

Springfield Parish Council
Minutes of the Parish Council Meeting
held on 3rd February 2020 at 7.30pm
in the Council Chamber, Springfield Parish Centre,
St Augustine's Way, CM1 6GX

Present:

Chairman: Cllr Ms S Sullivan

Vice-Chairman: Cllr Mrs C Garrett

Councillors: G Brazendale, R Carson, A Chong, I Fuller, Mrs M Girling, N Gulliver, D Havell, B Jeapes, R Lee and Mrs R Moore

In Attendance: County & City Councillor M Mackrory
Clerk to the Council
Deputy Clerk to the Council
CSC J Easton (*left 8.02pm*)
CSC E Edwards (*left 8.02pm*)
One member of the public (*left 8.05pm*)

At the commencement of the meeting the Chairman read the following statement:

Please be advised that this is a public meeting and recording or filming of this meeting is permitted. Any member of the public wishing to be excluded from such activity should move to the designated area of the room. Anyone intending to film or record this meeting should avoid filming the people located in the area.

68 COMMUNITY SPECIAL CONSTABLES (CSC)

The chairman advised members that Inspector Gliddon had been called elsewhere and was unable to attend. She welcomed CSC Jamie Easton and CSC Edwards who have been assigned to the Springfield parish. CSC Edwards was known to members and CSC Easton introduced himself and advised that he was looking forward to working in the parish.

He invited members to let him know of any problems and issues within the parish that they would like him to investigate. Members advised that the key issue was drug dealing and smoking of substances. Main areas of concern within the parish are Chelmer Village Green, Chancellor Park, Brook End Road South and Aaron Close. They mentioned areas and incidents that had been reported to them; mainly involving school children after school hours.

CSC Easton thanked members for raising these concerns and mentioned that the best way to contact him would be via his work email address.

The chairman thanked CSC's Easton and Edwards for attending the meeting and invited them to stay for Public Question time.

69 APOLOGIES FOR ABSENCE were received and accepted from Cllrs Miss S Byrne-Lagrué, A Potts, Mrs Y Spence and County Cllr J Spence.

70 DECLARATIONS OF INTEREST AND DISPENSATIONS - there were none

71 CHAIRMAN'S ANNOUNCEMENTS

- 71.1 The chairman advised members that Cllr Fuller had been in touch with a resident who was concerned about a small area of designated green space off Maynes Crescent which was up for sale. The chairman of the Planning Committee confirmed it had been mentioned in the local paper. County Cllr Mackrory advised that there was a high cost in maintaining small areas of green space and that to keep costs down the city council were seeking to dispose of such spaces. It was agreed that the parish council would comment on any planning application relating to the green space if received.
- 71.2 The chairman mentioned that employees were, at times, being disrupted in their duty as a result of councillors dropping into the parish centre unannounced. Members that wish to speak with an employee should contact to the Clerk or Deputy Clerk first so that a time can be arranged.

72 PUBLIC QUESTION TIME

- 72.1 A member of the public raised concerns of residents about cars parking along Brackenden Drive. It is a busy road and a bus route, having cars parked causes havoc to the buses and other vehicles. Also, the road is in a poor state of repair with several potholes that are getting worse. It is believed that the majority of the cars parked belong to Springfield hospital visitors. He asked if anything could be done such as repainting the faded lines, painting double yellow lines, etc. CSC Easton advised that he will attend the area and ask drivers to move their cars.

County Cllr Mackrory confirmed that the junction of Brackenden Drive and Lawn Lane is known to be in poor condition by Essex County Council. The hospital has been contacted and increased their parking on site but have also increased their facilities. It was suggested that if the 'Park and Ride' facility could stop outside the hospital visitors could use this facility when attending the hospital.

- 72.2 A member asked if the parish public transport representative could investigate changes to bus routes 54 and 56. Recent changes have resulted in some residents being unable to travel usual routes.
- 72.3 County Cllr Mackrory
- a) asked if he would be permitted to join in the discussions relating to the library when that item was discussed (minute 75).
 - b) advised members that the city council is forming a working group to review parish boundaries and the non-parished areas of the city.

73 MINUTES OF THE COUNCIL MEETING HELD ON 9th December 2019

RESOLVED: that the minutes of the meeting held on 9th December 2019, be approved and signed as a correct record.

74 MINUTES OF COMMITTEE MEETINGS

Minutes of the following Committee meetings had been circulated to all members of the Council:

- 74.1 Planning Committee - 16th December 2019

- 74.2 Planning Committee - 13th January 2020
74.3 Premises Committee - 21st January 2020
74.4 Planning Committee - 27th January 2020

RESOLVED: that the minutes of the Committee meetings listed above be approved as a correct record.

75 LIBRARY UPDATE

The chairman referred to the report circulated to members and highlighted the following:

- The public right of way over the land with Oak trees and a streetlight will not revert back ECC ownership.
- The grant over three years would be available from ECC to assist with the initial setting up and would commence when the responsibility for the library is transferred.
- ECC will give support to the end of the strategy period; July 2024.
- There is no confirmation yet regarding IT access, book loans, etc.
- There will be no support from ECC regarding any consultation process, although there is an expectation that the parish council will consult residents.

County Cllr Mackrory raised the following issues to be considered:

- The ownership of the books - who will own them and how can this be managed.
- How it would work if the Citizen Advice Bureau (CAB) did take over the running of the library.

RESOLVED: that the parish council will

- a) continue to investigate further possibilities of supporting a Community Run Library;
- b) consider a consultation process;
- c) carry out discussions with the CAB;
- d) note the remainder of the information.

76 BEAULIEU COMMUNITY TRUST

Members received an update from the Chairman advising that:

- a) the Annual General Meeting will be taking place in March 2020
- b) bookings are healthy, and the centre is being well supported by the community, although the accounts show an excess of expenditure over income;
- c) air conditioning will shortly be installed.

RESOLVED: that the information is noted

77 UNAUTHORISED ENCAMPMENTS

77.1 EALC Briefing - 5th February 2020

Members noted that Cllr Fuller will be attending the Unauthorised Encampment Briefing on Wednesday 5th February 2020.

77.2 Home Office Consultation

Members received the information on the consultation issued via the National Association of Local Councils (NALC) on strengthening police powers to tackle unauthorised encampments and agreed that the powers given to the police need to be tougher.

RESOLVED: that

- a) Cllr Fuller attends the briefing and completes the questionnaire to show that the response of the parish council is that police powers should be increased when tackling unauthorised encampments.
- b) the rest of the information is noted.

78 PANTOMIME

Further to minute 64 of the parish council meeting on 9th December 2019 and discussion at the Environment & Leisure Committee meeting on 27th January 2020, minute 62, members received detailed information of previous pantomimes. After much discussion it was

RESOLVED: that

- a) other theatre groups be approached to enquire whether they provide pantomime performances, including Springers.
- b) the aim is for the production to achieve break even status.

79 ITEMS FOR INFORMATION

79.1 VE DAY CELEBRATIONS

RESOLVED: Members noted that further to minute 65 of the parish council meeting on 9th December 2019, discussion at the Environment & Leisure Committee meeting on 27th January 2020. Three benches would be purchased and funded from CIL Tax.

79.2 SUPPLIER PAYMENTS LIST – 3rd December 2019 - 27th January 2020

RESOLVED: that the cheque and payment list attached at Appendix 1 be approved and adopted.

80 EXCLUSION OF PRESS & PUBLIC

RESOLVED: that

In accordance with the Admission to Meetings Act 1960, members of the public and press were excluded from the following item of business due to the confidential nature of the information and they were instructed to withdraw.

81 COMPLAINT PROCEDURE

RESOLVED: Members noted a resident's complaint is being investigated by the police.

The meeting closed at 8.42pm

Signed..... Date.....
Chairman

Appendix 1

CHEQUE & PAYMENT LIST - 3rd December 2019 - 27th January 2020

Date	Payment Type	Payee Name	Amount	Transaction Details
				* includes VAT at the standard rate
09/10/2019	Ddebit	Allstar Business Solutions Ltd	84.00	* Fuel for van
10/10/2019	PDQ	PDQ handset charges	61.76	* for credit card machine - Oct 19
04/10/2019	Ddebit	Aviva	94.84	Oct19 van insurance
16/10/2019	Ddebit	Allstar Business Solutions Ltd	84.38	* Fuel for van
21/10/2019	Ccard	Office 365	123.20	web site storage
30/10/2019	Ddebit	Allstar Business Solutions Ltd	80.95	* Fuel for van
01/11/2019	Ddebit	Public Works Loan	21734.57	Loan - parish centre
06/11/2019	Ddebit	Aviva	94.84	Nov 19 - van insurance
06/11/2019	Ddebit	Allstar Business Solutions Ltd	88.21	* fuel for van
11/11/2019	PDQ	PDQ handset charges	61.76	* for credit card machine - Nov 19
15/11/2019	Ccard	Office 365	123.20	web site storage
19/11/2019	Ccard	O2	20.00	Mobile phone top up
20/11/2019	Ddebit	Allstar Business Solutions Ltd	78.00	* Fue for van
04/12/2019	Ddebit	Aviva	94.84	Dec 19 - van insurance
04/12/2019	Ddebit	Allstar Business Solutions Ltd	77.01	* fuel for van
11/12/2019	Ddebit	Allstar Business Solutions Ltd	74.07	* fuel for van
12/12/2019	Online	OFFICEIS	122.72	* stationery supplies
12/12/2019	Online	Heaven Sent - coffee shop	2067.20	catering supplies - NDORS
12/12/2019	Online	Trade UK	49.38	* housekeeping supplies
12/12/2019	Online	GDG UK Ltd	132.00	* housekeeping supplies
12/12/2019	Online	GDG UK LTD	213.32	* housekeeping supplies
12/12/2019	Online	GDG UK Ltd	63.54	* housekeeping supplies
12/12/2019	Online	Docendo Ltd	358.80	* IT maintenance
12/12/2019	Online	Docendo Ltd	843.00	* IT maintenance
12/12/2019	Online	Safety Signs for Less	32.04	* signage
12/12/2019	Online	H2O Nationwide	102.60	* routine water safety maintenance
12/12/2019	Online	PHS Group	227.59	* dust mat hire
12/12/2019	Online	Peninsula	281.06	* HR Services
12/12/2019	Online	Wave	56.37	water rates
12/12/2019	Online	Chaplins Entertainment Ltd	894.00	* Pantomime Performance
12/12/2019	Online	Kingfisher Direct Ltd	304.75	* Litter bin
12/12/2019	Online	Sue Lees Consultancy	1024.00	website development
13/12 2019	112700	Petty Cash	100.00	Premises Manager
19/12/2019	Ccard	Office 365	123.20	web site storage
19/12/2019	Ccard	Martin McColl Newsagents	31.17	* Newspaper subscription
31/12/2019	BACS	H M Revenue & Customs	5198.31	PAYE & NIC-Dec19
31/12/2019	BACS	Essex County Council	5701.73	Pension Contributions-Dec19
31/12/2019	Payflow	Payflow	17234.71	Payflow - Dec19
08/01/2020	Online	Total Gas & Power	48.64	* Electricity Supplies
08/01/2020	Online	Total Gas & Power	2582.10	* Gas Supplies
08/01/2020	Online	Total Gas & Power	1679.67	* Electricity Supplies

08/01/2020	Online	S M Plumbing	130.00		Plumbing Maintenance
08/01/2020	Online	Wicksteed Leisure Ltd	108.00	*	Inspection play equipment
08/01/2020	Online	Office IS	43.48	*	stationery supplies
08/01/2020	Online	Savills	78.00		Allotment rent
08/01/2020	Online	Wave	90.23		water rates - allotments
08/01/2020	Online	GDG UK Ltd	131.02	*	housekeeping supplies
08/01/2020	Online	Beaulieu Community Centre	862.80	*	Defibrillator
08/01/2020	Online	Forest Communications Ltd	233.46	*	Mobile phone rental and line charges
08/01/2020	Online	Chelmsford City Council	2173.00		Business Rates
08/01/2020	Online	Harris Electrical	10016.40	*	replace lighting, etc
08/01/2020	Online	Lock King	120.00		Maintenance door handles
08/01/2020	Online	Lock King	120.00		Maintenance door handles
08/01/2020	Online	Trade UK	36.37	*	housekeeping supplies
10/01/2020	PDQ	PDQ handset charges	61.97	*	for credit card machine - Dec 19
20/01/2020	Online	Wave	1190.97		water rates - parish centre
20/01/2020	Online	Wave	105.51		water rates - handyman's unit
20/01/2020	Online	GDG UK Ltd	21.60	*	housekeeping supplies
20/01/2020	Online	Security Shutters	235.20	*	Kitchen shutter maintenance
20/01/2020	Online	Peninsula	281.06	*	HR Services
20/01/2020	Online	Office IS	18.07	*	stationery supplies
20/01/2020	Online	Office IS	23.98	*	stationery supplies
20/01/2020	Online	Securitas	3.00		part payment - call out
20/01/2020	Online	Frama UK Ltd	77.04	*	stationery supplies