

**RIVENHALL PARISH COUNCIL
DRAFT MINUTES OF THE ANNUAL COUNCIL MEETING HELD ON 12TH MAY 2023 IN
THE HENRY DIXON HALL, RIVENHALL END.**

Present: Cllrs. Abbott, Wright, Cairns, Prime, Turner, Macrae and Hammond.

Also present: Parish Clerk and ECC Cllr. R. Playle plus 6 members of the public.

2393 Election of Chairman/Chairperson.

Proposed by Cllr. Wright, seconded by Cllr. Cairns that Cllr. Abbott be elected as Chairman.

Proposed by Cllr. Macrae, seconded by Cllr. Prime that Cllr. Turner be elected as Chairman

By a **simple majority vote** Cllr. Turner was elected as Chairman.

Cllr. Turner accepted and signed the Chairman's declaration of Acceptance of Office and then took the Chair. Cllr. Turner thanked the outgoing Chairman and former councillors for their work on behalf of the local community.

2394 To receive apologies for absence.

An apology was received from Ms. Carole McCarthy.

2395 Election of Vice-Chairman.

Proposed by Cllr. Turner, seconded by Cllr. Prime that Cllr. Macrae be elected as Vice-Chairman..

By a simple majority vote Cllr. Macrae was elected as Vice-Chairman.

2396 Disclosure of any Pecuniary Interests relating to this agenda.

Cllrs. Turner and Macrae declared a non-pecuniary interest in item 2400(ii) as trustees of the HDH Charity.

2397 To approve and sign the minutes of the meeting held on 4th April 2023.

The minutes **were approved** by those that attended and then signed by the Chairman.

2398 Public Forum for 10 minutes.

- * An area of grass owned by Eastlight, outside 16 St. Mary's Road has been left uncut as the local resident who formerly undertook this work is unable now to do so. The Clerk will report this to Eastlight with a request for the grass to be maintained by them in future.
- * The question re ownership of the camera under the HDR A12 underpass, opposite the pumping chamber was raised. The Clerk will contact National Highways to check ownership.
- * The question of local grass verge cutting will be raised at a future meeting.
- * ECC Cllr.. Playle commented upon the action of ECC regarding Church Road potholes; roadside gullies and drains; the large, deep dangerous pothole at the junction of HDR and Oak Road and malfunctioning streetlights.

2399 To appoint council representatives with delegated responsibilities.

It was unanimously agreed to make the following appointments:

RPFA - Cllr. Wright

BALC - Cllr. Turner

EALC - Cllr. Prime

HDH Charity: Cllrs. Turner and Macrae are existing Trustees.

Passenger Transport Liaison - Cllr. Prime

Primary School - Cllr. Hammond

PRoW Liaison - Cllr.. Cairns

Emergency Contact - Cllr. Wright

IWMF Liaison - Cllr. Abbott

Coleman's Quarry Liaison - Cllr. Macrae

2400 **General Matters.**

- i. Planning Appeal - The Lodge, Rectory Lane (21/02933/FUL refers).

It **was agreed** to support BDC's refusal of this application for the following reasons in addition to those previously lodged against the initial application:

Rectory lane is officially classified as a Quiet Lane and is incorporated within the nationally recognised John Ray Walk.

Two-way traffic along the narrow stretch of Rectory Lane will present additional hazards, not just to pedestrians, cyclists and equestrians but also motorists.

If Rectory Lane is closed to traffic at the junction with Forest Road then all vehicles must exit the lane via the extremely dangerous junction with Rickstones Road.

- ii. Defibrillator grant re Henry Dixon Hall.

The provision of the defibrillator has been fully costed at £1,211.00.

It was **proposed by Cllr. Wright, seconded by Cllr. Hammond and agreed** that a grant of £500.00 be given to the Henry Dixon Hall Charity towards the cost of this installation.

2401. **Finance Matters:**

- i. To consider the Internal Auditor's Report for 2022/23.

The Internal Audit has been completed with no comments raised by the auditor.

- ii. The Chairman to sign off the 2022/23 Final Accounts.

The Chairman signed the AGAR Section 2 to close the 0222/23 accounts.

- iii. To agree accounts for payment.

It was agreed that the following accounts be paid; cheques were then drawn accordingly.

1564	£60.00	A. Clarke	Internal Audit fee 2022/23
1565	£973.13	Zurich Municipal	Insurance renewal 2023/24
1566	£175.20	Kempco Ltd	Printing Annual Reports
1567	£55.60	R. Wright	Defibrillator batteries
1568	£667.20	P. G. Groundcare Ltd	Grounds maintenance April '23
1569	£105.00	K. Burton	Litter picking April '23
1570	£463.39	K. P. Taylor	Salary/expenses April '23
1571	£210.00	P. Scott	Litter picking April '23

2402. **Information exchange and items for the June meeting.**

- * The rewinding of highway verges - as this licence was formally acknowledged at the March meeting it cannot, under existing legislation, be reconsidered until the October meeting at the earliest.

- * The footways outside the Church Road bungalows and along Rickstones Road to feature on the June agenda.
- * Future agendas to include items for the ECC and BDC Cllrs. To make reports.
- * The Clerk will ascertain the insurance cover for the local defibrillators.

2403. **Dates of Future Meetings.**

6th June 2023 in The Henry Dixon Hall and 4th July 2023 in Rivenhall Village Hall, both commencing promptly at 19.30 hrs. Items for the June agenda to the Clerk by 26th May at the latest.

2404. **Closure.**

The Chairman closed the meeting at 20.20hrs.

Signed:

Date 6th June 2023.

CHAIRMAN