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|  | ***Stanford Rivers***  **PARISH COUNCIL** | | |  |
| **MINUTES** | | | | |
| ***Meeting:*** PARISH COUNCIL | | ***Date:*** 8th March 2018 | ***Time:*** 5.30pm | | |
| ***Venue:*** Toot Hill Village Hall, Toot Hill | | | | | |

**PRESENT:**

***Councillors* (5)** John Glover (Chairman), A Buckley, Cllr Saridja, Cllr Hollington. Cllr Tallon

***Also in Attendance* (1) -** Adriana Jones – Clerk

**Members of the Public (0)**

**Members of the Press(0)**

**QUESTIONS FROM MEMBERS OF THE PUBLIC**

None

**P14.418 APOLOGIES FOR ABSENCE**

Cllr Jackson and Cllr Adams. EFDC Cllr Brady had given her apologies.

**P14.419 OTHER ABSENCES**

None.

**P14.420 DECLARATIONS OF INTEREST**

None.

**P14.421 MINUTES**

The minutes of the Parish Council meeting held on 18th January 2018 were ***APPROVED*** and duly signed by the Chairman.

**P14.422 A113 SPEED WORKING GROUP**

On 18th January immediately following the Parish Council meeting, a brief meeting was held with members of the A113 Speed Working Group as a starting point for discussion concerning ideas for a way forward to resolve the issues of speeding and overtaking along the A113 through Stanford Rivers. The Chairman confirmed he had attended a further meeting on 26th February at the Woodman at which around six members of the working group discussed possible solutions to the issues along this stretch of road. The Clerk provided a summary of the suggested actions from the meeting, as well as providing an update on a number of them:

1. *The narrow section in front of 4 London Road – On Local Highway Panel to remove central white lines***.** UPDATE: The Clerk advised that she had received an email from Sarah Alcock, ECC advising that the scheme had been validated however the validation had identified that the location did not meet the criteria for removal of the centre lining.  The site was visited on Tuesday 13th February by the Validating Engineer, and carriageway width measurements were taken along London Road from Church Lane to the north of Stanford Rivers at intermittent points where it was safe to do so. These were generally at intervals between 50 and 100 meters. The measured carriageway widths were:

*Outside of 41 London Road – 5.6m*

*Outside of 6/31 London Road – 5.6m*

*Outside of 19 – 5.7m*

*Outside of 13 – 6.0m*

*Outside of 1 – 6.2m*

Chapter 5 of the Traffic Signs Manual states ‘*On rural roads below 5.5 m in width, overrunning of the carriageway edge can occur if centre line markings are provided, causing maintenance problems. Drivers might also expect road marked with a centre line to be wide enough for opposing lanes of traffic to pass. In these circumstances the centre line should be omitted, but it would be helpful if edge of carriageway markings are then used.* Sarah stated within her email thatalbeit marginally the carriageway width exceeds the permitted criteria for the removal of the centre line marking, and that as London Road is a PR1 route (Priority 1 Route), ECC is limited as to what traffic calming measures can be implemented.  There are already VAS highlighting ‘30 SLOW DOWN’ at either end of the village and the speed limit is already set at 30mph, so regrettably there appears to be little else that can be done here.

After discussion, it was ***AGREED*** that the Clerk would establish how these measurements were taken and inform Cllr Suridja. Cllr Hollington advised that a property at the narrow location has a hedge that encroaches into the road space and that this should be reported again. There was some debate as to who is responsible for cutting this hedge.

1. *The section from the gateway sign westwards for 312 meters - this should stay at 30mph and a proposal be put forward to put in double white lines and no overtaking signs/orders as this section of the road is wider than 6.1m*
2. *The section from the Woodman to the village gateway signs - At the moment this stretch is designated as a National Speed Limit section and it was agreed that we should once again try to get this reduced to a 40mph buffer zone and add double white lines and no overtaking signs/orders as road is wider than 6.1m.To add weight to the proposals it was agreed that local people would gather the necessary information and data to support the suggestions including accidents, near misses, photographs, videos and other relevant reports*.

It was ***AGREED*** this should be placed in News and Views. It was also ***AGREED*** that the Clerk should draw up a petition to be located in the Woodman.

1. *The national speed limit signs just beyond the gateway in a westerly direction are causing drivers to accelerate before they exit the village. These should be removed if possible.*

The Parish Council fully supported the suggestions put forward by the Working Group, and ***AGREED*** the Clerk should liaise with ECC regarding these proposals.

**P14.423 NEIGHBOURHOOD WATCH SCHEME**

Councillors ***NOTED*** the report submitted by Cllr Adams, which advised of the latest crime statistics which included three reports for January – 2 burglaries and one vehicle crime – and six reports for December – 1 ASBO, 1 public Order, 2 Vehicle Crime, 1 Drugs offence, and 1 other theft. Councillors noted that this seemed quite high for the past couple of months. The Clerk advised that crime often increases around the festive period. In addition, a leaflet on Gangs had been circulated, with Cllr Adams stating that in rural locations many parents think this would not apply to this area, however children may feel more isolated in rural locations. It was ***AGREED*** this should feature in News and Views.

Regular issues are reported on the Facebook (currently 89 members) and Whatsapp groups. Thanks were recorded for Alison Sainsbury for her work in increasing membership of the Facebook group which stands at almost 90 members.

**P14.424 CLERKS COMMUNICATIONS AND CORRESPONDENCE REPORT**

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

* ‘Your community, libraries and you’ - ECC library consultation events to rethink libraries’ place in communities and make them fit for the future, relevant and sustainable. Dates of evening events through March. All members of the public are invited to attend.
* Response to EFDC Local Plan submitted
* No update on suitability of Toot Hill Village Hall for a Play in the Park event
* Arrangements been made for White Bear Path to be cut including scraping back of area with a mini digger, at a cost of £390. Cllr Saridja asked if he could be advised of the date as he would like to attend to view the works.
* The Clerk has written to Richard Gardener, EFDC, about increase in fly tipping throughout the Parish. Richard responded stating that he agreed there has been a noticeable increase in fly-tipping in Stanford Rivers in the past few months, and that all the significant fly-tips in the area are investigated. Investigations have identified two individuals/a company who is linked to at least three recent fly-tips, and they imagine they are also responsible for more tipping in the area. Work is taking place to confirm the exact identity and address of these individuals to pursue further action. The police are aware of the details of one vehicle it is believed they use and there are many other investigations ongoing. Covert cameras are occasionally used in the area and more have recently been purchased. Good quality CCTV coverage is very limited.  EFDC does not deploy overt cameras on the basis that this is likely to displace the problem elsewhere, but he would certainly recommend that landowners take action to protect their land, installing lights, cameras and signs to act as a deterrent. It is important that landowners check on any unused land or buildings to ensure these are secure.  Organised fly-tippers have recently replaced locks on a building in our district and then used the building for fly-tipping. In terms of wider action, EFDC has been part of an Essex “Crime Not to Care" campaign to try to raise awareness of the household duty of care and trying to keep waste out of the hands of rogue traders. Richard assured the Clerk that EFDC has a dedicated team who are as keen as anybody to stop fly-tipping and prosecute offenders.

Cllr Buckley stated there seemed to be a new trend of people fly tipping on the main road. In addition, the fly tips previously reported by the Parish Council along Blake Hall Road have not been removed, and it was ***AGREED*** the Clerk would chase this.

Cllr Hollington stated that historically you needed a license for dumping rubbish, to which the Chairman stated this remains the case – a waste carriers license. The Clerk advised that there is also a duty of care on the person whos rubbish is removed to ensure it is done so correctly and by a duly authorised waste company. Cllr Saridja advised Councillors of his own recent experience with a large well-known company who had subcontracted the works of debris removal which had begged the questions as to whether or not he should be asking to see a waste license. The Chairman advised that the producer of the waste is legally responsible for it until it gets to the dumping site. Cllr Saridja stated it would be nice if the now closed Ongar recycling site opened even just a couple of days a week.

**P14.425 PLANNING APPLICATIONS**

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| --- | --- | --- | --- | --- |
| 1. To ***CONSIDER*** any planning applications submitted to the Parish Council for comment as detailed below | | | | |
| EPF/0174/18 | Highlands Farm Old Rectory Road Ongar Stanford Rivers CM5 9PR | | Proposed rebuilding of barn for use as dwelling  ***NO OBJECTION*** |
| EPF/0350/18  LB | Does Farm 66 Epping Road Stanford Rivers Ongar Essex CM5 9SQ | | Grade II listed building application for two conservation 'velux' roof lights over kitchen roof, and two in extension roof. Full height window at ground floor level in living area/kitchen.  ***NO OBJECTION* *subject to listed building officer consent*** |
| EPF/0354/18 | Brook Cottage Mutton Row Stanford Rivers Ongar Essex CM5 9QQ | | Detached triple garage.  ***NO OBJECTION*** |
| EPF/0355/18  LB | Brook Cottage Mutton Row Stanford Rivers Ongar Essex CM5 9QQ | | Grade II listed building application for a detached triple garage.  ***NO OBJECTION*** ***subject to listed building officer consent*** |
| EPF/0167/18 | 5 Cumley Road Stanford Rivers Ongar Essex CM5 9SJ | | First floor rear extension and porch  ***NO OBJECTION*** |
| 2. To ***NOTE*** any planning applications that have been responded to via the Clerks delegated powers | | | | |
| EPF/0065/18 | Berwick Farm Berwick Lane Stanford Rivers Ongar CM5 9PY | | Demolition of modern barns/parts of barns and conversion of historic and modern barns to 5 dwellings, with proposed construction of cartlodges.  ***NO OBJECTION*** |
| EPF/0172/18 | Knightlands House 46 Berwick Lane Stanford Rivers Ongar CM5 9PX | | Proposed 3 bay lofted garage / cart store to garden  ***OBJECTED*** |
| EPF/0073/18  LB | Berwick Farm Berwick Lane Stanford Rivers Ongar CM5 9PY | | Grade II listed building application for proposed demolition of modern barns/parts of barns and conversion of historic and modern barns to 5 dwellings, with proposed construction of cartlodges.  ***NO OBJECTION subject to listed building officer consent*** |
| 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*** |
| 3. To ***NOTE*** any planning applications upon which EFDC do not normally accept comments | | | | |
| EPF/3317/17  DRC | | Highlands Farm Old Rectory Road Stanford Rivers Ongar Essex CM5 9PR | Discharge of condition 7 `Phase II contaminated land' on EPF/1179/16 (Change of use of an agricultural barn to a dwelling |
| 4. To ***NOTE*** any enforcement actions or appeals. | | | | |
| ENF/0531/17 | | Green Man School Road Stanford Rivers Ongar Essex CM5 9SD | Permanent occupation of chalets – breach ceased  The Chairman advised that less than a month ago he parked there, as was advised by somebody who came out of the chalets that this was ‘his parking space and he lived there’. This is also a bus stop. Councillors ***AGREED*** they would keep their eye on this. |
| 5. To ***NOTE*** any other planning matters. | | | | |

* EPF/2937/17 - Land at School Road Stanford Rivers Ongar Essex

Development: Erection of 4 no. four bedroom semi-detached dwellings

*Refuse Permission – 5th January 2018 – Reasons include Green Belt, Highways, and no tree report.*

* EPF/3141/17 - Lilac House 6 London Road Stanford Rivers Ongar Essex

New dwelling within the residential curtilage of Lilac House and associated car parking for the new and existing dwellings

*Refuse Permission – 19th January – Reasons include Green Belt, scale and mass.*

* EPF/2971/17 - Little Paddocks 115 London Road Stanford Rivers Ongar Essex

Demolition of existing outbuilding. Renovation and extension of existing two-storey dwelling including additional bedroom and ancillary space.

*Refuse Permission – 20th December 2017 – Reasons Green Belt*

* EPF/3011/17 - Autumn Cottage Mill Lane Toot Hill Essex

Two storey gable end extension.

*Refuse Permission – 22nd December 2017 – Reasons include Green Belt, and unsympathetic to Autumn Cottage*

* EPF/3316/17 - Millrite Engineering 151 - 153 London Road Stanford Rivers Ongar Essex

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)

*Refuse Permission – Reason was No evidence has been submitted to demonstrate that the affordable housing requirements set out in the Adopted Local Plan were incorrectly applied to assess the affordable housing contribution agreed as part of the planning consent granted under EPF/1008/11. Furthermore the imposition of this obligation still serves a useful purpose as the provision of affordable housing is still a key issue for the District. This is demonstrated by the West Essex and East Hertfordshire Strategic Housing Market Assessment (Affordable Housing Update) by Opinion Research Services dated July 2017 and as such its requirement is not revoked.*

**P14.426 FINGER POST**

As agreed at the January meeting, the Clerk has been investigating the missing finger post opposite Toot Hill Road and how it can be replaced. Despite numerous attempts via email and phone, the Clerk had been unable to get hold of Heritage Signs – the contractor Cllr Purkiss is trying to secure as an approved contractor with ECC – and as such she had contacted three other suppliers. One of these advised that the best company to contact was Heritage signs, and two others had responded, one stating they could complete the works, and the other stating they could only complete a cast iron copy. It was ***AGREED*** the Clerk should obtain quotes from both companies for works.

**P14.427 DEFIBRILLATOR**

As reported at the January meeting, the Defibrillator and Cabinet are ready for installation at the Toot Hill Village Hall. Cllr Tallon has expressed his concern regarding security as the Defibrillator would be located in an unlocked cabinet outside the hall and has suggested that the Defibrillator be located within the lobby of the hall with a select number of people being given a key. The Defibrillator was obtained by way of a grant (with a financial contribution) via the British Heart Foundation, and it was a requirement of the grant that the cabinet would be placed in an accessible location in an unlocked cabinet. Cllr Tallon advised that his original concern was that there are reports of defibrillators being stolen, and this would be a lot of money to lose and he was simply trying to establish a process where the defibrillator could be accessible but kept secure. Cllr Saridja stated that the purpose of a defibrillator is that it needs to be accessible and on show as it is needed quickly and without obstruction. Councillors noted Cllr Tallon's concerns, however after discussion it was ***AGREED*** the defibrillator must be located in accordance with the requirements of the funding, but that additional security measures could be used such as CCTV as a deterrent.

**P14.428 STAPLEFORD AIRPORT - AIRSPACE CHANGE CONSULTATION**

Members recalled from the January meeting 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. The deadline for responding to this consultation is 26th March 2018. As agreed, the Clerk had investigated this matter further, and on 25th February emailed additional details to all Councillors for their perusal. After discussion, the general consensus was that the Parish Council should respond stating that at this point in time the proposals had been considered, and with the information made available there are no major objections, however the Parish Council would not expect to see jet aircraft using this approach as this would cause a detriment to local residents.

**P14.429 COUNCIL TAX PROVISION IN EPPING FOREST DISTRICT**

Councillors ***NOTED*** that on 1st February 2018, EFDC Cabinet agreed that £215,000 per annum budget provision be made in the District Development Fund (DDF) for 3 years, to fund the following provision, for a pilot period of three years from April 2018 to March 2021:

* + the employment of three full-time Police Officers by Essex Police, including a Sergeant and two Police Constables, to be tasked and directed by the Council;
  + the commissioning of Parkguard security company to undertake targeted patrolling and youth engagement work; and
  + the delivery of additional, targeted sessions at Crucial Crew and Reality Roadshow

This proposal originally emanated from a series of high profile anti-social behaviour and crime incidents in Hillhouse, Waltham Abbey and in Epping High Street. However, over recent months, the District had also seen a significant escalation in the number of dwelling and motor vehicle burglaries (currently the highest number out of all Essex Local Authorities), which had resulted in Essex Police deploying a range of county-wide resources to try to address and deter the high level of crime. As at the time of printing the agenda, the following Council Tax increases for 2018/2019 were:

* Essex County Councils Council Tax increase is 4.99% - [www.essex.gov.uk/Your-Council/Council-Spending/council-tax/Documents/2018-19%20Council%20Tax%20Information%20Leaflet.pdf](http://www.essex.gov.uk/Your-Council/Council-Spending/council-tax/Documents/2018-19%20Council%20Tax%20Information%20Leaflet.pdf)
* Epping Forest District Councils Council Tax increase is 2.49%
* Essex Police Council Tax increase 7.62% - [www.essex.pfcc.police.uk/news/police-fire-crime-panel-approves-increase-council-tax-provide-150-frontline-officers-essex-police/](http://www.essex.pfcc.police.uk/news/police-fire-crime-panel-approves-increase-council-tax-provide-150-frontline-officers-essex-police/)
* Stanford Rivers Parish Council – 0% precept increase

The Clerk advised that she had included this information as this would suggest there could be significant increase in the Council Tax for each property for 2018/2019. Cllr Saridja stated that he was sure he had already received his notification with did not indicate a large increase.

