



# Rivenhall Parish Council

SERVING THE COMMUNITIES OF RIVENHALL AND RIVENHALL END IN THE BRAINTREE DISTRICT  
IN THE COUNTY OF ESSEX

**CLERK TO THE PARISH COUNCIL**

Kevin B. Money, 7 Roach Vale, Colchester, CO4 3YN

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All Members of Rivenhall Parish Council are hereby requested to attend the Parish Council

Meeting on **TUESDAY 7<sup>th</sup>. NOVEMBER 2023 at 7pm** in Rivenhall  
Village Hall for the purpose of transacting the business ONLY shown on the agenda

*KB Money* - Kevin B. Money Clerk/RFO to the Council – 1<sup>st</sup>. November 2023

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## AGENDA

**2478 To receive any apologies for absence**

**2479 Disclosure of any Pecuniary Interests relating to this agenda**

**2480 To agree the minutes of the Meeting held on 3<sup>rd</sup>. October 2023**

**2481 Janet Stobart from RCCE talking about undertaking a Neighbourhood Plan**

**2482 Public Forum for 10 minutes**

**2483 Chairman's report**

**2484 ECC Councillor report**

**2485 BDC Councillor report**

**2486 Matters for Discussion**

Winter highway salt storage at Rivenhall End.

Highway maintenance

Marked pedestrian road crossings – Oak Road & Rickstones Road

General maintenance

War Memorial and garden plus Village Green flower beds.

Essex Waste Partnership's Waste Strategy for Essex – Consultation

- Greenhouses on Airfield site – Councillors to discuss if presentation is needed
- Invitation to John Tatton – Presentation on incinerator January meeting

**2487 Planning Applications**

**23/02595/HH - Park Gate Farm House Park Road Rivenhall**

Proposed installation of electric gates to front access with piers and wing walls. Permeable paving to highway boundary.

Documents can be found at

<https://publicaccess.braintree.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=S2TSPUBFMOE00>

**2488 Planning Decisions made by BDC**

## **2489 Planning Appeals**

### **TOWN AND COUNTRY PLANNING ACT 1990 APPEAL UNDER SECTION 78**

Site Address: Land West Of Park Road Rivenhall Essex

Description of Development: Installation of solar farm and associated development. Planning Application Ref: 21/03735/FUL Appellant's Name: Novus Renewable Services Limited Planning Inspectorate Ref: APP/Z1510/W/23/3325681 Appeal Start Date: 2 October 2023 I refer to the above details. An appeal has been made to the Secretary of State following Braintree District Council's refusal of the above application/s. The appeal will be determined at a hearing. The procedure to be followed is set out in The Town and Country Planning (Hearings Procedure) (England) Rules 2000, as amended. The hearing will take place on 12 December 2023 at Howard Hall, Braintree Masonic Centre, 36 Bocking End, Braintree Essex, CM7 9AA. The hearing will start at 10:00am.

## **2490 Ongoing Planning Issues**

A12 to A120 widening.

BDC Local Plan.

Bradwell Quarry.

IWMF.

Colemans Quarry.

BDLHP.

## **2491 Finance matters**

- a. To receive the Bank reconciliations as at 31<sup>st</sup> October 2023
- b. To receive the comparison of Actual to Budgeted for 2023/24
- c. To approve the payment of Accounts for November 2023 and to agree a transfer of funds to meet the Parish Council financial requirements
- d. 2 signatories to sign Barclays Bank letter to transfer money from Business account to Current account
- e. Councillors to sign Unity Trust Bank Submission form

## **2492 Information exchange and items for the November agenda**

Items for the next agenda to the Clerk by 24<sup>th</sup>. November 2023 at the latest.

## **2493 Ten minutes public feedback (if required)**

## **2494 Dates of future meetings**

5<sup>th</sup> December in the Henry Dixon Hall starting promptly at 7.30pm

15<sup>th</sup>. December in the Henry Dixon Hall starting promptly at 7.30pm

## **2495 2024 Meeting dates**

02.01.24 (VH): 06.02.24 (VH): 05.03.24 (HDH): 02.04.24 (HDH): 07.05.24 (APCM at VH): 04.06.24 (HDH): 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)

## **2496 Closure of the Meeting**

To close the Meeting having considered and determined all items of business

**RIVENHALL PARISH COUNCIL  
MINUTES OF THE COUNCIL MEETING HELD ON 3<sup>rd</sup>. OCTOBER 2023 IN THE  
RIVENHALL VILLAGE HALL**

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

**Also present:** Parish Clerk Kevin B. Money, ECC Cllr. Playle and 1 member of the public.

**2463. To receive any apologies for absence.** None received

**2464. Disclosure of any Pecuniary Interests relating to this agenda.** None declared

**2465. To agree the minutes of the Meeting held on 5<sup>th</sup> September 2023.** All Agreed

**2466. Chairman's report.**

I was pleased to see BDC planning committee support the officers' recommendation to refuse the solar farm application at a recent meeting. The reporting in the Braintree & Witham times was a bit misleading by not explaining the support it mentioned was not local support but came from all over the UK including Northern Ireland, I believe this was organised support, as I mentioned last month. A date will now be fixed for an appeal.

Highways have cleaned out the drains in St. Mary's Road, we will have to wait until the next heavy rain to see if the problem has been fixed, it's possible as the drains were full to the top with debris the outlet pipes may also be blocked, the drains should be cleared more often before the rubbish reaches the height of the outlet pipe.

Flooding:

We were told some time ago that the problem with the flooding just under the rail bridge was a broken pipe in the field and it was the responsibility of the EA, as this has not been dealt with, can our ECC Councillor please get this problem resolved and also as a matter of urgency supply us with the contact details of the correct department so we can also apply some pressure as the flooding is a H&S issue.

Bus Shelter:

The bus shelters were very dirty with graffiti on the newest one. I have now cleaned the new one but could not remove the graffiti and have also swept the wooden shelter

Buses do not run to time and miss buses out on a regular basis

A wreath has been ordered by the Parish Council to be laid on behalf of the residents on Remembrance Sunday. Rivenhall Millennium Committee will erect the remembrance tributes throughout the Parish on 1<sup>st</sup>. November.

**2467. BDC Councillor report**

- BDC uptake on new green bin has increased but only 15% of residents in the District
- Mobility problems have assisted collections – 2500 on the system
- New recycling calendars have been published. No paper copies are available
- Can a few copies be printed and placed inside notice boards and website? Search BDC website
- Paper bins have been removed due to fly-tipping
- Devolution is being led by BDC

**2468. ECC Councillor report**

- Potholes deadline for phase 2 has placed more into the system
- Following a walk around the village
- Highways work in the coming months
- Waste management 100% of what ECC does not get reused goes into landfill site
- In 3 years' time all rubbish will not be burnt and placed in landfill sites but will convert it into energy
- All Councils to offer roadside glass collections
- Booking system for recycling centre consultation starts next week. And open for 6 weeks either on-line or telephone or libraries. High level of satisfaction. Ease of

booking. Not as many residents using the site as originally thought. Fly-tipping has not increased.

- Bus consultation taking place.

ECC Cllr. Playle left the meeting

#### **2469. Public Forum for 10 minutes**

A speeding issue happened in the village where pedestrians and a car could have been involved in a major accident. Councillors discussed about setting up a Speedwatch

#### **2470. Matters for Discussion.**

i. RPC Website. The Clerk explained that as the website is comprehensible it is recommended to stay with Nebulas as the hosting site.

Photographs of Councillors. Meeting dates for 2024 etc to be placed on the website

ii. Internet banking. It was decided to change to internet banking with Unity Trust Bank. All banking information will be sent to Councillors for completion before the next meeting. 4 Councillors. Cllr Abbott proposed to change bank to UTB Cllr Wright seconded.

#### **All Agreed**

iii. Rivenhall Neighbourhood Plan.

The Village Design Statement was produced in September 2005 lasting for 20 years. Councillors discussed having a Neighbourhood plan and to seek a presentation from EALC & Feering PC to talk to Councillors on future NP involvement.

A local Neighbourhood Plan is good for the residents of Rivenhall

The Clerk to write to BDC planning officer to see what weight a NP carries

iv. Winter highway salt storage at Rivenhall End.

The Winter Salt has been delivered. A further site is needed at Rivenhall End for the salt to be stored. Suggested we request permission from Henry Dixon Trust to storage salt on their site

v. Highway maintenance

(a) Marked pedestrian road crossings – Oak Road & Rickstones Road

An inspection with ECC Cllr Playle and Cllr Prime of various sites have been undertaken where there is good and poor visibility. Three LHP form need to be completed. Bring to next meeting.

All footpaths are passable but footpath from Hoo Hall to the train line is wet but if used more then it is a pleasant walk.

Ask contractor to cut re-wilding verges once a year at the end of October.

Cllr Abbott stated that other verges throughout the parish were being cut by third parties and this should be stopped.

vi. General maintenance

(a) War Memorial and garden plus Village Green flower beds.

War Memorial and garden needs attention.

War Memorial is flaking and names need restoration. 1 quotation has been received for £15,850 to repair the War Memorial. It was proposed that 3quotations were sought. The Chairman will seek grant funding. **All Agreed**

Gardens around War Memorial the Church volunteers state it is beyond their scope. New plants to be purchased. Cllr Hammond volunteered to get quotation for new plants. Cllr Abbott proposed to spend up to £300 on new plants. Cllr Prime seconded. **All Agreed**

Cllr Turner proposed restoring the gardens near the wooden bus shelter at The Oak Cllr Hammond seconded. **All Agreed**

#### **2471. Planning Applications:**

- i. New Applications: No new planning applications have been submitted
- ii. Results: No planning decisions made by BDC affecting Rivenhall

- iii. Appeals: No planning appeals made by BDC affecting Rivenhall
- iv. Enforcement: No enforcement issues have been made by BDC affecting Rivenhall

**2472. Ongoing Planning Issues:**

- i. A12 to A120 widening. No update
- ii. BDC Local Plan. No update
- iii. Bradwell Quarry. No update
- v. IWMF. Next meeting is on 5<sup>th</sup>. October at 11am
- vi. Colemans Quarry. No update
- vii. BDLHP. No update

**2473. Finance matters:**

To agree accounts for payment.

- Chq 1599 £30.00p to Essex & Herts Air Ambulance - Donation
- Chq 1600 £60.00p to RBL – Poppy Wreath
- Chq 1601 £36.00p to C.P.R.E. - Donation
- Chq 1602 £1409.06p to BDC – Election costs
- Chq 1603 £176.00p to P. Little – Local handyman repairing notice board
- Chq 1604 £421.18p to K. Taylor - Salary/expenses September '23
- Chq 1605 £105.00p to K. Burton - Litter picking September '23
- Chq 1606 £210.00p to P. Scott - Litter picking September '23
- Chq 1607 £108.00p to Nebulas Website Design - Website hosting
- Chq 1608 £227.40p to P. G. Groundcare Ltd - Maintenance September '23

**2474. Information exchange and items for the November agenda.**

LHP – Road survey to be discussed - Councillors discussed about setting up a Speedwatch

The Clerk to find out costing of speed camera

Rivenhall Neighbourhood Plan – EALC & Feering PC representative

The Clerk to find out costing of a NP

2 New Notice Boards at Bluebells and at the Bus shelter

EALC AGM

13.6% of crimes solved by Police: Scam leaflets were circulated: The Jubilee Oak tree on the village green appears to have been damaged by BDC with a trimmer. Serious fly tipping in Church Road.

**2475. Ten minutes public feedback (if required).**

No questions were asked

**2476. Dates of future meetings.**

7<sup>th</sup> November 2023 in Rivenhall Village Hall **at 7pm** and

5<sup>th</sup> December in the Henry Dixon Hall starting promptly at 7.30pm

Items for the November agenda to the Clerk by 28<sup>th</sup> October 2023 at the latest.

**January 2024 meeting date should be Tuesday 2<sup>nd</sup>. January not 9<sup>th</sup>. January**

**2477. Closure. The chairman then closed the meeting at 9.30pm**

Signed

7<sup>th</sup>. November 2023

**Robert Turner  
Chairman**

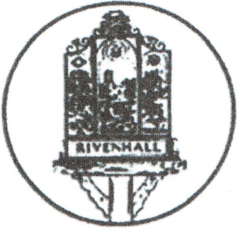
<b>BANK RECONCILIATION</b>					
<b>Financial year ending 31.03.24</b>					
Bank Balance as at	<b>30.04.23</b>		<b>31.05.23</b>	<b>30.06.23</b>	<b>31.07.23</b>
Lloyds Bank - Bus. Premium a/c	£ 29,130.21		£ 27,057.89	£ 25,760.19	£ 23,211.19
Lloyds Bank - Community a/c	£ 200.00		£ 200.00	£ 200.00	£ 200.00
<b>Total:</b>	<b>£ 29,330.21</b>		<b>£ 27,257.89</b>	<b>£ 25,960.19</b>	<b>£ 23,411.19</b>
Less Unpresented cheques	£ 30.00	1568	£ 667.20	£ 1,124.20	£ 677.20
Total of unpresented cheques	£ 30.00		£ 667.20	£ 1,124.20	£ 677.20
<b>Net Bank Balances as at</b>	<b>£ 29,300.21</b>		<b>£ 26,590.69</b>	<b>£ 24,835.99</b>	<b>£ 22,733.99</b>
<b>CASH BOOK</b>					
Balance as at 01.04.23	£ 20,452.27		£ 20,452.27	£ 20,452.27	£ 20,452.27
Plus Receipts	£ 10,213.60		£ 10,213.60	£ 10,263.60	£ 10,263.60
<b>Total</b>	<b>£ 30,665.87</b>		<b>£ 30,665.87</b>	<b>£ 30,715.87</b>	<b>£ 30,715.87</b>
Less Payments	£ 1,365.66		£ 4,075.18	£ 5,879.88	£ 7,981.88
<b>Grand Total</b>	<b>£ 29,300.21</b>		<b>£ 26,590.69</b>	<b>£ 24,835.99</b>	<b>£ 22,733.99</b>
Difference	-£ 0.00		-£ 0.00	-£ 0.00	-£ 0.00
<b>Bank Balance as at</b>	<b>31.08.23</b>		<b>30.09.23</b>	<b>31.10.23</b>	
Lloyds Bank - Bus. Premium a/c	£ 21,441.89		£ 27,675.16		
Lloyds Bank - Community a/c	£ 200.00		£ 200.00		
	<b>£ 21,641.89</b>		<b>£ 27,875.16</b>		
Less Unpresented cheques	£ 10.00	38	£ 15.00		
Total of unpresented cheques	£ 10.00		£ 15.00		
<b>Net Bank Balances as at</b>	<b>£ 21,631.89</b>		<b>£ 27,860.16</b>		
<b>CASH BOOK</b>					
Balance as at 01.04.23	£ 20,452.27		£ 20,452.27		
Plus Receipts	£ 10,263.60		£ 17,826.97		
<b>Total</b>	<b>£ 30,715.87</b>		<b>£ 38,279.24</b>		
Less Payments	£ 9,083.98		£ 10,419.08		
<b>Grand Total</b>	<b>£ 21,631.89</b>		<b>£ 27,860.16</b>		
Difference	-£ 0.00		-£ 0.00		
<b>Bank Balance as at</b>					
Lloyds Bank - Bus. Premium a/c					
Lloyds Bank - Community a/c					
Less Unpresented cheques					
Total of unpresented cheques					
<b>Net Bank Balances as at</b>					
<b>CASH BOOK</b>					
Balance as at 01.04.23					
Plus Receipts					
<b>Total</b>					
Less Payments					
<b>Grand Total</b>					
Difference					

<b>RPC ACTUAL AGAINST BUDGET REPORT</b>				
		<b>Agreed 2023/24</b>	<b>Total Income / spend to Nov '23</b>	<b>Left in Budget as at Nov '23</b>
<b>Income</b>	PRECEPT	15000	£ 15,000.00	
	OTHER INCOME / GRANT	0	£ -	
	INTEREST	0	£ 113.37	
	STREET CLEANING	1355	£ 2,031.70	
	VAT REFUND	0	£ 681.90	
	<b>TOTAL</b>	<b>16355</b>	<b>£ 17,826.97</b>	
<b>Parks &amp; Open spaces</b>				
	General Maintenance	6800	£ 572.33	
	Grass Cutting	0	£ 1,732.00	
	Litter Picking	0	£ 2,434.00	
	Planting	650	£ -	
	<b>TOTAL</b>	<b>7450</b>	<b>£ 4,738.33</b>	
<b>Administration</b>				
	Salary	4902	£ 3,779.80	£ 1,122.20
	Clerk Expenses	360	£ 240.00	£ 120.00
	Insurance	900	£ 973.13	-£ 73.13
	Chairman's Allowance	700	£ 700.00	£ -
	Subscriptions	340	£ 552.88	-£ 212.88
	Office Stationery	40	£ 59.49	-£ 19.49
	Audit Fees	60	£ 60.00	£ -
	Hall Hire	350	£ 227.00	£ 123.00
	Annual Reports	200	£ 146.00	£ 54.00
	Postage	30	£ 41.86	-£ 11.86
	Photocopying & Printing	675	£ -	£ 675.00
	Grants	350	£ 850.00	-£ 500.00
	Administration	200	£ 64.50	£ 135.50
	Website	400	£ 289.00	£ 111.00
	Bank Charges	0	£ -	£ -
	Election Costs	0	£ 1,409.06	-£ 1,409.06
	Payroll Services	0		
	<b>TOTAL</b>	<b>9507</b>	<b>£ 9,392.72</b>	<b>£ 114.28</b>
<b>Section 137</b>				
	CPRE Subscription	36	£ -	
	RBL Donation	60	£ -	
	Other Donation	30	£ 126.00	
	<b>TOTAL</b>	<b>126</b>	<b>£ 126.00</b>	<b>£ -</b>
	<b>GRAND TOTAL</b>	<b>17083</b>	<b>£ 14,257.05</b>	<b>£ 2,825.95</b>
	VAT		£ 524.77	
	<b>Total:</b>		<b>£ 14,781.82</b>	

**FINANCE NOVEMBER 2023 PAYMENTS****INCOME:**

<b>Chq No.</b>	<b>Invoice No.</b>	<b>Payee</b>	<b>Cost</b>	<b>VAT</b>	<b>Total</b>	<b>RPC Ref</b>
101609	Oct '23	Kevin B. Money - Clerk Salary + Expenses	£ 376.90	£ -	£ 376.90	<b>52</b>
101610	Oct '23	Kevin B. Money - Postage	£ 12.00	£ -	£ 12.00	<b>53</b>
101611	Oct '23	HMRC - Tax on salary	£ 520.20	£ -	£ 520.20	<b>54</b>
101612	255	Rivenhall Village Hall - Meeting cost 07.11.23	£ 27.00	£ -	£ 27.00	<b>55</b>
101613	Oct '23	Paul Scott - Litter picking	£ 210.00	£ -	£ 210.00	<b>56</b>
101614	Donation	Rivenhall & Silver End PCC - Magazine	£ 350.00	£ -	£ 350.00	<b>57</b>
101615	Oct '23	Kim Burton - Litter picking	£ 84.00	£ -	£ 84.00	<b>58</b>
		<b><u>TOTAL:</u></b>	<b>£ 1,580.10</b>	<b>£ -</b>	<b>£ 1,580.10</b>	





# Rivenhall Parish Council

SERVING THE COMMUNITIES OF RIVENHALL AND RIVENHALL END IN THE BRAINTREE DISTRICT  
IN THE COUNTY OF ESSEX

CLERK TO THE PARISH COUNCIL

Kevin B. Money, 7 Roach Vale, Colchester, CO4 3YN

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Barclays Bank  
Leicester  
LE87 2BB

7<sup>th</sup>. November 2023

Dear Sir / Madam

Account number: 60726257  
Sort Code: 20-21-73  
Account Name: Rivenhall Parish Council

We the undersigned duly authorise you to transfer the outstanding balance of £  
To account number 90624357 – sort code 20-21-73 – account name Rivenhall Parish Council

Signed as authorised signatory

Signed as authorised signatory

Jack Prime  
Parish Councillor

Robert Wright  
Parish Councillor