

**MINUTES OF THE ANNUAL COUNCIL MEETING
HELD AT COUNCIL CHAMBERS,
“BANSONS”, BANSONS WAY, ONGAR,
ON THURSDAY 31st MAY 2018 AT 10.45 AM**

Present: D Birch (Chairman)

Councillors: J. Browning C. Feetham P. Keska J. Reynolds B. Vaz

Officers: P. Wicks (Locum Clerk)

Public: None present

Press: None present

21/18 Apologies for absence

Apologies were received from Cllrs Battersby, Mendoza, Cole and Devonald

22/18 Declaration of Disclosable Pecuniary Interests (DPIs), Other Pecuniary Interest and Non Pecuniary Interests under the Council's adopted Code of Conduct with regard to agenda items.

None received.

23/18 Public participation session on items previously notified to the Clerk.

None received.

24/18 To agree the Finance, Human Resources & Staffing Committee Meeting Minutes of the 19th March and 18th April 2018.

On a proposal by Councillor Browning and seconded by Councillor Birch it was AGREED to accept the minutes of 19th March 2018 as a correct record of the meeting. Vote – Unanimous. The minutes were duly signed.

On a proposal by Councillor Reynolds and seconded by Councillor Vaz it was AGREED to accept the minutes of 18th April 2018 as a correct record of the meeting. Vote – Unanimous. The minutes were duly signed.

25/18 Clerks Report

There were no items to report from the Clerk

26/18 To approve the annual governance statement for 2017 – 18

On a proposal by Councillor Browning and seconded by Councillor Feetham it was AGREED to approve the statement as issued with the agenda. Voting unanimous. The Statement was duly signed by the Chairman and the Locum Clerk as witness.

27/18 To approve the annual accounting statement for 2017 – 18

Members noted that some of the handwritten entries on the Statement were unclear. In particular item 2 appears to show £237485 whereas the value in the supporting documents is £287485 the assumption being that the **8** has been poorly written and looks like **3**.

Cllr Keska **PROPOSED** and Cllr Vaz seconded that the accounting statement be accepted with the clarification that the correct value in box 2 is £287485. This was AGREED by members – unanimous. The Statement was duly signed by the Chairman with the agreed value.

Members requested clarification on the detail of some figures in the supporting documentation:

Earmarked Reserves

Cllr Reynolds stated that at Full Council of 18 January 2018 three items had been earmarked for Jubilee Park - £1550 had been earmarked for external decorations, £850 for Grounds Maintenance and £300 ring-fenced for TV upgrade. – Members queried if these sums has just gone into General Reserves or are shown elsewhere.

A request was made that staff review what items were ring-fenced at the January meeting and report back to Members.

Admin Income

Members were unclear as to how Admin generates income as shown in the accounts and asked if the Finance Officer could provide a little more information/description regarding these sums.

28/18 Recommendations from the Jubilee Park Steering Committee

To agree to ring fence funding provided by the brewery discount scheme for Ground Maintenance work.

An extract from the minutes of 17th May 2018 are below:-

11/18 Cllr Browning proposed and Cllr Reynolds seconded that venti-draining is carried out as detailed in the specialist quotation and be done twice during the playing season. Funding to be provided from the brewery discount scheme. Additionally, this funding to be ring fenced with a recommendation being made to Full Council.

On a proposal by Councillor Reynolds and seconded by Councillor Browning it was AGREED to ring fence the funds as above. Unanimous

To note quotations received for the tree work and select a contractor, noting that funding will be from the Open Spaces budget

An extract from the minutes of 17th May 2018 are below:-

12/18(b) Cllr Browning proposed and Cllr Freeman seconded that the necessary work is undertaken well before The start of the new season. Two more quotations are obtained for the tree work and recommendation made to Full Council (Open Spaces) to proceed. Remaining work to be carried out by Jubilee Park staff and assistance from the Outside Spaces Supervisor.

The Locum Clerk confirmed that one quote had been received and a second Contractor was visiting site this morning to prepare a quotation

On a proposal by Councillor Reynolds and seconded by Councillor Browning it was AGREED to accept the lower of the two quotes when received. Unanimous

29/18 Fun Day at Jubilee Park – June 3rd – Donkey Rides

- Members noted the agenda item 183/17 decision of the Planning, Environment, Public Relations and Open Spaces committee meeting of the 17th May 2018 that the second Donkey Ride event would take place on the Nature Reserve.
- On a proposal by Councillor Reynolds and seconded by Councillor Browning it was AGREED to change of venue to Jubilee Park because of the likely increased patronage and profitability for the Council.

30/18 Matters to be raised by members for the next agenda

- Review of PEPROS committee minutes of 28th April.
- To discuss rescinding the decision regarding the allocation of staff time in light of the new committee and meeting structure (it is no longer relevant).
- Update committee action lists and produce one list for Council to monitor.

Cllr Keska reported that although 'Beat Officers' had been removed they now seem to have been reinstated with EFDC paying for some officers in the region.

Also following a number of anti-social incidents PC Paul Harrison has met with Cllrs Browning and Reynolds and is being proactive in investigating incidents. Monthly resident surgeries are planned.

Some local residents wish to see the Listed Coal Hut (Weybridge Court) moved into the railway area. Council approval in principal required.

Cllr Keska requested that consideration / clarification be given as to how residents pursue planning issues now that Council has resolved to dis-band the planning committee.

The meeting closed at 11.30AM. Signed:

Dated: