

**SPRINGFIELD PARISH COUNCIL
MINUTES OF THE MEETING HELD ON
20TH FEBRUARY 2023 AT 7.15 PM
SPRINGFIELD PARISH CENTRE CM1 6GX**

PRESENT

Chairman: Cllr S Sullivan

Vice-Chairman: Cllr C Garrett

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

In attendance: Clerk to the Council and Committee Clerk
County Cllr M Mackrory

66 APOLOGIES FOR ABSENCE - were received and accepted from Cllr S.Byrne-Lagrué, N Gulliver, A Potts, Y Spence and Essex County Councillor J Spence.

67 DECLARATIONS OF INTEREST AND DISPENSATIONS - there were none.

68 CHAIRMAN'S ANNOUNCEMENTS

The Chairman advised members: that

(a) Committee Clerk with effect from 1st April 2023, would be appointed as the RFO and Deputy Clerk for Springfield Parish Council;

(b) Members were reminded that if they wished to stand for election they will need to complete nomination papers available to download on the Chelmsford City Councils website. Forms required to be signed by at least two supporting electors for the parish or parish ward in which members wished to stand before 4th April 2023.

69 PUBLIC QUESTION TIME – County Cllr M Mackrory was in attendance to listen to Cllr Lee's update on minute number 68 on 20's plenty Campaign.

70 MINUTES OF THE EXTRA ORDINARY COUNCIL MEETING HELD ON 23rd JANUARY 2023

RESOLVED: that the minutes of the meeting held on 23rd January 2023 be approved and signed as a correct record.

71 MINUTES OF COMMITTEE MEETINGS

71.1 Planning 13th December 2022

71.2 Planning 9th January 2023

71.3 Planning 24th January 2023

71.4 Premises 24th January 2023

71.5 Personnel 12th December 2022 & 25th January 2023

RESOLVED: that

(a) Premises minutes 24th January 2023 be amended to record apologies were received and accepted from Cllr I Fuller and Cllr R Moore;

(b) Cllr Garrett would sign the Governance Review Memorandum of Understanding on behalf of Springfield Parish Council;

- (c) Cllr Y Spence and Cllr M Girling on the shadow parish council for Chelmer Village would hold the interviews for the job role vacancies with one representative from Springfield Parish Council Personnel Committee.
- (d) The reminder of the information was noted.

72 CHELMER VILLAGE GREEN GROUND MAINTENANCE CONTRACT 2023 – 2026

The meeting of the Environment & Leisure committee scheduled to take place on 6th February did not take place, it had been postponed until 6th March 2023.

Part of the agenda for the 6th February meeting was to award the Chelmer Village Green ground maintenance contract. Committee members requested this item be referred to this meeting. With the remainder of the items being deferred until 6th March.

Members received a copy of the summary of quotations received, following the meeting held on 24th January 2023 with Cllr G Brazendale and Cllr C Garrett and Cllr Y Spence (Chelmer Village Shadow Council) the recommendation was the current provider JCM Services be awarded the 3-year contract at a cost of £22,903.93 + VAT and the contract would be funded by The Village Council of Chelmer. Members were asked to consider the recommendation.

RESOLVED: members agreed that JCM Services be awarded the 3-year contract effective 1st April 2023 at a cost of £22,303.93 + VAT.

73 BEAULIEU COMMUNITY TRUST (Community Governance Review)

Members were asked to consider appointing members of the shadow Community Council of Chelmsford Garden to the role of Trustees in preparation for the transfer of the asset to the new Council.

Members were reminded that Springfield Parish Council remains the appointing body until the 1st April 2023, when the Trust would be passed to The Community Council of Chelmsford Garden.

RESOLVED: that

- (a) the current 3 Trustees from Springfield Parish Council (Cllrs: S Sullivan, I Fuller and Y Spence would tender their resignation at the next Community Trust meeting on the 23rd March 2023;
- (b) 3 members of the shadow Community Council of Chelmsford Garden would be appointed as trustees for Beaulieu Community Trust by the Beaulieu Community Trust from this date forward.

74 20s PLENTY CAMPAIGN

Members received a report from the Council's campaign representative Cllr R. Lee advising that half of the parish Councils in Chelmsford had signed up to the campaign. Essex County Council would need to sign a draft for the campaign to become effective. Essex County Council had not rejected the 20's plenty campaign.

RESOLVED: that the information was noted.

75 CITY COUNCIL GOVERNANCE COMMITTEE

Members were informed that each four-year period Chelmsford City Council seek nominations from Parishes in the Chelmsford area to appoint non-voting members to their Governance Committee. The nomination process had been opened to seek a representative for the next four-year period to commence in June 2023.

Members were asked if they wished to make a nomination to submit into the selection process they should do so to the Clerk to the Council after the parish council election process had been completed in May.

RESOLVED: that members would inform the Clerk if they were interested in being nominated.

76 COUNCIL PAYMENTS

RESOLVED: that

- (a) Clerk to the Council emails members to advise what the Amazon payment made on 30th December 2022, £322.39 was for;
- (b) The supplier list attached at appendix A dated 1st December 2022 to 31st January 2023 be noted.

Cllr S. Sullivan
Chairman
Meeting closed 7.45 p.m

Signed

Date

Appendix A

PAYMENTS LIST 1ST DECEMBER 2022 TO 31ST JANUARY 2023

Date	Supplier		Amount £	vat*
02/12/2022	Amazon	Paint rollers	39.96	*
06/12/2022	MRBGOUGH	Ben Gough	231.24	
07/12/2022	AMAZONCO	Maintenance items	12.39	*
07/12/2022	AMAZON	Supplies	8.32	*
07/12/2022	AMAZON	Supplies	9.98	*
07/12/2022	AMAZON	Supplies	6.78	*
07/12/2022	AMAZON	Supplies	12.99	*
07/12/2022	AMAZON	Membership fee	96.00	*
07/12/2022	AMAZON	Supplies	13.90	*
07/12/2022	ADECCO	Adecco	725.76	*
07/12/2022	CJ SUPPLIES	cleaning materials	20.58	*
07/12/2022	CJ SUPPLIES	cleaning materials	20.58	*
07/12/2022	SPCGRENK	Grenke Leasing Ltd	37.03	*
07/12/2022	SPCGRENK	Grenke Leasing Ltd	120.00	*
07/12/2022	SPCH20	H20 Nationwide	390.00	*
07/12/2022	FPCBC	Chelmsford City Council	295.00	
07/12/2022	FPCBC	Chelmsford City Council	2208.00	
07/12/2022	JCURRYAN	J Curry and Co Ltd	990.00	*
07/12/2022	LITTLETH	Littlethorpe of Leicester Ltd	10022.40	*
07/12/2022	MARTINMC	Martin McColl Newsagents	12.55	*
08/12/2022	FPNSL	Frama UK Ltd	50.00	
12/12/2022	BARCLAYC	Barclaycard	64.40	*
14/12/2022	FPHASDA	Allstar Business Solutions Ltd	132.96	*
14/12/2022	CJSUPPLI	GDG UK Ltd	150.88	*
14/12/2022	WICKSTEA	Wicksteed Leisure Ltd	288.00	*
14/12/2022	EXCELPLU	Excel Plumbing Ltd	795.00	
14/12/2022	AMAZONCO	Amazon.co.uk	23.99	*
15/12/2022	UNITEDGA	United Gas and Power - Electricity	45.46	*
15/12/2022	FORESTCO	Forest Communications Ltd	259.25	*
16/12/2022	UNITEDGA	United Gas and Power - Electricity	1183.30	*
19/12/2022	AMAZONCO	Amazon.co.uk	8.99	*
19/12/2022	OFFICE36	Office 365	4.50	*
19/12/2022	OFFICE36	Office 365	141.40	*
19/12/2022	AMAZONCO	Amazon.co.uk	75.00	*
19/12/2022	AMAZONCO	Amazon.co.uk	12.96	*
19/12/2022	AMAZONCO	Amazon.co.uk	7.89	*
19/12/2022	NISBETS	Nisbets Plc	308.37	*
19/12/2022	AMAZONCO	Amazon.co.uk	269.99	*
19/12/2022	FPHCSSS	Chelmsford Safety Supplies Ltd	241.66	*
19/12/2022	OFFICE36	Office 365	4.50	*
19/12/2022	OFFICE36	Office 365	141.40	*

21/12/2022	FPNSL	Frama UK Ltd	205.63	*
21/12/2022	AMAZONCO	Amazon.co.uk	10.99	*
21/12/2022	AMAZONCO	Amazon.co.uk	14.44	*
21/12/2022	AMAZONCO	Amazon.co.uk	9.99	*
21/12/2022	AMAZONCO	Amazon.co.uk	9.99	*
21/12/2022	ASTARDOO	Star Doors Ltd	216.00	*
21/12/2022	CJSUPPLI	GDG UK Ltd	87.60	*
21/12/2022	VIKING	Viking Direct	44.02	*
21/12/2022	FCJTRANS	FCJ Transport	50.00	
21/12/2022	STAMPSDI	Stamps Direct	35.58	*
21/12/2022	OFFICEIS	Office IS Limited	29.99	*
21/12/2022	AMAZONCO	Amazon.co.uk	19.99	*
21/12/2022	AMAZONCO	Amazon.co.uk	11.99	*
21/12/2022	AMAZONCO	Amazon.co.uk	19.00	*
22/12/2022	VODAFONE	Vodafone	49.40	*
23/12/2022	CHELMSF1	Chelmsford Gas Services	150.00	*
27/12/2022	SPCANGLI	Wave - Water Utilities	86.15	*
27/12/2022	SPCPHSWA	PHSGroup plc	271.06	*
28/12/2022	FPHASDA	Allstar Business Solutions Ltd	80.01	*
30/12/2022	PENINSUL	Peninsula	240.93	*
30/12/2022	FPEALC	Essex Association of Local Councils	168.00	*
30/12/2022	CHELMSF1	Chelmsford Gas Services	150.00	*
30/12/2022	PROTECTA	Protect and Detect - intruder call out	313.20	*
30/12/2022	PROTECTA	Protect and Detect - Fire alarm	332.86	*
30/12/2022	AMAZONCO	Amazon.co.uk	90.00	*
30/12/2022	ECC PENSION	December 2022 cont's	5759.21	
30/12/2002	HMRC	December Tax & NI	4670.08	
30/12/2022	SALARIES	December payments	16560.79	
30/12/2022	AMAZONCO	Amazon.co.uk	322.39	*
13/01/2023	CJSUPPLI	GDG UK Ltd	23.27	*
13/01/2023	FPSLCC	Society of Local Council Clerks	354.00	*
13/01/2023	FPCBC	Chelmsford City Council	2208.00	*
13/01/2023	LANGLI	Savills Client Account	78.00	*
13/01/2023	PRISTINE	Pristine Environmental Services Limited	104.98	*
13/01/2023	OFFICEIS	Office IS Limited	25.45	*
13/01/2023	OFFICEIS	Office IS Limited	30.00	*
13/01/2023	CHELMSF1	New hot water tank	6919.93	*
13/01/2023	SPCH20	H2O Nationwide	102.60	*
13/01/2023	MARTINMC	Martin McColl Newsagents	12.55	*
13/01/2023	SECURITA	Securitas Security Services Ltd	117.60	*
13/01/2023	CJSUPPLI	GDG UK Ltd	207.47	*
13/01/2023	SPCGRENK	Grenke Leasing Ltd	587.52	*
13/01/2023	FPEALC	Essex Association of Local Councils	168.00	*
18/01/2023	ESSEXTel	Essex Telephone Engineers	150.00	*
20/01/2023	SSE	SSE - Gas	1618.82	*
20/01/2023	SSE	SSE - Gas	1161.10	*
20/01/2023	CJSUPPLI	GDG UK Ltd	22.66	*
20/01/2023	VIKING	Viking Direct	66.10	*

20/01/2023	JKSYSTEM	JKSYSTEMS	630.00	*
26/01/2023	SPCH20	H2O Nationwide	465.12	*
26/01/2023/	CJSUPPLI	GDG UK Ltd	143.97	*
26/01/2023	AMAZONCO	Amazon.co.uk	60.18	*
26/01/2023	EPSTEIN	springfield cafe	106.50	
26/01/2023	THURSTON	Refund	10.00	
26/01/2023	FPNSL	Frama UK Ltd	145.80	*
26/01/2023	CHELMSF1	Chelmsford Gas Services	150.00	*
30/01/2023	HMRC	Tax & NI December	4020.39	
30/01/2023	ECC PENSION	January 2023 cont's	4955.18	
30/01/2022	SALARY	January 2023	14452.80	