

# STOCK PARISH COUNCIL

*Clerk – Lorraine Green*

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## **MINUTES OF THE ANNUAL GENERAL MEETING HELD ON MONDAY 23<sup>RD</sup> MAY 2016 AT STOCK VILLAGE HALL, COMMON ROAD, STOCK**

**Present:** *Cllrs. Millernas, Johnson, Fenwick, Raindle, Rilstone & Mills*  
**Minute Secretary:** *Mrs Lorraine Green*  
**In The Chair:** *Cllr. Fairman*  
**Also Present:** *21 Members of the Public and CCC Cllr. Ian Grundy*

### **3436. PRESENTATIONS BY LORD PETRE AND ANDREW GARRIDO FROM JEHOVAH'S WITNESS.**

Andrew Garrido, Steve Canning and Keith Caddy from Jehovah's Witness gave an update on Temple Farm. They discussed the considerable construction scheme and a new roundabout being put in. There are 89 branches. Jehovah's Witness care for the local community, environment, interaction with neighbours, worker safety and wellbeing and have been awarded Performance Beyond Compliance. The new roundabout was discussed. There will be temporary traffic lights on B1007 and at Bakers Lane junction from 28<sup>th</sup> May to 5<sup>th</sup> June. Further traffic management may be required by Open Reach in July. Two new bus shelters with real time traffic information will be installed with uncontrolled pedestrian refuge crossing. There will be regional species feature garden with viewing area for bus passengers. There will be minimal if any increase in traffic as the workers live and work on-site. All HGV's are to turn right onto A12 they are not allowed to come through Stock. Completion of the development is due 2019. It will be a matter of months and the roundabout will be completed. Bakers Lane to A12 carriageway will remain single carriageway as it is felt that is sufficient and does not need to be made dual carriageway. 350-400 people will be working on site but residents will be registered with GP's in the local area although there is medical care on site. Tours can be arranged if residents wish to look at the site. There are no children on the site as the minimum age is 19. Only single or married couples can live on site. The site will mainly print for Europe. All workers are volunteers.

Cllr. Raindle asked what the plans were for working with the village and community. Mr. Garrido said they were open to suggestions and want to help the needs of the community.

Lord Petre explained his role as Lord Lieutenant of Essex. He advised that it goes back 500 years to King Henry VIII. The functions have slowly eroded over the years. The role is purely ceremonial today. The Lord Lieutenant is the Queen's personal representative in a particular county. You have to retire at 75 and normally hold office for a term of 10-15 year span. The High Sheriff only holds his post for one year. The Lord Lieutenant does the presentation of awards on behalf of Sovereignty and nominates voluntary organisations. He gives military medals to Territorial Army and Elizabeth Crosses are given to the next of kin of those who died in service. National honours are presented by the Lord Lieutenant as well British Empire medals and presentation of MBE's. Long service medals are presented for Police, Fire and Ambulance Services. Also miscellaneous presentations, i.e. schools.

The Lord Lieutenant takes salutes at Military parades and Queen's Birthday salute. Attends civic dinners, university dinners, unveils memorials and commemorative plaques.

Lord Petre advised that in his role he presides at Citizenship Ceremonies at County Hall. There are two sessions every fortnight with at least 30 people at each session.

He attends funerals and meets foreign Heads of State who have to be greeted by Lord Lieutenant. Lord Petre advised that he is Patron/President of an enormous amount of local organisations which include CPRE, British Legion and Girl Guides. He also attends some national celebrations.

Lord Petre in his role has to nominate 80-100 candidates to the Queen's Garden Party each year.

He is the keeper of the roles and Justice of the Peace in the County. He has to deal with the assessment and recommendations of the Magistrates and deals with complaints

The Lord Lieutenant is responsible for all organization of Royal visits to the County. The planning is very

	<p>detailed and he needs to produce a complete programme.</p> <p>Lord Petre advised that he gets a lot of support from County Hall.</p> <p>Lord Petre has to give up his position next August as mandatory at 75. He advised he has enjoyed the job and has met lots of interesting people.</p>	
<b>3437.</b>	<p><b>DEMOCRATIC TIME.</b></p> <p>A parishioner enquired why Highways had not installed posts in Smallgains Lane or put a slow sign in road or erected give way signs when they have made Swan Lane a slow lane and installed oak posts around the common. The Chairman advised that signage goes to the Highways Panel. The Clerk had sent photographs and is now very much in the hands of Highways. The Chairman asked the Clerk to write to Highways and find out if the Parish Council can put up informative signage. The Chairman stated that Highways put up plastic posts on Highways. The Parish Council cannot install posts on the highway but can put them up around the village.</p> <p>It was reported that the footpath has been moved around Back Lane (Footpath 35) and the top had been sawn off the stile and attached to timber and then put down to make a treading path. The hedge has also been taken down. Cllr. Millernas reported that if no animals are in the field owners get rid of the kissing gates and stiles these days as it is ECC policy. The Chairman said that it is happening throughout the village and everyone needs to be vigilant. It was reported that the footpath at the end of Birch Lane is slipping back as it has no steps. The Chairman suggested using CIL money to spend on footpaths.</p> <p>A parishioner said do not do remedial work on ditches just clear them. It was reported that Highways have recognised the problem in Mill Road and it will be sorted out but does take a long time. The parishioner reported that the ditch has been emptied four times and the problem has only happened since the houses started discharging into the ditch in front of the house instead of the back. This has been happening since Plantation House was built. The ditch finishes at Cobblers and opposite is a substantial 12inch pipe. Some engineering works need to be carried out to clear the ditch and pipe. Mrs Dixon has paid to have the ditch cleared once already.</p>	<b>CLERK</b>
<b>3438.</b>	<p><b>APOLOGIES FOR ABSENCE.</b></p> <p>Cllrs. Cansdale, Mills and Clark sent their apologies.</p>	
<b>3439.</b>	<p><b>ELECTION OF CHAIRMAN.</b></p> <p>Cllr. Millernas took the chair. Cllr. Johnson proposed Cllr. Fairman which was seconded by Cllr. Fenwick. Cllr. Fairman was duly elected as Chairman. All agreed. Cllr. Fairman completed the Declaration of Acceptance of Office form and re-took the chair.</p>	
<b>3440.</b>	<p><b>ELECTION OF VICE-CHAIRMAN.</b></p> <p>The Chairman proposed Cllr. Millernas which was seconded by Cllr. Johnson. Cllr. Millernas was duly elected as Vice-Chairman. All agreed. Cllr. Millernas completed the Declaration of Acceptance of Office form.</p>	
<b>3441.</b>	<p><b>APPOINTMENT OF INTERNAL AUDITOR.</b></p> <p>Cllr. Johnson proposed Peter Bentley which was seconded by the Chairman. Peter Bentley was duly appointed as Internal Auditor. All agreed.</p>	
<b>3442.</b>	<p><b>APPOINTMENT OF PARISH PASSENGER TRANSPORT REPRESENTATIVE.</b></p> <p>The Chairman proposed Cllr. Mills which was seconded by Cllr. Millernas. Cllr. Mills was duly appointed as Parish Passenger Transport Representative. All agreed.</p>	
<b>3443.</b>	<p><b>APPOINTMENT OF FOOTPATH REPRESENTATIVE.</b></p> <p>Cllr. Johnson proposed Cllr. Millernas which was seconded by Cllr. Fenwick. Cllr. Millernas was duly appointed as Footpath Representative. All agreed.</p>	
<b>3444.</b>	<p><b>APPOINTMENT OF TREE WARDEN.</b></p> <p>The Chairman proposed Cllr. Johnson which was seconded by Cllr. Millernas. Cllr. Johnson was duly appointed as Tree Warden. All agreed.</p>	
<b>3445.</b>	<p><b>APPOINTMENT OF EVENTS COORDINATOR.</b></p> <p>The Chairman proposed Cllr. Cansdale which was seconded by Cllr. Rilstone. Cllr. Cansdale was duly appointed as Events Coordinator.</p>	

3446.	<p><b>MINUTES OF THE MEETING HELD ON 25<sup>th</sup> APRIL 2016.</b></p> <p>A parishioner pointed out that it should read ‘no’ not ‘new’ in the third paragraph of Democratic Time.</p> <p>The Minutes of the Meeting, having been previously circulated, were then duly signed as a true record of events.</p>	
3447.	<p><b>DECLARING ANY PERSONAL OR PREJUDICIAL INTERESTS.</b></p> <p>Nothing to report.</p>	
3448.	<p><b>POLICE MATTERS.</b></p> <p><b>Community Speed Watch</b> - Nothing to report.</p> <p><b>Essex Police Club Watch Scheme</b> – Nothing to report.</p> <p><b>Neighbourhood Watch</b> – Nothing to report.</p>	
3449.	<p><b>GENERAL CORRESPONDENCE.</b></p> <p>a) Centenary Fields Programme – protecting valuable green spaces across the Country. As we approach the 100<sup>th</sup> Anniversary of the Battle of the Somme this July The Royal British Legion and Fields in Trust have launched the Centenary Fields programme. They are inviting Town and Parish Councils to nominate a recreational space to be dedicated as a Centenary Field to commemorate this significant milestone in history. Suggestions were Hereward Mount and Hankins Wood. Cllr. Grundy advised that the lease was still going through the process for Hankins Wood.</p>	
3450.	<p><b>PLANNING MATTERS.</b></p> <p><b>Application No. 16/00442/FUL.</b> First floor rear extension to 1 &amp; 2 Farm Cottages and raising roof. Porch extension to 1 Farm Cottages.  <b>Location:</b> 1 and 2 Little Farm Cottages, Buttsbury, Stock.  <b>Applicant:</b> Mr Chris Betts &amp; Mr David Jelley.  The Parish Council had no comments to make.</p> <p><b>Application No. 16/00654/FUL.</b> Proposed extension of ridge height. Loft conversion including rear dormer and roof windows to the front. Garage conversion.  <b>Location:</b> 28 Myln Meadow, Stock.  <b>Applicant:</b> Mr &amp; Mrs J. Ryan.  The Parish Council commented that following consultation with the residents of adjoining properties the Parish Council objects to this application on the basis that the windows in the proposed second storey would overlook adjoining gardens resulting in significant loss of privacy contrary to policy DC4 of the CCC Core Strategy.</p> <p><b>Results</b></p> <p>Nothing to report.</p> <p><b><u>Applications for Works to be carried out on trees in Conservation Area and trees that have Tree Preservation Orders.</u></b></p> <p><b>Application No. 16/05536/CAT.</b> 6 Cuppressus Leylandii – rear garden, right hand boundary – fell to ground level: 2 smaller Cuppressus – rear garden, right hand boundary- fell to ground level: Weeping Beech – rear garden, rear right corner – tidy gale damage. Reason safety concerns that trees will fall and will improve amenity value.  <b>Location:</b> The Rectory, 61 High Street, Stock.  <b>Applicant:</b> Mr Sidney Rudd.</p> <p><b>Application No. 16/05540/CAT.</b> T1 &amp; T3 – Conifer – rear left hand side of house – Reduce overall height by 4-5m. T2 – Conifer: rear right hand side of property beside swimming pool – fell to ground level.  Reason: Good Arboricultural Management.  <b>Location:</b> Marvells, 5 High Street, Stock.  <b>Applicant:</b> Mrs Susan Hill.</p>	<p><b>CLERK</b></p> <p><b>CLERK</b></p> <p><b>CLERK</b></p> <p><b>CLERK</b></p>

