
Minutes of the meeting of Fyfield Parish Council held on Monday 9th January 2023 at Fyfield Village Hall, Houchin Drive, Fyfield.

Present: Councillor B Saward (Chairing), Councillors M Bacon, S Mead, D Webster

In attendance:

2 members of the public

22. 109	<p>Apologies for Absence To receive and approve apologies for absence</p> <p>Apologies were received from Cllrs Wadey and Codd.</p>
22.110	<p>Declaration of Interests To receive Councillor's declaration of interests and dispensations concerning items on the agenda</p> <p>There were no declarations of interest.</p>
22.111	<p>Public Participation Session To receive questions and statements from members of the public with respect to items on the agenda and other matters that are of mutual interest</p> <ul style="list-style-type: none"> • RW asked how things were progressing with the shed initiative – lease, toilets and insurance. Cllr Mead to raise these points at the village hall meeting on Wednesday. Discussed electricity and felt a nominal fee would suffice. • Cllr Webster to draw up a draft contract. • RW also offered to clean the swings which was well recieved.
22.112	<p>Approval of the Minutes of Meeting held 5 December 2022 The minutes of the Fyfield Parish Council meeting held on Monday 5th December 2022 were approved as an accurate record.</p>
22.113	<p>Clerks Report</p> <ul style="list-style-type: none"> • Hedge by the garages. Working party to clear the area as it is now impacting on garden fences. • Hoarding around the Gypsy Mead site. District Cllr Hadley had spoken to the developers about moving this to the correct location. • Ride London – same route as 2022. Cllr Saward to put details in next Focus article. • Cllr Webster to write a reference for Derek Farr. • All agreed that a further bin (outside village hall) should be added to the TBS contract.
22.114	<p>County Councillor, District Councillor and other representatives reports.</p> <p>There were no reports from County or District Councillors.</p>

22.115	<p>Finance a. To consider and approve invoices for payment RECEIVED List of invoices submitted in December 2022 that required payment by the Parish Council.</p>			
Ref No	BACS Ref	Payee	Detail	Amount
54-23		EALC	Advanced Councillor Course	£108.00
55-23		K Perry	Salary Dec	£437.58
56-23		Village Hall	Hire of hall Oct Mtg	£18.70
57-23		Paul Norris	Churchyard Maintenance	£260.00
58-23		TBS Hygiene	Bins – December	£114.00
59-23	21-8605	BB Groundscare	Maintenance of sports field	£647.50
60-23	A7792	Auditing Solutions	Interim Audit	£360.00
61-23	2023/2	Village Hall	Hire of hall Jan Mtg	£14.03
<p>RESOLVED List of invoices were authorised (approved unanimously).</p> <p>TASK All paperwork signed off by Cllrs Saward & Mead. All payments are set up ready for authorisation online.</p> <p>b. Precept to be agreed for 2023/24 In light of the budget remaining consistent, it was agreed that the Precept should remain the same as last year at £13,534.</p> <p>c. Consider Auditors Interim Report Auditors report was considered and relevant steps will be taken to ensure correct recording of income and expenditure. Cllrs Saward and Wadey will amend the Risk Register in line with the audit report.</p>				
22.116	<p>Burial Ground a. Report on church yard issues The compost area has had to be locked as other people are adding items to it. b Consider wording for signs in churchyard Cllr Webster and KP have written some words and will put this up with a box in the churchyard to try and keep it as a rural churchyard should be. c. Tree Pollarding. Cllr Mead to ask Joe to check if Skippers can do this. Cllr Saward to ask Kevin for a price.</p>			
22.117	Sports Field & Village Hall			

	<p>a. Sports Field Hire Bookings & booking form On-going football hire. Cllr Mead will send booking form and terms to Chris for inclusion on the VH website.</p> <p>b. Checks on play equipment Cllr Saward continuing to monitor. Some of the swings can be taken down and can then be cleaned. There are parts that need some maintenance</p> <p>c. Matting marking Cllr Mead stated that markers at the end of the mats are needed to stop people parking on the grass further down. Approximately 10 posts needed to mark outer edges – add to February agenda. Cllr Mead to ask Joe if he has yellow paint and could mark around the mats. This would not be such a permanent solution.</p>
<p>22.118</p>	<p>Fyfield Village</p> <p>a. Defibrillator. Information obtained from Jeanette Bell. Waiting for assistance from Essex County Council. Need to find out how much it would cost in terms of electricity.</p> <p>b. 20’s Plenty. Consider whether to support this initiative as a Parish Council. The Parish Council agreed the motion to support the 20’s Plenty. Cllr Saward to take some of the information from the website and put it in the next edition of the Focus. KP to send letter to Scott at Highways. Cllr Mead also mentioned that people park along the road by the village hall. It was agreed that we should put yellow lines and signs along this road to stop people parking. Cllr Saward to look into type of paint needed and to purchase No Parking signs.</p> <p>c. Villager of the Year Wording was circulated by Cllr Bacon for the Focus and Grapevine. Cut-off date May 1st. Flyers in shop etc. Shield/plaque for presentation at Annual Parish Meeting.</p> <p>d. Coronation Celebrations Sub-committee to be formed and to liaise with village hall committee.</p> <p>e. Energy costs for residents and businesses Cllr Webster to speak to the VH about using one of their open day in the village hall with play area/children’s area in February half term.</p>
<p>22.119</p>	<p>Communication and Promotion</p> <ul style="list-style-type: none"> • Villager of the Year • Information on 20’s Plenty initiative • Precept remaining the same • Coronation Celebration ideas • New Councillor needed
<p>22.120</p>	<p>Date of the next Parish Council meeting</p> <p>a) To confirm the date of the next Parish Council meeting 6 February 2023</p>

The meeting closed at 20:59pm.

Signed: