PANFIELD PARISH COUNCIL

Minutes of the Parish Council meeting held at Panfield Village Hall on Tuesday the 6th of December 2022 commencing at 7:00pm:

Present: Cllr J Dilworth (Chairman)
Cllr A Cole (Vice-Chairman)
Cllr C Rowe
Cllr S Vickers
Cllr P Summers
Cllr J Hill
Cllr M Farmer
Mrs M Baker (Clerk)
Public – 5 in attendance

FC100-22/23 Apologies for Absence.
Apologies received from Cllr Tattersly (District) and Cllr Butland (County).

FC101-22/23 To receive member's declarations of interest and dispensations in items on the agenda.
None

FC102-22/23 Minutes:
RESOLVED It was agreed to accept the minutes of the Meeting on the 1st of November 2022. Proposer Cllr Cole, Seconder Cllr Rowe.

FC103-22/23 Public participation session:

- The bad condition of the footpath at Thistledown was raised.
- The contact details on the Thistledown sign need updating.
- A solution for the John Barr Access should be sought.
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FC104-22/23 Essex Wildlife Trust

i. A representative attended and outlined how a partnership with the Essex wildlife trust would benefit the parish.
ii. It was agreed to sign up to the wilder towns, wilder villages initiative. Proposer Cllr Dilworth, Seconder Cllr Rowe

FC105-22/23 Report from the District/County Councillor
None in attendance.

FC106-22/23 Report from the Clerk:

NOTICEBOARDS
The new noticeboards have been installed and the old one removed.

CHRISTMAS TREE
The tree has been arranged for delivery on the 8th of December. Mr and Mrs Peak have agreed to arrange installation.

DANDARA
A letter was sent to Dandara regarding investing in the local community. It was suggested that they help support the village hall renovation.
A response has not yet been received.

Update on Planning Applications Listed in the Previous Minutes:

22/02571/FUL - Lightwaters Cottage Hall Road Panfield
Installation of motorized vehicle entrance gates and fenced bin storage
PENDING CONSIDERATION

FC107-22/23 Planning:
RESOLVED It was agreed to respond to the following consultations:

22/02619/FUL - Land South Of 87 Kynaston Road Panfield
Erection of a two storey building to provide 2 x 3 bedroom residential units together with associated parking and landscaping works.
OBJECTION – The application is not in keeping with the street scene set out in the village design statement, would cause a loss of light to local residences and would be overdevelopment of the plot.

FC108-22/23 Thistledown Pond:
RESOLVED It was agreed to proceed with the preferred quote following the required surveys. Proposer Cllr Dilworth, Seconder Cllr Hill. Local residents were thanked for their assistance in this matter.

FC109-22/23 Highways:
Cllr Vickers gave an update, the sign is still down and potholes have been filled on Hall Road. The Council noted that the sign is the responsibility of Essex CC Highways department and will continue to press them to resolve this matter.

FC110-22/23 Panfield Community Association:
Cllr Cole gave an update, the PCA was awarded £500 to hold warm space days over winter. They have requested £250 towards the fete next year. Two quotes have been received for the wall.

FC111-22/23 Speed Watch:
Cllr Vickers gave an update, the newsletter has been circulated, 67 vehicles have been reported since the scheme started. Speed watchers have been receiving abuse from an individual and the police are involved. .

FC112-22/23 Wethersfield Airbase Scrutiny Committee:

RESOLVED It was agreed that although Panfield Parish Council does not support the airbase proposal, the Council wants to ensure they can protect their legal freedom to participate in the planning process. Proposer Cllr Hill, Seconder Cllr Rowe.

FC113-22/23 Finance:

i. **RESOLVED** The finance report was received and the following payments approved. Proposer Cllr Dilworth, Seconder Cllr Vickers.

Panfield Parish Council Finance

30th November 2022

		Cash Book Balance From 01/11/2022	**£**	**61,361.31**
Payments Made				
Date	**Payee**	**Description**	**Amount**	
28/11/2022	Salaries	Salaries, PAYE, Pension	£	875.01
28/11/2022	Talk Talk	Village Hall Broadband	£	41.34
Payment Received				
Date	**Payer**	**Description**	**Amount**	
		Cash Book Balance on 05/12/2022	**£**	**60,444.96**
Bank Balances on 05/12/2022				
	Barclays Current Account	£ 3.96		
	Base Rate Tracker Account	£ -		
	Unity Current Account	£ 9,866.09		
	Unity Access Saver	£ 50,574.91		
			£	60,444.96
Less Oustanding Cheques/Direct Debits				
Plus Un-Banked Cheques				
	Adjustment		£	-
	Reconciled Total		**£**	**60,444.96**
Payments for Approval				
Date	**Payee**	**Description**	**Amount**	
06/12/2022	TJS Tree Services	Inv 2606 - Grass Cutting	£	2,680.00
06/12/2022	Noticeboards	Noticeboard Installation	£	480.00
		Cash Book Balance After Payments	**£**	**57,284.96**

ii. **RESOLVED** The budget was discussed and agreed and the precept request was set for 2022/23 at £23440.

Panfield Parish Council

Budget Setting Document 23/24

INCOME	Actual 31st March 2021	Actual 31st March 2022	Budget 31st March 2023		Budget 31st March 2024
Precept	16384	16336	23780		DO NOT USE
Distribution of Surplus Funds from BDC	219	228	300		
ECC &BDC Support	815.01	823	800		
Clerks Bursary		157			
Investment Income	2.31	1	1		370
VAT Repayment		1262			
Allotment Income	392	343	400		400
Parish Support Grant					
Grants	177				
106 Monies					
	17989	**19150**	**25281**		**770**
EXPENDITURE					
Pocket Garden Maintenance			250		250
Open Spaces Maintenance	3060	328	2500		2500
Tree Cutting					500
Thistledown					0
Grass Cutting	2686	8980	9000		10000
Audit Fees		951	300		300
Hall Hire	460		500		400
Insurances	787.24	1061	1000		1500
Salaries	5538	7365	6000		8000
Clerks Expenses		1064	300		300
Stationery, Postage & Printing	663	18	50		0
Subscriptions	500.11	282	500		500
Street Cleansing	50		50		500
Website		155	100		150
Election Costs					2000
Training	293.5	512	950		900
Planters					0
Chairmans Allowance			50		100
Vehicle Activated Sign					0
Christmas		363	400		300
Grants					
106 Monies					
Village Hall		353			
Bus Shelters/Noticeboards			2000		
Section 137	400				-
Thistledown Pond			5000		
Village Magazine			600		600
Village Fete			200		250
	14438	**21432**	**29750**		**29050**
				Expected Account Balance April 2021	53008
Surplus /Deficit	3552	-2282	-4469	Earmarked Reserves	48168
				Available Funds	4840
Balance in Accounts	**59759**	**57477**	**53008**	Net Expenditure	28280
				Funds minus Net Expenditure	-23440
				Precept Requirement	**23440**
				Tax Base	**339.33**
				Band D Element	**69.08**

Current Earmarked Reserves	
General	8168
Play Equipment	10000
Hall	20000
Community Assets	10000
Total	**48168**

Cost for Year per Property	
Band A	46.28
Band B	53.88
Band C	61.48
Band D	69.08
Band E	84.27
Band F	99.47
Band G	115.36
Band H	138.15

For information last years Band D Element was £70.38

FC114-22/23 Items from Councillors for the next Agenda:

- Policy Review
- Footpaths Officer Update
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Councillors are asked to inform the clerk of any items by 30th of January 2023.

FC115-22/23 Next meeting of the Parish Council:

The next meeting of the Parish Council will be held on the 7th of February 2023 at 7:00pm at Panfield Village Hall.

The Chairman thanked everybody for attending and declared the meeting closed at 9:07pm.

Signed: ……..…… Date ……
Chairman