

MINUTES OF A MEETING OF PURLEIGH PARISH COUNCIL, HELD IN THE WELLS PAVILION, HOWE GREEN ROAD ON FRIDAY, 17TH JULY 2020 AT 7.00 P.M.

Members present: Mr. G. Rayner (Chairman), Mr. C. Ash, Mr. S. Bardwell and Mr. S. Potter.

Also in attendance: Mrs. Jane Potter (Clerk).

1/07/20 APOLOGIES FOR ABSENCE

Apologies were received from Mr. N. Arthur, Mr. G. Strathern and Mr. B. Oliver who were unable to attend the meeting due to prior personal commitments and for health reasons.

2/07/20 DECLARATIONS OF INTEREST AND APPLICATIONS FOR DISPENSATIONS (Localism Act 2011)

There were no new Declarations of Interest made nor were there any applications for dispensations from the provisions of the Localism Act 2011.

3/07/20 THE MINUTES OF THE MEETING OF PURLEIGH PARISH COUNCIL HELD ON 19TH JUNE 2020 having been circulated to all Members, were approved, and signed by the Chairman.

4/07/20 TO DISCUSS ANY MATTERS OF INFORMATION ARISING FROM THOSE MINUTES:

4.1/07/20 Clerk: The Clerk did not have any matters of information arising from the June meeting to report to Members.

4.2/07/20 Members’: Members did not have any matters arising from the June meeting to discuss.

5/07/20 PLANNING MATTERS

5.1/07/20 Decisions taken between meetings: HOUSE/MAL/20/00560 Single storey rear extension with flat roof and glazed lanterns, Montrose, Birchwood Road, Cock Clarks.

The Parish Council recommended **APPROVAL**.

FUL/MAL/20/00584 Demolition of the existing bungalow and the erection of replacement dwelling and garage, widening of access. St Andrew’s Bungalow, Maldon Road, Latchingdon.

The Parish Council recommended **APPROVAL**.

7.2/07/20 Current applications: FUL/MAL/20/00589 Installation of an extension of a drop kerb. 31 The Glebe.

The Parish Council recommended **APPROVAL**.

It was agreed however to inform Maldon District Council that the applicant had changed the nature of their front garden by removing all the turf and replacing it with a hard surface without the benefit of planning permission. This was problematic in that by removing the turf (a permeable surface) and replacing it with non-permeable material, run-off would flow onto the road, potentially causing a flood risk further down. Members believed that that the above application should have incorporated the changes to the front garden. Consequently, the Parish Council would ask Enforcement Officers to investigate.

HOUSE/MAL/20/00674 Detached garage with games room and storage within roof space. Primrose, Howe Green Road, Purleigh.

The Parish Council recommended **APPROVAL**.

HOUSE/MAL/20/00661 Alterations to roof comprising of side and rear dormers together with double doors and balcony to the front and a Juliet balcony with double opening to the rear. Arundel House, Lower Burnham Road, Purleigh.

The Parish Council recommended **APPROVAL**.

FUL/MAL/20/00472 Demolition of existing barn to be replaced by 3 bedroom dwelling. Oakfield Farm, Hyde Chase, Purleigh.

The Parish Council recommended **REFUSAL** on the following grounds:

1. The application site lay outside the defined settlement boundaries of Purleigh where policies of restraint applied.
2. The District Council could demonstrate a five year housing land supply to accord with the requirements of the National Planning Policy Framework.
3. The site had not been identified by the District Council for development to meet future needs for the District and did not fall within either a Garden Suburb or Strategic Allocation for growth identified within the Maldon District Local Development Plan to meet the objectively assessed needs for housing in the District.
4. The development of this site for housing remote from community services and essential support facilities and inaccessible by a range of transport would represent an unsustainable form of development.
5. The poor sustainability credentials of the site and its locality would significantly and demonstrably outweigh the benefits of the proposal when assessed against policies S1 and T2 of the Maldon District Local Development Plan and guidance contained within the National Planning Policy Framework
6. The proposal would result in an unacceptable and inappropriate form of development, as a result of visual encroachment and harm to the character, natural beauty, tranquillity, amenity and traditional quality of the rural landscape which would be caused by the provision of a dwelling on this site, coupled with its associated paraphernalia, hardstanding, enclosures and general domestication, contrary to Policies S1, S8 and D1 of the Maldon District Local Development Plan and guidance contained within the National Planning Policy Framework

5.3/07/20 Notification of appeals:

Town and Country Planning Act 1990, Appeal under section 78

Site Address: Land adjacent Caxton Pride, Hackmans Lane.

Proposal: Outline application with the matters of access and layout for determination for the erection of 5 detached dwellings.

Application Ref: 20/00170/OUT

Appeal Ref: APP/X1545/W/20/3252706

Appeal Start Date: 22nd June 2020

Members noted that an Appeal had been made to the Secretary of State against Maldon District Council's decision to refuse to grant planning permission for the above development.

5.4/07/20 Maldon District Council planning decisions: Members noted that Maldon District Council had **APPROVED** the following planning application:

- ◆ NMA/MAL/20/00555 Application for non-material amendment to approved planning permission 19/00674/FUL (Erection of building for oyster purification and ancillary aquaculture storage by the Maldon Oyster Company.) Amendment sought: Minor amendment to materials, windows, internal layout and added a porch. Birchwood Farm Birchwood Road Cock Clarks.

5.5/07/19 Other planning matters: Proposed Bradwell B Power Station - Stage One Public Consultation:

Members noted that in response to the Parish Council's request in support of West Mersea Town Council that the public consultation period be deferred until public meetings and exhibitions could be held again, the Bradwell B Communications Team had explained the other measures it had put in place to allow the public to

participate, such as telephone surgery sessions, a virtual exhibition and an interactive Stage One summary document.

In acknowledgment of the current situation with Covid-19, the company had also already extended the duration of the consultation by five weeks (to the date of 1st July 2020), to allow people to engage with the project at a slower pace and give them more time to respond.

To help support Parish Councils in their understanding of the DCO consultation process, the company had also provided funding to Planning Aid England, an independent body consisting of volunteer planners and members of the RTPI (Royal Town Planning Institute) who had been providing assistance.

In light of the above and considering government advice that nationally significant infrastructure projects like Bradwell B should continue to progress, responses had still had to be submitted by 1st July 2020.

The Parish Council also noted the response from the Planning Inspectorate who had advised that the pre-application consultation process was entirely led by the Applicant and so the Planning Inspectorate had no involvement in it. The Applicant was responsible for ensuring that it complied with the legislative requirements surrounding the consultation, which were set out in the Planning Act 2008.

When an application was formally submitted to the Planning Inspectorate for examination however, an assessment would be made on whether the application was of a satisfactory standard to proceed to an examination. One key element of this assessment was to check whether the Applicant had fulfilled their statutory consultation duties. In order to help make an informed decision on this matter the Inspectorate would write to all host and neighbouring Local Authorities for their views on the adequacy of the consultation process.

It was noted that Robert Jenrick (Secretary of State for Housing Communities and Local Government) and Rt Hon John Whittingdale OBE MP had only sent automatic acknowledgements and that no replies had been received from Maldon District Council, Essex County Council, Colchester Borough Council or the Home Secretary.

Members noted that the consultation period had not been extended and that Bradwell B had subsequently acknowledged receipt of the Parish Council's response.

The Parish Council understood that on 9th July 2020 Maldon District Council had **REFUSED** to grant planning permission for an application to carry out ground investigations, load test and associated works in connection with a proposed new nuclear power station at Bradwell-on-Sea, together with the creation of two site compound areas and associated parking areas. The Parish Council had yet to receive a copy of the decision.

Magnox Interim Storage Facility (ISF) at Bradwell: Members noted that Magnox intended to apply for the removal of a four-year limit on the transfer of waste from Dungeness A and Sizewell A sites to Bradwell, which had been imposed by Essex County Council when permission had been granted in 2016.

Ian Cuthbert (Site Director, Bradwell and Sizewell A Sites) had written to the Parish Council providing Members with an update on the progress of movements of waste packages into the Interim Storage Facility (ISF) at Bradwell from other Magnox sites. In 2016, Essex County Council had granted permission to allow packaged waste to be transferred from the Dungeness A and Sizewell A sites to Bradwell. These plans reflected the Nuclear Decommissioning Authority's national strategy to make best use of existing assets and avoid unnecessary construction and decommissioning activity.

It was noted that Magnox had undertaken public engagement with stakeholders on the proposals at the time of the application. To date, nearly 90 intermediate level waste (ILW) packages, transported from Dungeness A Site in Kent, had been placed into the ISF, as part of Magnox's commitment to ensure wastes were stored safely and compliantly until a permanent geological disposal facility became available for England and Wales. This number represented about a quarter of the capacity of the ISF, which also stored waste packages generated at Bradwell. Magnox had several different waste streams, all of which required slightly different treatments for processing and conditioning to ensure the packages would be suitable for long-term storage.

The treatment processes could be lengthy, but safety was the number one priority and so it was important that the utmost care was taken throughout. In recognition of these complicated processes, and to enable Magnox to keep on delivering its mission, the company intended to apply for the removal of the four-year limit on the transfer of waste from Dungeness A and Sizewell A sites to Bradwell which had been imposed by Essex County Council when permission had been granted in 2016. So far about half of the anticipated number of packages had been transferred to the store and, if granted, this amendment to the original planning permission would enable transfers to take place beyond the original restriction of March 2022. A second restriction of December 2023 would remain in place, and the number and origin of packages permitted for transportation to Bradwell would not change.

The reasons behind the application included:

1. A slower rate of packaging at Dungeness, due to factors associated with deploying new technology
2. A need to defer waste retrievals and processing at Sizewell so resources could be reallocated to other hazard reduction and decommissioning work
3. The need to pause operations at sites during the UK coronavirus epidemic.

Members noted that it was presently unclear when normal operations at Dungeness A could resume. Magnox therefore intended to apply to Essex County Council for this amendment in July 2020. The Parish Council was advised to address any comments or questions to magnoxcommunications@magnoxsites.com ...'

6/07/20 HIGHWAY MATTERS

6.1/07/20 Highway safety: Hackmans Lane and Marlpits Road: Members noted that the Parish Council had not yet received a response from Essex County Council to its request for fixed speed cameras within the 30mph speed limit in Hackmans Lane and the introduction of a 7.5 ton weight limit, and/or other appropriate traffic calming measures such as those used in Hanningfield and Rettendon to deter HGV's from using these lanes.

Members noted the contents of another email from a resident of Hackmans Lane regarding speeding traffic and the volume of HGV's using Marlpits Road and Hackmans Lane.

6.2/07/20 Other highway matters: Members did not have any other highway matters to discuss.

7/07/20 PLAYING FIELD AND OPEN SPACES

7.1/07/20 Children's Play Area, Risk Assessment and re-opening: Members noted and approved the contents of a Covid-19 risk assessment on the children's play area prepared by the Clerk and circulated to Councillors before the meeting.

It was agreed to re-open the children's play area, in line with the recommendations in the risk assessment. The Vice-Chairman kindly volunteered to print signs provided by Maldon District Council in colour and laminate them for the Parish Council. The signs instructed users to sanitise or clean their hands before entering the play area, keep their distance from others, not to enter the play area if they felt unwell and to sanitise or clean their hands after they had left.

The Chairman, Vice-Chairman and Mr. Potter agreed to meet at the site on Saturday, 18th July 2020 to erect the appropriate signage and reinstate those items of equipment which had been decommissioned during the closure.

Members also noted that Andrew Macmorland had mown and strimmed the play area in advance of the re-opening of the facility.

7.2/07/20 Letting the Pavilion and associated Risk Assessment: Members noted and approved the contents of a Covid-19 risk assessment on the Pavilion prepared by the Clerk and circulated to Councillors before the meeting.

It was agreed to partially re-open the pavilion (excluding the changing rooms and showers for the time being) once it had been deep cleaned, in line with the recommendations outlined in the risk assessment.

Members hoped that the Pavilion could be re-opened by 1st August 2020.

