

Springfield Parish Council
Minutes of the Parish Council Meeting
held on 1st February 2021 at 7.30pm
online via Zoom Platform

Present:

Chairman: Cllr Ms S Sullivan
Vice-Chairman: Cllr Mrs C Garrett
Councillors: G Brazendale, Miss S Byrne-Laguer, R Carson, A Chong, Mrs M Girling,
N Gulliver, D Havell, B Jeapes, Mrs Y Spence

Absent: Cllr R Lee

In Attendance: County Cllr J Spence
County Cllr M Mackrory
Clerk to the Council
Deputy Clerk to the Council

56 APOLOGIES FOR ABSENCE - received from Cllrs I Fuller, Mrs R Moore and A Potts

57 DECLARATIONS OF INTEREST AND DISPENSATIONS

RESOLVED: that there were no Declarations of Interest or Dispensations

58 CHAIRMAN'S ANNOUNCEMENTS

58.1 The Chairman reported that she and the Clerk to the Council had attended a meeting with ECC Highways Panel to discuss the A12 changes at Junction 19 where they, along with representatives from Boreham Parish Council, expressed their disappointment with parts of the proposals in place. A follow up meeting is to be scheduled.

58.2 The Clerk to the Council has, on behalf of the Parish Council, submitted a formal reply highlighting the responses previously submitted to the consultation concerning the community governance review and proposed boundary changes.

58.3 The chairman advised that there would be a piece in the Annual Report to recognise the NHS and COVID Volunteers. If any councillor knows of any specific individual to be recognised let the Deputy Clerk know so that she can mention them by name.

59 PUBLIC QUESTION TIME

59.1 County Cllr Spence mentioned the Essex County Council scheme to provide laptops, etc., to schools to pass onto those families who do not have any to help with home learning. If anyone has any such devices which they no longer use could they let the council know.

59.2 County Cllr Spence further mentioned that ECC funding remains available to assist community groups in the county who help families suffering hardship.

59.3 County Cllr Mackrory advised that he also had funding to distribute and had pooled this with other county councillors to co-ordinate with voluntary services distribution.

59.4 County Cllr Mackrory reported that he had received further information and drawings concerning the North East bypass on the A12, Junction 19. There was no explanation with regard to the drawings and he was going to follow it up. The Clerk to the Council advised that the parish council had also received this information which was to be discussed at the next meeting of the Planning Committee.

60 MINUTES OF THE COUNCIL MEETING HELD ON 7th December 2020

RESOLVED: that the minutes of the meeting held on 7th December 2020 be approved and signed as a correct record.

61 MINUTES OF COMMITTEE MEETINGS

Copies of minutes of the following Committee meetings had been circulated to all members of the Council.

61.1 Premises Committee - 30th November 2020

61.2 Planning Committee - 11th January 2021

61.3 Planning Committee - 25th January 2021

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

62 ANNUAL REPORT WORKING GROUP

The Chairman reported that at an earlier meeting of the Working Group the proposed contents of the annual report were discussed. She advised that the report would include a piece about staff changes and recognitions and reminded committee chairmen to complete and submit their reports. Should any member have information or articles that they would like to be included they should email them to the Deputy Clerk.

RESOLVED: that this information is noted.

63 BEAULIEU COMMUNITY TRUST

The Chairman reported that, like other community centres, the Beaulieu Community Centre remains closed with its staff still on furlough. They are working to arrange the deferment of bills due for payment.

RESOLVED: that the information is noted.

64 COMMUNITY GARDEN PROJECT

The Clerk reported that a working party to discuss an environmental plan for the parish had been set up. It was recommended and agreed that the community garden would fall within the working groups remit.

RESOLVED: that

a) the community garden project will, in future, fall within the remit of the Environment & Leisure (Green) working Group