**P14.430 REPORTS**

Members ***RECEIVED*** the following reports:

**Chairman's Report** – The Chairman gave the following report:

*Since I moved to the area in 1983 the recent snows were the fourth time I have been snowed in. The third time was December 2017 last when I joined Santa Claus and his Sleigh (and most other people) in not being able to get out. In the meantime we had some better weather and our lock-up garage was overhauled and now looks fantastic. Thanks to Adriana for her work in obtaining funding and to David Wickham for carrying the work out in an extremely professional manner. Some thought the padlock had been changed, but it just needed oiling!*

*I attended another meeting of the A113 Speed Working Group on Monday 26 February at the Woodman. Following this meeting Robert Jackson is undertaking next steps. We all got there and away again before the bad weather closed in again. Since Robert is not here tonight we will need to await his report in due course.*

*Today I should mention the Berwick Farm application which will see “unattractive” constructions swept away and five dwellings created from the barns. I am sure this will all be very smart and it is part of the increasing speed of Chigwellisation within our Parish. Personally, I decry high fences that obstruct open views and I don’t know why a farmyard gate has to be replaced with iron gates and large curved walls on both sides. When I arrived here in 1983 I know my new neighbour, Jean Gatward, thought we were probably “GRQ” types that would do the place up, make money and move on. In general we have loved and love living here as it was when we arrived. Having said that Toot Hill Road between Burrows Farm and the Green Man is now nearly completely Chigwellised and that is the way things are going. I met another neighbour who lives just outside our Parish and she has expressed shock at the ongoing non-countrystyle developments.*

*Regarding fingerposts, both our Clerk and myself are researching immediate possibilities and we expect to agree that the PC will defray the cost. News & Views – Our Clerk is doing a fantastic job with “N & V” and I understand Claudia Wickham is about to write some initial articles. Claudia has been working with myself at Burrows keeping the chickens in order and I will help in any way to encourage Claudia to make a success of her writing. I am in communication with our Clerk regarding the “DPO”. (Data Protection Officer.) Based on advice from the EALC I believe we will be going slowly on this one. Such a shame the Clerk can’t be the DPO. We will be tackling the fence and decking as soon as the weather allows.*

*Regarding cleaning, the new regime is fully underway and I have received good reports.*

**Vice Chairman's Report** – The Vice-Chairman raised the issue of the Stanford Rivers Village Sign being almost camouflaged within the foliage on the green in Little End, stating that some time back it was agreed to consider repainting the sign. After discussion, it was ***AGREED*** that a competition should be included in News and Views giving both young and old an opportunity to colour a picture of the sign in the hope it would inspire its future renovation. A prize would be available for the winner.

**District / County Councillors Report** – No report

**Councillors Report** - Cllr Jackson had asked the Clerk advise the meeting that the Community Speedwatch programme would restart in the spring.

Cllr Adams had asked the Council if it was prepared to include details of the Ongar Town event in News and Views, to which it was ***AGREED*** this would be acceptable.

**P14.431 DATA PROTECTION**

Councillors are asked to note that on 25th May 2018, the new General Data Protection Regulations (“GDPR”) will take effect.  It replaces the existing law on data protection (the Data Protection Act 1998) and gives individuals more rights and protection regarding how their personal data is used by Councils.  Local Councils and Parish meetings must comply with its requirements, just like any other organisation. At this stage there remains confusion and a lack of clarity on a number of issues for which the Clerk is awaiting further guidance, as well as concerns as to how this will affect smaller Parish Councils, however what is clear at this stage is, at a minimum, the following will be required of this Council:

* The GDPR requires councils and parish meetings to appoint a Data Protection Officer (“DPO”). A DPO’s duties include:
  + informing and advising the council and its staff of their obligations in the GDPR and other data protection laws;
  + monitoring compliance of the council, both its practices and policies, with the GDPR and other data protection laws;
  + raising awareness of data protection law; providing relevant training to staff and councillors;
  + carrying out data protection-related audits;
  + providing advice to the council, where requested, in relation to the carrying out of data protection impact assessments (‘DPIAs’) and the council’s wider obligations with regard to DPIAs; and
  + acting as a contact point for the Information Commissioner’s Office.

***NOTE: At this stage, the NALC guidance is that the Clerk CANNOT be the DPO.***

* All councillors, staff, committees and sub- committees are expected to apply data protection legislation in their work. The DPO should have access to full council and relevant staff, committees and sub-committees.
* A Data Audit will be needed to establish what personal data is hold and where it came from. This means reviewing personal data held on staff and volunteers, people using council facilities or services, councillors, contractors, residents, and more. The findings should be documented.
* A record of all processing activities must be kept.
* Reasonable precautions must be taken to ensure data (hard copy and electronic) is kept safe and secure.

