

SPRINGFIELD PARISH COUNCIL
MINUTES OF THE MEETING HELD ON
4th JULY 2022 AT 7.00p.m.
SPRINGFIELD PARISH CENTRE CM1 6GX

PRESENT

Chairman: Cllr S Sullivan
Vice-Chairman: Cllr C Garrett

Cllrs: G Brazendale, R Carson, I Fuller, M Girling, N Gulliver, D Havell, B Jeapes, R Lee, R Moore,

In attendance: Clerk to the Council and RFO-Deputy
County Cllr J Spence (arrived 7.45pm)
Five members of the public

22 **APOLOGIES FOR ABSENCE** - were received and accepted by Cllrs: S Byrne-Laguer, A Chong, A Potts, Y Spence, County Cllr M Mackrory

23 **DECLARATIONS OF INTEREST AND DISPENSATIONS** – there were none

24 **CHAIRMAN'S ANNOUNCEMENTS**

The Chairman advised members:

(a) of the resignation of a staff member who has worked at the Parish for 13 years. Members were invited to attend a leaving event on 21st July.

(b) a meeting had been attended with City Council representatives regarding the Community Governance Review. Chelmsford City Council are proposing that six shadow councillors will be nominated to serve on the new Shadow Councils for Chelmer Village and Chelmsford Community Garden Village. Chelmsford City Council will appoint three members to each council and existing parishes will nominate members to the remaining three seats.

(c) Citizens Advice Bureau are recruiting for volunteers. Members are to contact the Clerk if they or associates would like more information on how to become a CAB volunteer.

25 **PUBLIC QUESTION TIME**

County Cllr J Spence advised members that he would like to be advised of any future decisions the Parish has regarding waste transfer applications. He also gave a progress report on the A12 widening and J19 severe congestion. The next ECC cabinet meeting will be held on 1st August 2022.

Five members of the public attended to raise health and safety concerns with the lack of grass cutting Beaulieu, near Wharton Drive and The Wedge. Cllr Gulliver advised that under section 109 agreement, Bellway had agreed to keep the land cut. The Chairman acknowledged the views and concerns raised by the public and advised that the Parish would send correspondence to the Parks and Green Space Manager at Chelmsford City Council, to highlight these.

(Members of the public left the meeting)

26 **RESOLVED:** the Parish will write to the Parks and Green Space Manager at Chelmsford City Council.
MINUTES OF THE COUNCIL MEETING held on 20th June 2022

RESOLVED: that the minutes of the 20th June 2022 meeting be approved and signed as a correct record

27 MINUTES OF COMMITTEE MEETINGS

- 27.1 Planning Committee – 3rd May 2022
- 27.2 Planning Committee – 16th May 2022
- 27.3 Premises Committee – 16th May 2022
- 27.4 Planning Committee – 30th May 2022
- 27.5 Planning Committee – 13th June 2022
- 27.6 Environment and Leisure – 13th June 2022

RESOLVED: that

- (a) the minutes of the above meetings were agreed as a correct record.
- (b) the Parish will write to the Planning Authority to explain of the continued issues being experienced with the City Council Planning portal

28 OPERATION LONDON BRIDGE

RESOLVED: that

- (a) delegated power be given to the Clerk and Deputy Clerk to put appropriate procedures in place eg. Closure of buildings, announcements on websites, floral tributes
- (b) to purchase black arm bands for staff
- (c) to cancel meetings as per government guidance
- (d) a shadow website be prepared for launch at the appropriate time

29 COMMUNITY GOVERNANCE REVIEW UPDATE

Members were invited to:

- (a) nominate three councillors to sit on the Chelmer Village Shadow Council
- (b) nominate one member to sit on the Chelmsford Garden Community Shadow Council, Broomfield and Little Waltham parishes will also appoint members to serve on this Council.

RESOLVED: that

- (a) Cllrs M Girling, S Sullivan and Y Spence sit on the Chelmer Village Shadow Council
- (b) Cllr B Jeapes sit on the Chelmsford Garden Community Shadow Council.

30 SUPPLIER PAYMENT LIST

RESOLVED: that the supplier list attached at appendix A dated 1st May – 31st May 2022 and (Partial) 19th April – 28th April 2022, be approved and noted.

Meeting finished at 8.25pm

Signed 

Date 26/9/22

PAYMENTS LIST 01/05/2022 - 31/05/2022

* includes VAT at the standard rate

Date	Payee Name	Payment Type and details	Amount	VAT
03/05/2022	Public Works Loan	DD - Public Works Loan	19183.54	
04/05/2022	ASDA	DD - Diesel	129.94	*
10/05/2022	BARCLAYCARD	DD - PDQ charges	64.40	*
16/05/2022	FORESTCOMMUNICATIONS	DD - Telephone charges	274.24	*
18/05/2022	ASTUTIUM	BACS - IT services	12.00	*
18/05/2022	CBC	BACS - Business rates - May 2022	2208.00	
18/05/2022	CBC	BACS - Business Rates - June 2022	2208.00	
18/05/2022	CJSUPPLIES	BACS - Cleaning supplies	38.64	*
18/05/2022	CJSUPPLIES	BACS - Cleaning supplies	87.60	*
18/05/2022	CJSUPPLIES	BACS - Window cleaning - previous financial year	262.80	*
18/05/2022	CJSUPPLIES	BACS - Window cleaning	176.24	*
18/05/2022	CSSS	BACS - Cleaning supplies	110.88	*
18/05/2022	FAST SIGNS	BACS - H&S Supplies	54.00	*
18/05/2022	GALLAGHER	BACS - Cyber Insurance - June 2022 - May 2023	319.20	
18/05/2022	GALLAGHER	BACS - Boiler Insurance - June 2022	423.13	*
18/05/2022	GALLAGHER	BACS - Building & Contents Insurance - June 2022	11924.66	
18/05/2022	H20	BACS - Legionella Tests	102.60	*
18/05/2022	JCMSERVICES	BACS - Grounds Maintenance (1 of 4)	2088.00	*
18/05/2022	OFFICEIS	BACS - Office supplies	7.14	*
18/05/2022	PENINSULA	BACS - Employment services	300.73	*
18/05/2022	SSE	BACS - Gas supplies	4100.94	*
18/05/2022	TRADEUK	BACS - Maintenance supplies	10.80	*
18/05/2022	TRADEUK	BACS - Maintenance supplies	26.98	*
19/05/2022	AMAZON	CCard - Office supplies	22.20	*
19/05/2022	AMAZON	CCard - Cleaning supplies	56.31	*
19/05/2022	DEFIBPAD	CCard - Defib replacement pack	151.20	*
19/05/2022	HIGHSTREET VOUCHERS	CCard - Competition prize	25.00	
19/05/2022	MARTINMCCOLLS	CCard - Essex Chronicle	9.00	
19/05/2022	OFFICE365	CCard - Online Services	3.80	
19/05/2022	OFFICE365	CCard - Online Services	123.20	
23/05/2022	UNITED GAS & POWER	DD - Electricity supplies - Unit	48.91	*
23/05/2022	UNITED GAS & POWER	DD - Electricity supplies	948.43	*
24/05/2022	VODAFONE	DD - Telephone contracts	25.40	*
25/05/2022	ASDA	DD - Diesel	171.67	*
25/05/2022	CJSUPPLIES	BACS - Cleaning supplies	15.54	*
25/05/2022	CJSUPPLIES	BACS - Cleaning supplies	79.24	*
25/05/2022	CJSUPPLIES	BACS - Cleaning supplies	251.14	*
25/05/2022	COLES	BACS - EOY accounts	1368.00	*
25/05/2022	ECC - LSH	BACS - Refund to hirer	1652.19	*
25/05/2022	ECC - LSH	BACS - Overpayment refund	1652.19	*
25/05/2022	ESSEXLIFT	BACS - Lift (additional works)	1068.60	*
25/05/2022	FAYE CURRIE	BACS - Overpayment refund	169.80	*
25/05/2022	HEELS&LODGE	BACS - EOY Audit	210.00	
25/05/2022	KENTCOUNTY	BACS - Photocopies charges	99.30	*
25/05/2022	SSE	BACS - Gas supplies	456.33	*
25/05/2022	TRADEUK	BACS - Maintenance supplies	19.95	*
31/05/2022	CAVENDISH	BACS - Microbiological analysis of Legionella testing	582.00	*
31/05/2022	H20	BACS - Legionella testing	102.60	*
31/05/2022	SLCC	BACS - AGM & Training day	25.00	*
31/05/2022	TRADEUK	BACS - Maintenance supplies	5.87	*
31/05/2022	FRAMA	DD - Postage charges	50.00	
31/05/2022	ESSEX PENSION FUND	Pension Contributions - May 2022	5368.14	
31/05/2022	HMRC	PAYE & NIC - May 2022	4932.03	
31/05/2022	SALARIES	Salaries - May 2022	16985.52	

PAYMENTS LIST 19/04/2022 - 28/04/2022

* includes VAT at the standard rate

Date	Payee Name	Payment Type and details	Amount	VAT
19/04/2022	3D	CCard - Master Key	24.00	*
19/04/2022	CROCUS	CCard - Community Garden (Grant funded)	311.21	
19/04/2022	CROCUS	CCard - Community Garden (Grant funded)	555.82	
19/04/2022	FORESTCOMMUNICATIONS	DD - Telephone Charges - April 2022	310.57	*
19/04/2022	INDEEDCO	CCard - Employment Advert	52.63	
19/04/2022	MARTINMCCOLLS	CCard - Essex Chronicle	9.00	
19/04/2022	OFFICE365	CCard - Online Services	3.80	
19/04/2022	OFFICE365	CCard - Online Services	123.20	
20/04/2022	ASDA	DD - Diesel	144.69	*
22/04/2022	VODAFONE	DD - Telephone contract	49.40	*
28/04/2022	ANGLIAN WATER	DD - Water charges Oct 2021 - April 2022	663.79	*

2