



WIX PARISH COUNCIL

Clerk to the Council: Mrs Emma Cansdale
2 Goose Green Cottages
Colchester Road
Wix, Manningtree
Essex CO11 2PD

Tel: 01255 871483
Email: wixparish@gmail.com

Minutes of the Annual Meeting of the Parish Council at the Village Hall on Monday 22nd May 2017 at 7.30 pm

- 17/080 **Election of Chair**
It was resolved to elect Cllr Guy Nelson as Chairman
Proposed: Cllr Lusher
Seconded: Cllr Mitchell
Agreed by all
Declaration of acceptance signed, and witnessed by the clerk.
- 17/081 **Election of Vice-chair**
It was resolved to elect Cllr Gary Bowers as Vice-chairman
Proposed: Cllr Murray
Seconded: Cllr Lusher
Agreed by all.
Declaration of acceptance signed, and witnessed by the clerk
- 17/082 **Apologies for Absence**
Cllr Townley- personal unwell.
Cllr Brown- work commitments. As the 5th non-attendance following co-option, this apology was not accepted
- 17/083 **To receive members' declaration of interests in items on the Agenda**
Councillors to declare any disclosable pecuniary interests, other pecuniary interests, and non-pecuniary interests not already declared.

Cllr Murray- Village Hall, Wix Fayre, Youth Club donation. Pecuniary interest
Cllr Mitchell- Wix Fayre donation. Pecuniary interest
Cllr Bowers- Village Hall donation. Pecuniary interest
- 17/084 **Minutes**
a) The Minutes of the Parish Council meeting dated 24th April 2017 were accepted as a correct record and duly signed by the chair.
b) The Minutes of the Parish Meeting dated 10th May 2017 were accepted as a correct record and duly signed by the chair.
- 17/085 **Public participation session with respect to items on the agenda and other matters that are of mutual interest**
A resident commented that they felt the Annual Parish Meeting was really good, and that the field was looking really good.
- 17/086 **Clerks Report**
 - The clerk reported that during the past month she had been working on the Annual Return, Internal Audit, field clearance, and parking issues, alongside the day to day business.
- Finance ****
- 17/087 **Accounts, Internal Audit report and Annual Return.**
a) To review and to consider the findings of the review of the effectiveness of internal control.

- Agreed
- b) To resolve to approve the Annual Governance Statement
Agreed
- c) To consider the resolve to approve the Accounting Statements, and be signed off by the Chair.
Agreed
- d) To receive the internal audit report
Agreed
- e) To resolve to approve the accounts ending 31st March 2017, and to be signed off by the chair
Agreed

Proposed: Cllr Nelson
Seconded: Cllr Bowers
Agreed by all

17/088 **Payments**

- a) To approve the following grants for 2017/18
 - Wix Village Hall £600
 - St Mary's Church- Church Yard Maintenance £500
 - Wix Fayre- Grand Draw prize £150
 - RBL Poppy Appeal £50
 - Wix Youth Club Room Hire £400

Proposed: Cllr Nelson
Seconded: Cllr Lusher
Agreed by all

- b) To receive monthly finance update and approve cheques for payment
Proposed: Cllr Nelson
Seconder: Cllr Murray
Agreed by all

Cllr Bowers is going to order all the parts for the field electric box. This will cost approximately £573.50 plus delivery. This will be paid by BACS once final receipts have been received. be paid by BACS.

Agreed by all

17/089 **Planning:**

- a) To receive and make recommendations on the following planning applications:

17/00681/FUL | Proposed stepped access. | Dove Cottage Colchester Road Wix Manningtree Essex CO11 2RP

Recommendation: No objection.

Proposed: Cllr Nelson
Seconded: Cllr Mitchell
Agreed by all

Helicopter flights from Gt Oakley were raised. To investigate further.

Village amenities
Field

17/690 **Play Area Inspection 2017**

To review the 2017 inspection and agree any actions.
 Actions were agreed. Many were identified at the April meeting, and the items relating to the new equipment will be sent to Playquip for their input.

17/091 **Financial regulations Review**

Following a discussion, it was resolved to amend the tender threshold section of the Financial Regulations, once clarification from EALC has been received.

- 17/092 **Standing Orders Review**
Following a discussion it was resolved to amend the section of the Standing Orders to reflect the change in tender threshold in the FR, only.
- 17/093 **Councillor Portfolio's and responsibilities**
Following a discussion, councillor's portfolios and responsibilities were agreed. * See separate document.
Proposed: Cllr Bowers
Seconded: Cllr Murray
Agreed by all
- 17/094 **Mower Insurance**
To discuss options for insuring the PC mower. The policy expires in June. To resolve on of the following options:
a) To renew the mower's motor insurance.
b) To cease the motor insurance for the mower, and cover it under the PC policy, until it is sold. The mower will not be used or driven on the road during this period.
It was resolved to not it renew the mower insurance, but to add to PC policy until sold.
Proposed: Cllr Bowers
Seconded: Cllr Mitchell
Agreed by all
- 17/095 **Youth Club**
To discuss options for 'staffing' the youth club in the future
Following a discussion, it was agreed to bring the item back to the June meeting after the youth club meet.
- 17/096 **Correspondence.**
• 10th June- Rob the Steam Train driver has asked to use the village field for a train event.
Agreed.
• Concerns were raised following loud music on the field later than 11pm. If WPC are to consider allowing the field to be used in this way it may be worth making a small charge for use of the field or a withheld deposit. To consider more fully.
- 17/097 **Reports and updates**
• **Highways- Clerk.**
• **Village Hall- Cllr Bowers**
• **TDALC- Cllr Mitchell**
• **Allotment ditch**
- 17/098 **Items to be added to next Agenda**
• Use of the football pitch for the forthcoming year.
- 17/099 **Items of interest and note.**
• The next Parish Council Meeting will be held on Monday 19th June at 7.30 pm

Members of the public please be advised that, in order for the council to give an effective response, matters they wish to raise must be brought to the notice of the Parish Council at least seven working days before the date of the meeting in writing or by email to the clerk- Thank you.