

Boreham Parish Council

Minutes of the Meeting of Boreham Parish Council held in the Village Hall Boreham at
7:30pm on Monday 4th June 2018

Present

Councillor J Galley (Chair)
Councillor S Bass
Councillor C Perrin
Councillor J Rice
Councillor A. Leach
Councillor G Cooch
Councillor M Sellors
Councillor L Mann

Also in attendance: Mrs Lisa Miller (Parish Clerk) and parishioners.

3184 Apologies for Absence

Apologies were received and accepted from Councillor Crick.

3185 Declarations of Interest

None were declared.

3186 Public Participation Session

No members of the public were present.

3187 Minutes of the Parish Council Meeting held on 14th May 2018

The Minutes of the Annual Statutory Parish Council Meeting held on 14th May 2018 had been previously distributed. It was then RESOLVED that the Minutes be signed as a true record of the meeting.

3188 Correspondence

a) Essex County Council - Invitation to participate in the 2018/19 Winter Salt Bag Partnership Scheme.

It was agreed that the parish council would not participate in the scheme as there was nowhere to store the salt.

b) Family Fundraiser – Recreation Ground in August. Erection of banner. Does this need permission?

It was agreed that we should grant permission for a period of three weeks prior to the event.

c) National Rural Crime Survey – deadline is 10th June 2018.

Councillors were reminded that they should complete this survey if they had not already done so.

d) Twinning Association Trees – when do we plan to take the trees donated to them as they need

planting. It was recommended for further discussion at the Greens meeting but they can be stored until locations are confirmed at a residents' garden.

e) A12 Widening Scheme Update. The scheme has been delayed to accommodate the emerging local housing proposals for the North Essex Garden Community at Marks Tey.

f) Temporary Traffic Regulation Order – Cuton Hall Flyover, Springfield Road. This road will be closed for one night on 11th June 2018.

g) Remaining correspondence as set out on the list circulated, not discussed elsewhere on the agenda.

There was no further correspondence.

3189 Les Hawkins – Specials Supported Policing

Les Hawkins presented the new specials supporting policing being set up in towns and villages. IT WAS RESOLVED THAT the parish council would apply to recruit two special constables.

3190 Bootcamp on the Recreation Ground

IT WAS RESOLVED THAT the Bootcamp be granted permission for a three month period payable in advance for a period of £250 plus £20 administration fee.

3191 Grass Cutting Contract

It was agreed that Nightingales contract would be extended until the end of the year with the tender being commenced in the autumn.

3192 Internal Auditor

It was noted that the internal audit had been carried out on the adequacy of systems of control by Heelis and Lodge. The report had been circulated and was noted. The Chairman, on behalf of all members, thanked the Clerk for her hard work in keeping all financial records in excellent order.

3193 Councillors Report

a) City Councillor J Galley's Report

The Final Local Plan to be submitted to the Planning Inspector shortly.

b) County Councillor J Spence.

Councillor Spence sent his apologies. No report had been received.

c) Village Hall Management Committee Representative's Report.

Nothing to report.

d) Public Transport Representative

Cllr Cooch had sent a letter to the CEO of First Buses with an acknowledgement received that it would be investigated.

e) Speedwatch

Two sessions were held this month with 28 cars reported including a motorcyclist travelling at 49mph. Four cars failed to be identified. A training session is organised for 16 June. We currently have three volunteers from Boreham and two from Hatfield Peverel.

f) Other reports – There were no other reports for discussion.

3194 Committee Minutes

Planning Committee meeting held on 14th May 2018

The minutes were confirmed with no comment.

3195 Financial Matters

a) Budgetary control and Accounts Reports.

Members were circulated with budgetary control reports. Members approved the reports.

b) Ratification and authorisation of Payments

It was RESOLVED to accept the Accounts as drawn and ratification and authorisation was given for the cheques and payments (appendix attached).

c) Approve the Income and Expenditure Accounts for the year ended 31 March 2018 and the Balance Sheet as at 31 March 2018

Members approved the Income and Expenditure Account and the Balance Sheet for the year ended 31 March 2018

3196 Section 1 – Annual Governance Statement 2017/18 Members acknowledged as members of Boreham Parish Council their responsibility for ensuring that there is a sound system of internal control, including

the preparation of the accounting statements. The annual governance statement 2017/18 was circulated and it was RESOLVED that this be approved and the Chairman and Clerk signed the statement.

3197 Section 2 – Accounting Statements 2017/18. This had been signed by the Clerk. After full consideration of Section 2 of the Annual Return, it was RESOLVED to approve the Accounting Statements 2017/18 and this section was duly signed by the Chairman.

3198 Section 3 – Annual Internal Audit Report 2017/18 – Members noted that the internal auditor had carried out a selective assessment of compliance with relevant procedures and controls during the financial year ended 31 March 2018. The internal auditor had confirmed in all significant respects the objectives of internal control were being achieved throughout the financial year to a standard adequate to meet the needs of the Parish Council.

There being no further matters for consideration, the Chairman thanked Members for their attendance and declared the Meeting closed at 9.08pm.