**Present:** Cllr Gavin Rowsell (Chair), Cllr Kerry-Jane Wylie, Cllr Lynne Attfield and

Cllr John Bennett

**In attendance:** Mrs S Sayer – Parish Clerk and Mrs J Lines – New Parish Clerk

**Members of Public:** 0

1. **Chairman’s Welcome & Apologies.**

The Chair welcomed all those present and received apologies from Cllr Len Clark. No news received from District Councillor Bassenger. The meeting commenced at 19.30 p.m.

1. **Declarations of Interest**
   * Members made the usual declaration that all members live and/or work in the District and declared a global declaration. No other declarations were made at this point in the meeting.
   * Members noted their responsibility to make any changes to their register of interests within 28 days and let the Parish Clerk know that it has been done.
2. **The Minutes of the last meeting – 21st July 2020**

The minutes of the meeting held on 21st July 2020 were approved and will be signed by the Chairman as a true and accurate record when Covid-19 allows. Proposed: Cllr John Bennett and Seconded by: Cllr Kerry Jane Wylie. - AGREED

1. **Introduction of New Parish Clerk/Responsible Financial Officer**

Warm welcome to Jackie Lines starting officially on 1st October 2020. Cllr K-J Wylie sorting out the Contract of Employment.

1. **Public Forum**

No members of public present.

1. **District Councillors report**

No report available as District Councillor not present.

1. **Policies and Procedures.**
2. Risk Assessment for use of the Victory Hall for Parish Council meetings - on hold at present due to meetings currently taking place via Zoom.
3. **Transport**

No report available at this time.

1. **The Furze**

All going well as far as know.

1. **Grass Cutting**

Clerk informed members that the current contractor knows that the Parish Council will be reviewing grass cutting by getting three quotes.

Cllr Clark approved all invoices for payment for the grass cutting.

Chair to speak to Cllr Clark regarding new quotes for grass cutting.

1. **Neighbour Hood Watch**

* Stud Farm had some GPS computers & screens stolen from 3 tractors and combine.
* Joint operation in Latchingdon of council, police and HMRC where 68 vehicles were stopped.
* Case on Dengie of Fly tipping
* Mini digger stolen in Bradwell
* People reported in Southminster at 2.30 a.m. looking at vehicles and it was believed they were stealing cars to order.
* Vehicle that was stolen was recovered so police are about.

**Cllr K-J Wylie mentioned that several blue Police Speed Check signs have been placed through the village.  No-one sure how they came about.  Chair to see if he can find out.  It was mentioned that traffic is travelling particularly fast in restricted speed zones at the present time.**

1. **Woodside**

Clerk emailed Moat again requesting an update and the buck has been passed to

another person. However, they could not say if the fencing has been repaired or

they have received the valuation report promised in an email a year ago.

1. **Defibrillator – Outside Victory Hall**

No news regarding paperwork.

1. **Planning**
   1. Planning Applications none at the time of writing
   2. **Planning Correspondence**

Members to note receipt via email of the following:-

* + 1. List of Planning applications – 30-38 **NOTED**
    2. List of Planning Decisions & Appeals – 30-38 **NOTED**
  1. Planning Decisions: It was noted that Desch Plantpak was refused planning again. Planning App: FUL/MAL/20/00642

1. **Post Box**

The post box at Stud Farm is going to be replaced. The situation with

staffing levels recently experienced is easing and the work has been listed

with the engineers to go ahead soon.

The other post box (the one by the long row of houses that went a long time

ago) will not be replaced as it was not used.

1. **Highways**

a) Pothole reported Ref No. 2678091 – there is no progress as not considered urgent.

Increase in traffic levels was considered that it could be a steady build up over the last few months after the closure of the bridge and Covid reduced the traffic.

It was discussed with Adam Pipe that it would be better to have a meeting in the hall and not via zoom so that the public can take part.

1. **Correspondence**

There was no additional correspondence other than what had already been

circulated via email or that detailed as a separate agenda item.

1. **Finance**

a) Members reviewed and agreed the payments for August and September 2020 **AGREED** Proposer: Cllr Attfield Seconded:

Cllr Bennett.

b) The first VAT claim has gone in and the PC should have £498.27 coming back within 60 days.

c) Cllr Rowsell proposed and it was seconded by Cllr Wylie that the Clerk’s pay increase is back dated to 1st April 2020 at the rate of £10.37 to end date of 30th September 2020.

1. **Information Exchange & Items for the next Agenda/External Meetings**

No other meetings attended - no councillors attended any external meetings and no further information or agenda items were discussed/exchanged.

1. **Date of the next meeting** **–** Tuesday 17th November 2020 at 7.30 p.m.

Cllr Gavin Rowsell, thanked Mrs Sarah Sayer for all the work she had done and wished her well for the future. Mrs Sayer received the comment with thanks.

1. All Business having been transacted the Chair thanks everyone for attending and closes the meeting at 19.56 p.m.