



Springfield Parish Council

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Locum Clerk to the Council: John Watson

Springfield Parish Council

Minutes of the Full Council Committee

Held on 3rd March 2025 at 7.00 pm in the Council Offices, Springfield Parish Centre, St Augustine's Way, Springfield, Chelmsford, Essex, CM1 6GX.

Present: Councillors E Aluko, G Brazendale, B Chadwick, A Chong, N Dudley, I Fuller, K Hine, R Lee, J Pioli, S Sullivan
In attendance: J Watson (Locum Clerk), M Kingston (Administration and Committee Clerk), City Councillor M Mackrory

122/25. The Chair to declare the meeting open

The Chair declared the meeting open at 7.00pm.

123/25. To receive notification from any person's present of intent to record the meeting

There were no notifications.

124/25. Apologies for absence

Apologies were received and agreed from Cllrs S Byrne-Laguer, R Carson and D Havell.

125/25. Declarations of interest

Cllrs A Chong and S Sullivan declared interest as they are also councillors for Chelmer Village.

126/25. Public Question Time

There were no members of the public present at the meeting.

127/25. Minutes

The minutes of the Full Council Meeting on 3rd February 2025 were received and agreed to be a correct record. In the Chair's absence, Vice Chair I Fuller signed and dated the minutes.

128/25. Chairman's Announcements

In the Chair's absence, the Vice Chair gave an updated on the litter bin next to the School that was overflowing and that it had now been cleared. The church are holding a quiz night on the 15th of March at 7pm and councillors were encouraged to attend. The church have also asked the council to hold a presentation about the Green Agenda on the 30th of March if anyone is available.

129/25. Clerks Report

The Locum Clerk gave notice to the Councillors that he has resigned and will be leaving at the end of March. There have been 2 applications for the Clerk's role. The investigation into the Chelmer Village invoicing is ongoing. The centre had its insurance evaluation, and it was discovered that the Council had been over insured and a repayment of £600 would be made.

130/25. Reports from City and District Councillors

City Councillor Mike Mackrory was present at the meeting and gave the following updates:

- a) The crossing at White Hart Lane is now nearly complete. The crossing at Crocus Way is to be upgraded to a controlled crossing and there has also been one agreed to be placed on New Nabbotts Way.
- b) The Local Government reorganisation was discussed, Cllr Mackrory explained that it is a very long, complex process for reorganising and that everyone is encouraged to look on the government website or contact himself if they had questions.
- c) There is still a high volume of traffic through White Hart Lane especially as the sign for the new link road to the A12 is not very clear, this should get better as peoples sat-nav's update and works to White Hart Lane begin. The new health centre at Beaulieu Park is built and awaiting practice confirmation.

131/25. Financial Transactions

The financial transactions report was received and agreed. It was confirmed the library's previous incorrect budget headings had been corrected.

All budget headings will be looked into and tidied up ready for the new financial year.

132/25. Bank Reconciliation

The bank reconciliation for January 2025 was received and agreed. There were no comments made.

133/25. Earmarked Reserves

The earmarked reserves were discussed and agreed. It was decided that the amount for the roofing repairs should be increased to £15,000, the car park fund to be increased to £3,000 and to remove the electrical testing and water risk assessment as they are more ad hoc payments. This also included the fund for carpets within the centre as this is based on wear and tear and can be replaced when needed.

134/25. Risk Management Policy

The new Risk Management Policy was received and after discussion, was agreed. Proposed by R Lee, seconded by J Pioli and agreed unanimously.

135/25. Bleed Kit for Parish Centre

The Administration and Committee Clerk gave a report in regards to acquiring a Bleed kit at the centre, through a local charity called the Liam Taylor Legacy. The Council agreed that a donation be made to pay for the bleed kit to be installed at the Centre by the charity, and also that a fundraiser be set up in the centre café to raise additional funds for the charity. The Committee Clerk will speak with the Charity and arrange for the donation to be made and a date in place for the fundraiser.

136/25. Exclusion of the Press and Public

The Press and Public were excused from the remainder of the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960 as the matters discussed were confidential.

137/25. Parish Council Organisation

Councillor Brazendale reported on the future structure of the Parish Council

138/25. Property Update

The Locum Clerk reported on this matter.

139/25. Locum Clerk

The Council thanked the Locum Clerk for all his work over the last six months and wished him well for the future.

With no further business to discuss the meeting was closed at 8.30pm

Signed.....

Date.....