b) the rest of the information is noted

65 SUPPLIER PAYMENT LIST - 1ST December 2020 - 25th January 2021

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

The meeting closed at 8.05pm

Signed.....
Chairman

Date..... 10/5/21

CHEQUE & PAYMENT LIST - 1st December 2020 - 25th January 2021

Date	Payment Type	Payee Name	Amount	Transaction Details
				* includes VAT at the standard rate
07/10/2020	Ddebit	Allstar Business Solutions Ltd	92.28 *	fuel for van
12/10/2020	PDQ	PDQ handset charges	61.76 *	for credit card machine - October 2020
21/10/2020	Ddebit	Allstar Business Solutions Ltd	75.28 *	fuel for van
19/10/2020	Cr Card	Screwfix	36.01 *	Housekeeping consumables
19/10/2020	Cr Card	Screwfix	19.99 *	toilet seat
19/10/2020	Cr Card	Amazon	47.00	reuseable face masks
19/10/2020	Cr Card	Amazon	12.48 *	laminating pouches
19/10/2020	Cr Card	Amazon	34.67 *	log books
19/10/2020	Cr Card	Amazon	28.99 *	log books
19/10/2020	Cr Card	Amazon	9.95 *	stationery supplies
19/10/2020	Cr Card	Amazon	20.99	Housekeeping consumables
19/10/2020	Cr Card	Amazon	13.48	combination padlocks
19/10/2020	Cr Card	Amazon	147.59 *	housekeeping supplies
19/10/2020	Cr Card	BT Payment Services Ltd	429.60 *	broadband services
19/10/2020	Cr Card	Office 365	123.20	online services
19/10/2020	Cr Card	Office 365	3.80	online services
19/10/2020	Cr Card	Martin McColl Newsagents	14.26 *	Newspaper & Delivery
02/11/2020	Ddebit	Public works Loan	11531.25	PWLB October 20 - parish centre
02/11/2020	Ddebit	Public works Loan	9182.91	PWLB October 20 - parish centre
04/11/2020	Ddebit	Allstar Business Solutions Ltd	90.15 *	fuel for van
10/11/2020	PDQ	PDQ handset charges	61.76	for credit card machine - Nov 2020
11/11/2020	Ddebit	Allstar Business Solutions Ltd	80.39 *	fuel for van
19/11/2020	Cr Card	Amazon	15.48 *	Padlock
19/11/2020	Cr Card	HSQE	129.60 *	Fire awareness training
19/11/2020	Cr Card	EBAY	63.99 *	signage
19/11/2020	Cr Card	Any-Lamp	47.98 *	Osram light bulbs
19/11/2020	Cr Card	Screwfix	119.99 *	fire door retainer
19/11/2020	Cr Card	Amazon	4.98 *	face coverings
19/11/2020	Cr Card	Martin McColl Newsagents	12.28 *	Newspaper & Delivery
19/11/2020	Cr Card	A-Plan Insurance Group	480.00	2nd payment van insurance
19/11/2020	Cr Card	Office 365	123.20	online services
19/11/2020	Cr Card	Office 365	3.80	online services
19/11/2020	Cr Card	Amazon	37.16 *	handymen safety trainers
19/11/2020	Cr Card	Amazon	10.48	Padlock supplies
19/11/2020	Cr Card	Any-Lamp	26.09 *	Osram light bulbs
25/11/2020	Ddebit	Allstar Business Solutions Ltd	90.17 *	fuel for van
02/12/2020	Ddebit	Allstar Business Solutions Ltd	77.29 *	fuel for van
11/12/2020	BACS	Peninsula	281.06 *	HR Services
16/12/2020	BACS	Total Gas & Power	468.62 *	Gas Supplies
16/12/2020	BACS	Total Gas & Power	66.13 *	Electricity supplies
16/12/2020	BACS	Total Gas & Power	1265.93 *	Electricity supplies
16/12/2020	BACS	Heelis & Lodge	210.00	Interim Internal Audit
16/12/2020	BACS	Forest Communications Ltd	244.96 *	mobile phone rental & line charges
16/12/2020	BACS	Wave	13.06	water charges
16/12/2020	BACS	Securitas Security Services (UK) Ltd	58.80 *	Alarm Response
16/12/2020	BACS	Chelmsford Gas Services	18,993.60 *	Supply & Install new boiler system
16/12/2020	BACS	Peninsula	94.50 *	HR Services
16/12/2020	BACS	Chelmsford City Council	2,208.00	Business Rates
16/12/2020	BACS	Pristine Environmentl Services Ltd	16.50 *	washroom services
16/12/2020	BACS	Essex County Council	480.00 *	Tree Survey
16/12/2020	BACS	Elite Entrance Systems Ltd	180.00 *	Automatic door maintenance service
16/12/2020	BACS	Docendo Ltd	148.80 *	Replacement battery cartridges

Date	Payment Type	Payee Name	Amount	Transaction Details
				* includes VAT at the standard rate
16/12/2020	BACS	PHS Group	234.00 *	Dust mat hire
16/12/2020	BACS	Webb Construction Services Ltd	170.00	Fire door maintenance
16/12/2020	BACS	Webb Construction Services Ltd	950.00 *	replace damaged fire doors
16/12/2020	BACS	M Frost & Associates Ltd	95.00	Renewal of Display Energy Certificate
31/12/2020	BACS	HM Revenue & Customs	5124.62	PAYE & NIC - Dec20
31/12/2020	BACS	Essex County Council	6195.52	Pension Contributions-Dec20
31/12/2020	Payflow	Payflow	17428.25	Payflow - Dec 20
14/01/2021	BACS	JCM Services	4,176.00 *	Grounds Maintenance - CV Green
14/01/2021	BACS	Chelmsford City Council	2,208.00	Business rates
14/01/2021	BACS	GDG UK Ltd	216.78 *	housekeeping supplies
14/01/2021	BACS	GDG UK Ltd	43.20 *	housekeeping supplies
14/01/2021	BACS	Seton	4.79 *	signage
14/01/2021	BACS	PKF Littlejohn LLP	1,560.00 *	Professional services
14/01/2021	BACS	Wicksteed Leisure Ltd	144.00 *	outdoor equipment inspection
14/01/2021	BACS	PHS Group	234.00 *	dust mat hire
14/01/2021	BACS	Trade UK	46.20 *	handymen supplies
14/01/2021	BACS	Peninsula	94.50 *	HR Services
14/01/2021	BACS	Peninsula	281.06 *	HR services
14/01/2021	BACS	SLCC	346.00	annual subscription
14/01/2021	BACS	Webb Construction Services Ltd	140.00	fire door maintenance