over 600 pages. The Clerk provided a summary of the Plan for Councillors. After discussion, it was **AGREED** the Council had no evidence to indicate that the Plan was unsound and would respond to the consultation as such.

P14.410 REQUEST FROM ESSEX AND HERTS AIR AMBULANCE

Councillors **NOTED** the email received from Essex and Herts Air Ambulance who are looking for ways to raise money to keep the service going and is working with East London Textiles Ltd to turn donations of clothing into cash to fund this service. This is completed by working with people and businesses in placing a clothing donation bank somewhere in the Parish so that members of the public can donate their unwanted clothing and shoes. It was **AGREED** this should be passed on to the Village Hall Committee for consideration.

P14.411 ESSEX RURAL CRIME STRATEGY

Councillors **NOTED** that Essex Police, the Police and Crime Commissioner, the Essex Rural Partnership and other partners launched a rural crime strategy on 16 November 2017. The Strategy sets out a Vision and Aims, and explains that the focus of Essex police will include:

- Reassure rural communities - Deter crime - Gather and share intelligence - Bring to justice those who commit crimes in rural areas - Offer advice and support and develop crime prevention plans - Develop the Farm and Rural Watch network - Host rural crime awareness events - Work with key partners and the community.

It also sets out how residents and communities can help to address and reduce rural crime. A copy of the booklet was handed out to Councillors. It was also **AGREED** this should be included in the News and Views magazine.

P14.412 TRIANGLE, MILL LANE

Within the latest issue of News and Views was an article regarding the state of the triangle at the junction of Mill Lane in Toot Hill. A suggestion has been received from a local resident as follows:

The parking at Mill lane has always been an unsightly problem for us villagers. It would not be expensive to copy the Pensons Lane junction idea. Placing sleepers around the site, filling with top soil and planting out would be a pleasure to the eye and stop vehicles mounting the island. The original area was slightly raised with the sign post centrally placed. If we place sleepers in situ, infill and replant the post it should stop the encroachment onto the triangle

Councillors **NOTED** that this area falls under the responsibility of Essex County Council Highways and not the Parish Council. Cllr Buckley stated that he recalled that was on the list of works for CIF funding around three years ago, and agreed it would be good if this could be made into some kind of feature – perhaps a tree or fence it. The Clerk advised that permission would be needed from Highways for any such works, and there were insurance issues to be considered. Cllr Hollington stated that that along this road was a farm, and as such tractors and large farm machinery could well use this road, and the erection of fencing could be a problem for these

vehicles. It was **AGREED** that the Clerk would look into this further, and contact highways to establish what, if anything, could be done.

P14.413 LOCAL TOURIST INFORMATION 'BOX'

Councillors recalled that following an article in News and Views, no volunteers were forthcoming for the painting of the red phone box in Toot Hill which acts as a local tourist information centre. The phone box is in need of maintenance, and at the November Parish Council meeting, Councillors suggested this may be a useful project for the Community Payback Scheme. The Clerk had contacted the Scheme, who advised that whilst repainting was a task they would willingly undertake, there has to be sufficient work for up to 8 service users, and that a single phone box was not practical. In addition, welfare facilities would also be needed close by. Cllr Jackson suggested this should be included in News and Views, to which the Clerk advised it already had been and there had been no response. Councillors were asked to keep their eye out for any resident who may be willing to take on this task, before a contractor is sourced to complete these works.

P14.414 NEWS AND VIEWS

It was **NOTED** that a number of advertisers had withdrawn their adverts from News and Views, and that one company were querying paying their bill, however the Clerk was liaising with them to resolve the issue. It was **AGREED** that an advert should be placed in News and Views asking for advertisers. It was **AGREED** that thanks should be passed on to those residents who no longer parked on the village triangle.

P14.415 FINANCIAL REPORTS

b) List of payments & Monthly Statement of Accounts - The following payments were authorised, and the income and account balances were **NOTED**. **PROPOSED** Cllr Glover, **SECONDED** Cllr Buckley.

Reference	To	For	Amount
BACS	Adriana Jones	Clerk salary December and January	£720.00 <i>(paid monthly)</i>
BACS	HMRC	PAYE December and January	£180.00 <i>(paid monthly)</i>
BACS	Catalyst Image Solutions	News and Views printing Jan/Feb edition	£153.00
BACS	Viking Direct	Stationery	£331.58 (£8.60 VAT)
BACS	Floralux	Christmas Tree, Stanford Rivers	£192.00 (£32 VAT)
BACS	Thornwood Grounds Maintenance	Grass cuts for October, plus village hall cut	£366.00 (£61.00) VH £45 ex VAT Plus 534
D/D	Unity Bank	Bank Charge	£18.00

Bank Balances as at 31st December 2017

Unity Current Account	£ 1,462.81
Unity Deposit Account	£ 25,920.56
Barclays 90832650	£ 2,368.35
Barclays 00443549	£ 2,427.71

INCOME: £4.10 Interest Unity Account 4788
 £5.87 Interest Unity Account 4788
 £0.43 Interest Barclays Account 3549
 £150.00 N&V Crownlands Garage
 £100.00 N&V Forest Vets
 £90.00 N&V Green Man Pub

P14.416 TOOT HILL VILLAGE HALL

Councillors **NOTED** there was no update on the application for CIF Funding, however this was expected imminently. It was also **NOTED** that the Cleaner had left, and a new Cleaner was being appointed.

P14.392 DATES OF NEXT MEETINGS

Councillors **NOTED** the dates of the next meetings:

- 8th March
- 10th May (Annual Parish Meeting and Annual Meeting of the Parish)
- 5th July

Signed Date