	<p><b><u>Planning Appeals and Decisions.</u></b></p> <p>Nothing to report.</p> <p><b><u>Tree Preservation Orders.</u></b></p> <p><b><u>Planning Correspondence</u></b></p> <p>Nothing to report.</p> <p><b><u>Urgent Planning Matters Not On This Agenda</u></b></p> <p>Nothing to report</p>																																													
3451.	<p><b>FINANCE.</b></p> <p><b>Transfers</b> - No transfers were carried out.</p> <p><b>Cheques to be Signed -</b></p> <table border="0"> <tr> <td>102104</td> <td>£300.00</td> <td>Our Lady &amp; St. Joseph RC Church</td> <td>Annual Donation</td> </tr> <tr> <td>102105</td> <td>£400.00</td> <td>Stock Cares</td> <td>Annual Donation</td> </tr> <tr> <td>102106</td> <td>£300.00</td> <td>All Saints Church</td> <td>Annual Donation</td> </tr> <tr> <td>102107</td> <td>£400.00</td> <td>Essex Air Ambulance</td> <td>Annual Donation</td> </tr> <tr> <td>102108</td> <td>£634.03</td> <td>AON UK Ltd</td> <td>Insurance Renewal</td> </tr> <tr> <td>102109</td> <td>£2,109.72</td> <td>Mrs L.J. Green</td> <td>Salary 01.05.16-31.05.16 including backdated pay to 01.04.13 – 01.04.16</td> </tr> <tr> <td>102110</td> <td>£683.99</td> <td>HM Revenue &amp; Customs</td> <td>PAYE &amp; NI</td> </tr> <tr> <td>102111</td> <td>£288.61</td> <td>Page Computers</td> <td>Clerk's computer</td> </tr> <tr> <td>102112</td> <td>£473.81</td> <td>EALC</td> <td>2016/17 Affiliation Fees</td> </tr> <tr> <td>102113</td> <td>£17.00</td> <td>NALC</td> <td>LCR Annual Subscription</td> </tr> <tr> <td>102114</td> <td>£35.83</td> <td>Mrs L.J. Green</td> <td>Expenses 26.04.16-23.05.16</td> </tr> </table> <p><b>Clerk's Salary</b> – Clerk had received a letter and had no comments to make at this stage.</p> <p><b>Budget</b> – Nothing to report.</p> <p><b>Barclays Bank Mandate</b> - Cllrs. Fenwick and Rilstone dealing with matter.</p> <p><b>Auto Enrolment Pension</b> - Clerk discussing matter with Cllr. Fenwick's Accountant.</p> <p><b>Insurance</b> – The Clerk had submitted the premium for £ to AON.</p> <p><b>Approval of Accounts for 2015/16 including Approval of Annual Return and Statement of Assurance for Accounts 2015/16</b> – The relevant documents were signed. The documents now to be sent to Internal Auditor before being sent to External Auditor. <b>CLERK</b></p> <p><b>Audit of Accounts 2015/2016</b> – The notice advertising the audit had been put on the noticeboard. All documentation to be returned to PKF Littlejohn by 13<sup>th</sup> June 2016. <b>CLERK</b></p>	102104	£300.00	Our Lady & St. Joseph RC Church	Annual Donation	102105	£400.00	Stock Cares	Annual Donation	102106	£300.00	All Saints Church	Annual Donation	102107	£400.00	Essex Air Ambulance	Annual Donation	102108	£634.03	AON UK Ltd	Insurance Renewal	102109	£2,109.72	Mrs L.J. Green	Salary 01.05.16-31.05.16 including backdated pay to 01.04.13 – 01.04.16	102110	£683.99	HM Revenue & Customs	PAYE & NI	102111	£288.61	Page Computers	Clerk's computer	102112	£473.81	EALC	2016/17 Affiliation Fees	102113	£17.00	NALC	LCR Annual Subscription	102114	£35.83	Mrs L.J. Green	Expenses 26.04.16-23.05.16	
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3452.	<p><b>COUNCILLOR/CLERK'S REPORT.</b></p> <p>Cllr. Rilstone reported that The Royal British Legion will be assembling on the Chelmsford side of the War Memorial at 7.30am on 1<sup>st</sup> July for a short service and prayer in commemoration of the Anniversary of The Battle of the Somme.</p> <p>A parishioner had approached Cllr. Raindle about having a bench on the Common in commemoration of a lost relative. The Chairman advised the parishioner should speak to Dan Porter, Chairman of Stock Cricket Club.</p> <p>It was reported that one defibrillator is about to be acquired and the group are £250.00 short from purchasing another one. One will be located probably at Stock Village Hall and the other at Stock Cricket Club. The group have raised sufficient funds and will want people to go on training courses.</p> <p>Cllr. Johnson felt that the posts installed by Lushill were rather high. The Chairman advised that they will</p>	<p><b>AR</b></p> <p><b>IR</b></p>																																												

	<p>silver over time but the tops could be cut off. It was agreed everyone would look and discuss at next meeting.</p> <p>It was agreed that the soakaway on the Common would be fenced rather than filled in.</p> <p>Cllr. Johnson reported that at the bottom of the trees on the Common saplings were coming up and somebody needed to remove them.</p> <p>Cllr. Johnson advised that the Conservation Volunteers were coming this week to do the work to the pond.</p> <p>Cllr. Millernas reported that the Headmistress was giving out the medals to the school children on the last day of term.</p> <p>Cllr. Millernas had received a quotation of £550.00 for 1,000 copies of the footpath booklet which does not include laminating. Cllr. Fenwick advised that Heybridge Publicity could produce 5,000 copies of the footpath map for £595.00. Cllr. Fenwick to get quotation for footpath booklets.</p>	<p><b>ALL</b></p> <p><b>PF</b></p>
<p><b>3453.</b></p>	<p><b>RISK ASSESSMENT.</b></p> <p>Nothing to report.</p>	
<p><b>3454.</b></p>	<p><b>DATE OF NEXT MEETING.</b></p> <p>The next planning meeting will be on Monday 6<sup>th</sup> June 2016 in Stock Village Hall and the main Meeting will be on Monday 27<sup>th</sup> June 2016 in Stock Village Hall. Cllr. Rilstone sent his apologies for the meeting on 6<sup>th</sup> June.</p>	

**The Chairman thanked everyone for coming; the meeting closed at 9.45pm.**

Signed (CHAIRMAN).....DATE.....