Purleigh Cricket Club: Members noted that Josh Taylor (Purleigh Cricket Club) had advised the Parish Council that now the Club had received ECB/Government guidelines it was drawing up its Covid-19 prevention policies. The Club was proposing that the only use of the Pavilion facilities would be use of the toilets, to be accessed by players *via* the rear emergency doors only on a one in / one out basis (or a one way system could be imposed if Members' preferred). The changing rooms would be out of bounds unless the club needed to isolate an injured/ill player whilst awaiting medical assistance. Players would bring their own food and drinks and only the red fold up seats would be used rather than benches etc. to allow for social distancing, and these chairs would be sprayed down each week. Appropriate signage would also be put up.

Members noted that the Club was aiming to play its first home game on 1st August (it had two away games first at larger clubs so it could see what measures they had put in place) and it would play approximately 5 home games on various Saturdays up to mid-September.

It was noted that South Woodham Ferrers Cricket Club would not be using the facilities this year.

7.3/07/20 Appointment of a new cleaning contractor: Members considered a quotation from Libby Johns (S & S Domestic Services) for cleaning the Pavilion as follows:

Deep cleaning the Pavilion prior to re-opening	
Approximately 7 to 9 hours @ £15 per hour	£105 – £135
Weekly Clean 2-3 hours @ £15 per hour	£30 - £45
Ad hoc additional cleaning between events @ £15 per hour	

It was agreed to accept Mrs. Johns' quotation.

7.4/07/20 Other playing field and open spaces matters: *Replacement Bench at the end of Rigby's Path:* Members noted and approved that the owners of the tree that had fallen on the original bench had agreed to pay the full cost of the replacement bench (£412.46) less the sum of £150.00, being the amount of money the Parish Council owed them, being 50% of the cost of works to the tree which straddled their and the churchyard boundary (Min ref: 7.5/07/19.)

To receive a quotation for work to trees identified in the Parish Council's tree survey report and risk assessment dated 1st June 2020: Members were reminded that in June 2020 the Parish Council had authorised A.G. Macmorland Farming Partnership to carry out the works identified as Category 3 High Risk in the Parish Council's Tree Survey report and Risk Assessment dated 1st June 2020 by Place Services (Essex County Council) and that Mr. Bardwell had agreed to obtain a quotation from Manor Tree Services for the work Mr. Macmorland couldn't carry out (Min ref: 8.3/06/20.)

Mr. Macmorland had not been asked to quote for the Category 4 and 5 work.

Members noted that Manor Tree Services had provided the following quotation to carry out all the work identified in the Parish Council's Tree Survey report and Risk Assessment:

For all the work regardless of priority:

Playing field	£2,650.00
Common	£600.00
Allotments	£40.00
Church and War Memorial	<u>£2,550.00</u>
	£5,840.00

Broken down by priority:

Work categorised as Category 3 High Risk to be completed within 90 days of the report (excluding the work already carried out by A.G. Macmorland Farming Partnership):

Playing field	£1,650.00
Churchyard	<u>£1,250.00</u>
	£2,900.00

Members noted that Andrew Macmorland had subsequently carried out work to the roadside Holly trees in the Churchyard which were dead or dying and which Manor Tree Services had quoted the sum of £400 to complete, reducing the total for the Churchyard (Category 3) down to £850.00 and the total quote for Category 3 High Risk work to:

£2,500.00

Work categorised as Category 4 Moderate Risk to be carried out over 12 months from the date of the inspection report:

Playing field	£900.00
Common	£600.00
Churchyard	<u>£1,300.00</u>
	£2,800.00

Work categorised as category 5 Low Risk and may be done if the budget allows:

Playing field	£100.00
Allotments	<u>£40.00</u>
	£140.00

It was agreed to ask Manor Tree Services to carry out the remaining Category 3 High Risk work on the Playing field and in the Churchyard at a cost of £2,500 plus VAT.

It was also agreed to ask A.G. Macmorland Farming Partnership to carry out all the category 4 and 5 work that he was able to do, so that this work could be completed whilst the ground conditions were favourable.

Broken drain pipes from the kitchen on the back of the Pavilion: Members noted that vandals had ripped away some of the drainpipes at the back of the Pavilion behind the kitchen. It was agreed to ask Steve Russell (Nestwood Building Services) to replace the broken pipes etc. as securely as possible to try to prevent future damage.

It was also agreed to ask Mr. Russell to provide the Parish Council with a quotation to re-paint the black wooden boarding at the back of the Pavilion starting at the section containing the blue double doors and continuing to the end by the rear exit. The boards would need sanding prior to the application of two coats of appropriate black outdoor weatherproof paint.

8/07/20 ALLOTMENT MATTERS

8.1/07/20 To receive a report of the annual inspection and risk assessment of the site: Members noted that the Clerk and Mr. Potter had inspected the allotment gardens in Chelmsford Road on 9th July 2020. Their observations had been as follows:

Site:

Signs: Most of the signs had disappeared and needed renewing (Covid-19, Dog fouling and 'Please close the gate'.)

Paths: Whilst some of the paths had been beautifully maintained and were 3 feet wide (especially around plots 1,2,3 and 11) the rest were not, varying in width and as a consequence in the narrowest parts were un-mown. One tenant appeared to have used weed killer liberally, killing all the grass on some of the paths surrounding their allotment and they had also used it indiscriminately at the front of the site.

There was also no or very limited access around the back of plots 7,8,9 and 10 which had been cultivated right up to New Hall's boundary fence.

Problem areas: The worst area of the site was the corner under the Oak tree where there was a plastic chair, a table, chicken wire, drain pipes, wooden stakes, metal stakes, rope and black plastic sheeting stored or

abandoned, most of which were covered in weeds. This was an eyesore and reflected badly on the Parish Council as the area was adjacent to the pedestrian footpath.

Oak tree: The Parish Council's tree survey and risk assessment had found the tree to be in good overall condition and recommended that the dead branch on the roadside be removed (work priority 5 – Low; May be done if budget allowed.) The report did warn however that a crown lift may be necessary within the next 12 months if the minimum clearance of 5.2m over the carriageway was not maintained.

Allotments: Plots 2, 3, 4, 8 and 11 were 100% cultivated with 100% weed control and were a real credit to their tenants. The new tenant of Plot 6 deserved much congratulation having really got to grips with a virtually abandoned plot, as did the tenant of Plot 11 who had restored this plot to its former condition.

The wooden compost bin at the end of Plot 5 had collapsed over the path.

Plot 9 was at least 18" longer than it should be and was out of line with the ends of all the other plots in that row, making access with a lawnmower and wheelbarrow very difficult. This was not the fault of the current tenant who had 'inherited' it in this condition.

Risk Assessment: Members noted the contents of a risk assessment of the allotments prepared by the Clerk and circulated to Councillors before the meeting.

Members noted that at the request of a tenant the Clerk had met with them at the site at 6.30 a.m. on Monday, 13th July 2020 so that they could physically demonstrate some of the problems they were encountering at the site, most of which had been identified in the annual inspection and risk assessment.

A report of this meeting, incorporated in the July 2020 Updated Information circulated to Parish Councillors were noted by Members.

Apart from the issues reported above the tenant had drawn the Parish Council's attention to the following:

Metal poles: An additional hazard was the risk of injury from numerous metal poles inserted close to the edging boards surrounding Plot 4 (some within the plot and some outside it stuck in the path, all of which leant towards the adjacent path.) Many of these poles had no protective cover over their ends and as a result it would be very easy to sustain a serious injury from them.

A second tenant had also independently drawn this issue to the Parish Council's attention.

It was agreed to:

1. Inform all tenants that no weed killer whatsoever should henceforth be used on any communal parts of the site, including the areas by the gate and under the Oak tree or on any of the paths.
2. Advise all tenants that the Parish Council intended to clear the area under the Oak tree, which was an eye sore, and to ask them to take home anything that belonged to them that was stored there or remove it and keep it within the confines of their allotment by the end of August 2020, after which the Parish Council would clear the area.
3. Ask the tenant of Plot 4 to remove all the metal posts around their allotment and on the adjacent path and replace them with blunt ended wooden stakes to remain upright at all times and not to encroach onto the surrounding paths.
4. Ask the tenant of Plot 5 to reinstate their compost bin which had collapsed over the path.
5. Ask the tenant of Plot 9 to shorten their allotment by approximately 18 inches so it was in line with the ends of the other plots in the row to reinstate the full width of the path and allow other tenants to access their plots and compost bins more easily. Members fully appreciated that the tenant had inherited the plot in this condition and would suggest that they enlisted the former tenant's help in carrying out the remedial work required.

Members thanked Mr. Bardwell for changing the tap on the water tank.

8.2/07/19 Rent review 2021/2022: Members noted that the current rental was £35 per allotment per annum and all that 11 plots were occupied at the present time.

Having given careful consideration to the allotment accounts 2019/2020 and to anticipated income from, and expenditure on, the allotments during 2020/2021, it was proposed and agreed that the allotment rent remain the same in 2020/2021.

Members noted that between meetings the Parish Council had managed to secure a credit note from Anglian Water Business (National Ltd) in respect of the allotments in the sum of £114.53. It was agreed to submit a meter reading to Anglian Water as soon as possible to provide a realistic indication of the amount of water being used at the site.

Members noted that there was one Cold Norton resident on the waiting list.

8.3/07/20 Other allotment matters: Following the letters sent out after the June meeting (Minute 10/06/20), three allotment holders had replied in writing and one had responded verbally (excluding the two allotment holders involved in the dispute.) Details of their replies were noted by the Parish Council.

9/07/20 FINANCIAL MATTERS

9.1/07/20 To receive a report of the internal audit of accounts for the period 1st April 2020 to 30th June 2020: Members noted that the Chairman had carried out an internal audit of the accounts for the period 1st April 2020 to 30th June 2020 on Wednesday, 15th July 2020 at 8.30 a.m.

During the audit, the Chairman had checked statements of balances submitted to the Council against its bank statements and transaction books and carried out a bank reconciliation. He had also inspected the petty cash book, VAT and PAYE records and other subsidiary accounting records as he had seen fit, in accordance with the Parish Council's internal audit procedure.

There were no matters of concern arising from the internal audit to report to the Parish Council.

9.2/07/20 To receive a Statement of Accounts for the period 1st April 2020 to 30th June 2020: It was unanimously agreed to approve the Statement of Accounts for the period 1st April 2020 to 30th June 2020 as follows:

Statement of Accounts:

Receipts:	£79,151.83	Barclays Bank Plc:	
Payments:	£13,643.20	Current account	£1,561.50
		Business Premium Account	£46,106.31
		Historic Buildings Fund	£10,491.87
		Miss Pawsey's Legacy	£7,298.95
		Petty Cash	<u>£50.00</u>
	<u>£65,508.63</u>		£65,508.63

Bank Statements detailing the transactions to date in all four of the Parish Council's bank accounts for the financial year 2020/2021 were available for Members' inspection at the meeting, as part of the internal audit process.

9.3/07/20 To conduct a review of the financial year 2020/2021 and to consider forward estimates of income and expenditure for the financial year 2021/2022: As part of the Parish Council's internal audit process, Members received a detailed breakdown of receipts and payments for the period 1st April 2020 to 30th June 2020, and considered and approved forward estimates of income and expenditure to the end of the financial years 2020/2021 and 2021/2022.

9.4/07/20 To receive a report of receipts: Members received a report of the following receipts:

H.M Revenue & Customs	VAT refund for the period 1 st April to 30 th June 2020		£853.32
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9.5/07/20 To approve payments of accounts between meetings: Members noted and approved that the following accounts had been paid between meetings, adhering strictly to the procedures outlined in the Parish Council's Financial Regulation 5.5.

Essex County Council	Tree survey and report	£425.00	
	VAT	<u>£85.00</u>	
			£510.00
Wealden Benches	Bench (Rigby's Path)	£450.00	
	Fixing kit	£45.00	
	Delivery	£34.95	
	VAT	<u>£82.49</u>	
			<u>£494.95</u>
			£1,004.95

9.6/07/20 To approve payment of accounts to hand and transfers between bank accounts: It was unanimously agreed to approve payment of the following accounts to hand:

Mrs. Jane Potter	Salary – June 2020	£1,338.60	
	Less tax	£43.60	
	National Insurance	£65.59	
	And Pension Contributions	<u>£77.63</u>	
			£1,151.78
H.M. Revenue & Customs	Tax	£43.60	
	National Insurance (employees)	£65.59	
	National insurance (employers)	<u>£83.71</u>	
			£192.90
Essex Pensions Fund	Employee contributions (5.8% pensionable pay)	£77.63	
	Employer contributions (21.7% pensionable pay)	£311.89	
	Administration charge (8% employee contributions)	<u>£6.21</u>	
			£395.73
A.G. Macmorland Farming Partnership	Grass cutting	£597.00	
	VAT	<u>£119.40</u>	
			£716.40
Rural Community Council of Essex	Subscription 2020/2021	£60.50	
	VAT	<u>£12.10</u>	
			£72.60
Mrs Jane Potter (Reimbursement)	5 Wash your hands stickers	£6.66	
	4 Attention all visitors signs	43.64	
	4 Use hand sanitiser signs	£5.60	
	4 x 5L 70% hand sanitiser gel	£116.64	
	VAT	<u>£34.50</u>	
			£207.04
G. Flowers	Supply and fit 2 New Emergency Lights in the Pavilion		£150.00

R. Rapley	Website maintenance April – June 2020		£65.00
E-on	Electricity Re: Pavilion VAT	£119.94 <u>£6.00</u>	£125.94
Mrs Jane Potter	Petty Cash – Reimbursement Postage		£11.58
Maldon District Council	Agency Services (Tru-Cam) April to June inc VAT	£273.60 <u>£54.72</u>	<u>£328.32</u> £3,417.29

As only one signatory on the Parish Council's Bank account was present at the meeting, Members agreed that Mr. Potter and Mr. Strathern could sign the cheques at their convenience over the weekend.

Transfers: Members noted and approved the following bank transfer:

- 1 On 16th July 2020 the sum of £4,032.42 had been transferred from the Business Premium Account (80731099) to the Community Current Account (40731080) to cover payment of the above accounts and leave approximately £1,500 in the current account.

Bank reconciliation as at 30th June 2020: Members noted and approved that a bank reconciliation for the period 1st April 2020 to 30th June 2020 was carried out by the Chairman on 15th July 2020 as part of the internal audit of the Parish Council's accounts for the period 1st April 2020 to 30th July 2020.

10/07/20 CORRESPONDENCE

Maldon District Recognition of Service Awards: Members noted that the Maldon District Coronavirus response team were aware that there were hundreds of people actively supporting the community and individuals and wanted to recognise and celebrate community action. Plans were underway for an online showcase of the community efforts and the response team had created themes so the public could nominate individuals and organisations to be included in recognition of their contribution to the community in these unprecedented times.

Therefore, Maldon District Council would be very grateful if the Parish Council would use social media and any promotion channels to promote this award within Purleigh: <https://www.maldoncvs.org.uk/corona/recognising-the-community/>.

Purleigh Community Primary School

Members noted that Joe Figg (CEO of The Eveleigh LINK Academy Trust) has written to the Parish Council explaining that the school was looking to appoint governors that knew the community well. It had sufficient members of its staff and parent body on the local governing body but not enough representation from the local community. Mr. Figg asked the Parish Council publicise this as the school would love to have a conversation with any interested people.

He went on to inform Members that finally, in August he was stepping down as Headteacher of the school to focus more on the Trust. The trust had grown to six schools and running two schools and the multi-academy trust had become almost impossible. Therefore from September 1st Neil Stotter would become the Headteacher of Purleigh Primary with Wendy Woods as Deputy Headteacher. The Parish Council was advised to address all further correspondence to nstotter@purleigh.essex.sch.uk.

Mr. Figg had thoroughly enjoyed working with the Parish Council in his eleven years as Headteacher of the school and wished Members well for the future.

Members noted and approved that the Clerk had written to Mr. Figg wishing him every success in his new role.

11/07/20 POINTS OF INFORMATION

Metal Crosses

Mr. Potter informed Members that when digging out the foundations for The Bell's extension a number of metal crosses had been unearthed. The Churchwarden currently held them in his possession but Mr. Potter hoped to have them shot blasted and powder coated to preserve them as part of Purleigh's historical record.

CRIME AND DISORDER ACT 1988 (SECTION 17)

Consideration was given to the crime and disorder implications of all decisions made at this meeting.

There being no further business, the Chairman closed the meeting at 8.15 p.m.

Chairman:..... Date:.....