



# Rivenhall Parish Council

SERVING THE COMMUNITIES OF RIVENHALL AND RIVENHALL

Locum Clerk to the Parish Council Mrs A J Brown

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## Minutes of the Parish Council Meeting held on Tuesday 4<sup>th</sup> June at the Henry Dixon Hall, Rivenhall End at 7:30pm

**Present:** Cllrs: R Turner, J Macrea, J Cairns, R Wright, J Prime, J Abbott, D Hammond

**Also Present:** Locum Clerk Mrs A Brown and one member of the public.

### 24/015 To Receive any Apologies for Absence

No apologies received.

### 24/016 Disclosure of any Pecuniary Interests Relating to this Agenda

No disclosures were tabled.

### 24/017 To Agree the Minutes of the Meeting held on 7<sup>th</sup> May 2024

The minutes were accepted as a true record of the meeting. Proposed Cllr Prime, seconded Cllr Macrea. All agreed.

### 24/018 Public Participation Session

Chairman to invite those of the public who wish to speak, 3 mins per person, 15 minutes maximum. The member of the public who was present wanted to highlight the potholes in the Braxted Road, at the Junction of Braxted Road into Oak Road, dip in the road outside no 3 Oak Road, has appeared after Gas Board work. Clerk to add to the Highway portal.

### 24/019 Chairman's Report

Official portrait of King Charles has been obtained for the Village Hall. Another will be requested for the Henry Dixon Hall once made available if the management of the hall or the Parish Council wish to purchase one.

### 24/020 ECC Councillor & BDC Councillor Reports

No report from District Cllr Abbott. There was no report from District Cllr R Wright. No report from County Councillor Playle.

### 24/021 Update on Speedwatch Volunteers Combining with Cressing PC

The clerk will report to the Speedwatch group that there are potentially 2-3 volunteers from Rivenhall PC.

Cllr Cairns joins the meeting at 19.37

### 24/022 New Notice Boards at Bluebells and at the Bus Shelter

Discussion about whether all groups could use the noticeboards. This item will be brought to a further meeting once the Parish Councillors have a decision from Bellway.

At present there is only one price received from notice board suppliers.

Cllr Macrea to speak to Bellway again about a contribution to the cost. Proposed Cllr Turner, seconded Cllr Prime. All agreed.

### 24/023 '.gov' Emails for Parish Councillors, (including a new website)

Not all Cllrs were aware of both quotes. Clerk to send the quote from Macintosh Electronics round again.

**24/024 Planning Applications**

Minerals and Waste Planning Team at Essex County Council. Cllr Macrea to redo a report. All agreed. Southview College, (Rickstones Academy), Witham, No objection.

24/00927/FUL | Erection of a children's day nursery. | Elm Hall Primary School Conrad Road Witham Essex CM8 2SD. No objection.

The clerk to ask Braintree District Planning for more time to respond on the Piggery change of use. Proposer Cllr Turner, Seconded Cllr Cairns. All agreed.

**24/025 Finance**

Zurich Insurance £991.11

Litterpicking invoices: £105 & £210

P G Groundcare Ltd £640.80

Hall Hire: HDH on 28<sup>th</sup> May & 4<sup>th</sup> June

Clerk Wages & Expenses (stamps) £5.40

RFO Invoice £134.40

Training programme for new Clerk - budget

Asset Register – bring back to next meeting.

Cllr Cairn to be overseer of the accounts and sign the invoices. All agreed

Finance report: Proposed Cllr Abbott, seconded Cllr Wright. All agreed.

**24/026 Groundworks & Village Maintenance Contract**

Cllr Abbott has spoken to PG Groundcare about cutting the wildflower area.

Clerk to ask Mr Siggers of Leapingwells farm, Kelvendon, to cut his hedge.

Cllr Abbott to email the clerk with details of other dangerous spots.

**24/027 War Memorial Maintenance**

The Clerk was asked to write to the PCC regarding maintenance of the war memorial garden which is in the church yard.

**24/028 Norwich to Tilbury Pylon Consultation**

There is a new deadline 26<sup>th</sup> July so report from Cllr Abbott will be brought back to the July meeting.

Proposer Cllr Prime, Seconded Cllr Cairns. All agreed.

**24/029 Information exchange and items for the next agenda**

Waste Site Liaison Meeting next week – report will be coming from Cllr Abbott.

Code of Conduct.

Risk assessments for litter picking to be reviewed.

**24/030 Meeting Closed to the Public**

Public excluded from the meeting to progress a confidential staffing matter and to discuss contracts.

Proposer Cllr Wright, seconded Cllr Macrea. All agreed.

**24/031 To Consider and Decide on the Progress of Staff.**

The discussion resulted in the council deciding to wait for a qualified clerk.

The clerk was asked to update the advert and advertise again through EALC.

The clerk was asked to write to Candidates and let them know.

Proposed Cllr Prime, seconded Cllr Wright. All agreed.

**24/032 To Consider and Decide on Contracts**

No councillor who volunteers will exploit the work for their own gain. Proposed Cllr Turner, seconded Cllr Abbott. All agreed.

Streetcleaning contract with BDC. Paperwork filled in and signed to send to BDC.

Quotation from Philip Little for replacement of damaged posts on the village green was accepted.

Proposed Cllr Wright, seconded Cllr Abbott. All agreed.

**24/033 Future Meeting Dates:**

02.07.24 (VH): 06.08.24 (VH): 03.09.24 (HDH): 01.10.24 (VH):  
05.11.24 (VH): 03.12.24 (HDH): 17.12.24 (HDH Precept meeting)

**24/034 Closure of the Meeting**

The meeting having considered and determined all items of business closed at 21.39.

Signed: ... ..

Date: ... ..