## *Accountability – The Parish Council (including staff and Councillors) must be able to show compliance with the principles of the GDPR which include that personal data:*

#### **Must be processed lawfully, fairly and transparently.**

#### **Is only used for a specific processing purpose that the data subject has been made aware of and no other, without further consent.**

#### **Should be adequate, relevant and limited i.e. only the minimum amount of data should be kept for specific processing.**

#### **Must be accurate and where necessary kept up to date.**

#### **Should not be stored for longer than is necessary, and that storage is safe and secure.**

#### **Should be processed in a manner that ensures appropriate security and protection.**

* Individuals must be provided with extensive information about how their personal data is collected, stored and used. This information must be easily accessible, transparent and presented using clear and plain language
* Etc, etc.

The National Association of Local Councils is working hard on behalf of Parish and Town Councils across the Country to ensure there is clear guidance for Councils. At this stage, there are only two members of staff working at the Information Commissioners Office covering Parish and Town Councils countrywide, both of which are applying the rules as they would be for a business, however NALC are working with the ICO to explain how Parish and Town councils operate differently to a business.

This issue is being discussed at the Local Councils Liaison Committee meeting on 12th March and it is hoped further guidance may be available after this time. Councillors are asked to ***NOTE*** that the Clerk has attended two separate training sessions on these new regulations (both from reputable organisations in the sector), both of which gave differing advice. The Clerk has raised this directly with the Essex Association of Local Councils. This item will be placed on the May meeting for discussion and agreement in terms of how to move forward.

**P14.432 NEWS AND VIEWS**

It was ***NOTED*** that a new company had asked to advertise in News and Views. In addition, a young member of the community had put themselves forward to contribute some editorial for future editions in conjunction with the Clerk. Councillors ***AGREED*** that the Ongar fun day event on 6th May could be advertised free of charge as well as copy from Cllr Buckley regarding the Rotary club which covered this area. The next edition would also include a call for evidence / data regarding speed issues along the A113.

**P14.433 FINANCIAL REPORTS**

**a) 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 February and March | **£720.00**  *(paid monthly)* |
| BACS | HMRC | PAYE February and March | **£180.00**  *(paid monthly)* |
| BACS | Catalyst Image Solutions | News and Views printing Mar/April edition | **£153.00** |
| D/D  (3/4/18) | Public Works Loan Board | Loan Repayment | **£1,622.63** |
| BACS | D Wickham Builders | Replacement doors etc for Toot Hill Village Hall | **£1,585.00** |
| BACS | Viking Direct | Stationery | **£37.34**  *(£6.22 VAT)* |
| BACS | Argos | New Computer Clerk | **£419.98** *(£70.00 VAT)* |
| BACS | Microsoft | 1 year office subscription | **£59.99** *(£10 VAT)* |

**Bank Balances as at 28th February 2018**

|  |  |
| --- | --- |
| Unity Current Account | £ 1,116.26 |
| Unity Deposit Account | £ 23,920.56 |
| Barclays 90832650 | £ 2,368.35 |
| Barclays 00443549 | £ 2,427.71 |

**INCOME:** £60 – Feld N&V

£100 – Tallon N&V

**P14.434 TOOT HILL VILLAGE HALL**

Councillors ***NOTED*** that the Parish Council had been successful in receiving funding via the ECC CIF grant funding scheme for the following works:

* + £1165 - works to provide new Door to the Garage
  + £1495 - works to provide new fence and clearance words at the entrance road to the hall.
  + £3490 - To provide new decking and repair works to the entrance to the hall.

In addition to the these works, the entrance doors and exterior of the garage has also been painted at a cost of £415 which will come out of the Parish Council held earmarked reserve fund for the hall. Once all the works are complete, an official opening event will be held at which members of ECC and other supporters will be invited to attend. It was ***AGREED*** if possible this should take place at the May Annual Meeting. It was ***NOTED*** that a new Cleaner has started at the hall.

**P14.392 DATES OF NEXT MEETINGS**

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

* 10th May (Annual Parish Council meeting, and Annual meeting of the Parish) and possibly CIF public event.
* 5th July

Signed ........................................ Date ............................