



Minutes

Ordinary Meeting of Chadwick End Parish Council

Held on: Tuesday 25th January 2022 at 6pm

Place: Chadwick End Village Hall

Present: Cllrs Jeff Davies (Chair), Andrew Taylor (Vice-Chair), Simon Carter and Rachael Molitor

In attendance: Kerry Finlayson (Parish Clerk) **Members of the public:** 0

01/22 APPOINTMENT OF CHAIR

Following the resignation of Rob Horsfield, Cllr Jeff Davies was appointed Chair.

Proposed Cllr Carter Seconded Cllr Molitor All in favour

02/22 APPOINTMENT OF VICE CHAIR

Cllr Taylor was appointed Vice Chair.

Proposed Cllr Molitor Seconded Cllr Davies All in favour

03/22 CO-OPTION OF NEW COUNCILLOR

- o Gemma Smith was appointed as a co-opted Cllr

Proposed Cllr Davies Seconded Cllr Molitor All in favour

- o At this point Cllr Carter advised that he would be stepping down following the meeting. The Clerk agreed to start the Casual Vacancy process.

04/22 COUNCILLOR ROLES & RESPONSIBILITIES

This item was postponed until a full cohort was in place.

05/22 WELCOME and APOLOGIES

There were no apologies to receive.

Cllr Davies took the opportunity to thank both Rob Horsfield and Simon Carter for their hard work as Cllrs of the Parish since 2014.

06/22 DECLARATION OF INTEREST

There were no interests declared in any item of business on the agenda

07/22 CONFIRMATION OF MINUTES

The minutes of the Ordinary Parish Council meeting held on 7th December 2021 were **confirmed** and **signed**.

Proposed Cllr Taylor Seconded Cllr Molitor All in favour

08/22 OPEN FORUM

There were no members of the public present

09/22 PREVIOUS ACTION POINTS

AP JUN01	CHAIR	Sound absorption for the hall ceiling	ONGOING
AP DEC01	CLERK	Fire Safety Training	ONGOING
		o Completed by Cllr Taylor	
		o AP JAN01 Cllr's Molitor & Davis to undertake before the next meeting	

AP DEC02	CHAIR	Heating options report	ONGOING
		<ul style="list-style-type: none"> ○ This was being monitored by Cllr Davies ○ AP JAN02 Cllr Taylor to look into heating grants ○ APJAN03 Cllr Molitor to get info from another hall that had recently been refurbished and encountered the same situation ○ APJAN04 Clerk to check with insurance as to whether the hall was covered for electrical equipment brought in for parties as it wouldn't be PAT tested. 	
AP DEC03	RM	To read Equality & Diversity policy and confirm to Clerk	COMPLETED
AP DEC04	CHAIR	Enquire on regulations with regards to electric fencing adjacent to a public footpath. Cllr Davies confirmed that a notice should be placed at each entrance. It was noted that the fencing had since been removed.	COMPLETED

10/22

FINANCIAL MATTERS

i. RFO Report

Payments

Date	Inv No	To	For	Amount
30/09/21	92	Unity	Bank Charges	18.00
22/09/21	93	EDF	Electricity	97.00
09/09/21	94	Lloyds	Corporate Card	19.76
11/10/21	95	Lloyds	Corporate Card	71.46
22/10/21	96	EDF	Electricity	97.00
30/09/21	97	HMRC	Tax/NI	3.60
10/12/21	98	Lloyds	Corporate Card	28.00
22/12/21	99	EDF	Electricity	97.00
30/12/21	100	NEST	Pension Dec	
30/12/21	101	K Finlayson	Salary Dec	
31/12/21	102	Unity	Bank Charges	18.00
09/11/21	103	Lloyds	Corporate Card	22.99
22/11/21	104	EDF	Electricity	97.00

894.29

Receipts

Date	Receipt	From	For	Amount
06-Dec	R29	Tots Play	Hall Hire	250.00
09-Dec	R30	Caines/Goodwin	Hall Hire	90.00
10-Dec	R31	T Murkin	Hall Hire	72.00
16-Dec	R32	Cook Stars	Hall Hire	162.00
02-Dec	R33	Sound Hounds	Hall Hire	93.75
08-Nov	R34	Tots Play	Hall Hire	312.50
31-Dec		Unity	Interest	1.64

981.89

An additional payment of £20,550 to Ecotex for the EWI was also approved subject to receipt of the 25 year warranty.

Robert Horsfield and Simon Carter to be removed from the bank account

Proposed Cllr Davies

Seconded Cllr Molitor

All in favour

- ii. Budget
 - o Stipend removed
Proposed Cllr Davies Seconded Cllr Taylor All in favour
 - o Fortress services cancelled (small monthly fee to remain till end of contract)
 - o Projected increase in utility bills and introduction of payment for waste bin emptying previously undertaken voluntarily by Councillors

Precept

A precept for 22/23 of £14,465.00 was agreed.

This represented an overall increase of 9.5% and for a Band D property would equate to £41.81 compared to £38.51 in the previous year which was an actual increase per household of 8.6%

Proposed Cllr Carter Seconded Cllr Taylor All in favour

- iii. Grant Application

It was agreed to postpone a decision until the grants policy was reviewed at the following meeting

- 11/22 PLANNING**
- i. PL/2021/03308/PPFL Elvers Green Farm
No objection
Proposed Cllr Taylor Seconded Cllr Carter All in favour
- 12/22 HIGHWAYS**
- Cllrs received the report and noted that there would now be regular quarterly meetings
- 13/22 COFFEE MORNINGS**
- As there was only 1 Cllr now available in the daytimes it was agreed to cancel Coffee Mornings until further notice until a group of local volunteers could be arranged to run them.
- 14/22 COUNCILLORS' REPORTS AND ITEMS FOR FUTURE AGENDAS**
- o Cllr Davies had updated the Fire Risk Assessment
 - o Cllr Taylor still to review the Risk Assessments
- 15/22 DATE OF THE NEXT MEETING**
- o 15th February 2022 at 6pm
- 16/22 TO CONSIDER CLOSURE OF THE MEETING TO THE PUBLIC AND PRESS**
- The meeting was closed at 19.12
Proposed Cllr Taylor Seconded Cllr Carter All in favour
- 17/22 CONFIDENTIAL ITEM**
- Nothing reported

Dated: 15th February 2022

Signed: