# Boreham Parish Council

Minutes of the Meeting of Boreham Parish Council held in the Allen Room, Village Hall Boreham at 7:30pm on Monday 4th March 2019

Present
Councillor J Rice
Councillor A Leach
Councillor D Crick
Councillor C Perrin
Councillor M Sellors
Councillor S Bass
Councillor G Cooch

Also in attendance: Mrs Lisa Miller (Parish Clerk) and Justine Atterbury (Asst Clerk).

**3285 Apologies for Absence**
Apologies were received and accepted from Councillors Galley and Perrin.

**3287 Co-option of new member onto the council**
**IT WAS RESOLVED THAT** Mr P Elkington be co-opted as a new member onto the council. The Declaration of Acceptance was duly signed.

**3288 Declarations of Interest**
No declarations of Interest were declared.

**3289 Public Participation Session**
The Chairman of the Boreham Scouts and Guides, Bernard Tewksbury attended along with Kevin Harrington to speak about the plans of the Headquarters. When the HQ was built, the original plans were altered from the original intentions due to financial restrictions. However, they now plan to extend the building. Extension to be made from concrete blocks with a tin roof to allow for an office/quiet room and to allow for additional storage. They seek the council's permission before they start to make formal plans and commence any fundraising.

**3289 Minutes of the Parish Council Meeting held on 4th February 2019**
The Minutes of the Parish Council Meeting held on 4th February 2019 had been previously distributed and it was RESOLVED following the deletion of the clerk's name as an attendee from the Minutes that they be signed as a true record of the meeting.

**3290 Correspondence**
a) **First Essex Service Changes** – changes to the bus timetable have been announced.
b) **A12 closure of carriageway at J19 on 1&2 March 8pm – 6am** – This work had already taken place at the time of the meeting.
c) **Street Naming & Numbering** – Land East of Plantation Road. Street names confirmed to be as follows: Orchard Way, Amber Link, Garnet Road & Monarch Crescent.
d) **Other Correspondence received** – The Old Forge, Main Road has been changed to The Forge.

**3291 Councillors Reports**
**a) City Councillor J Galley's Report** – apologies received and nothing to report.
**b) County Councillor J Spence** – apologies received and nothing to report.
**c) Village Hall Management Committee Representative's Report –** nothing to report.

d) **Public Transport Representative –** The next meeting will be on 4th June 2019. Cllr Cooch is unable to attend so if anyone else is available to attend, please let the clerk know.

e) **Community Speedwatch –** The first session of 2019 will take place on the afternoon of 14th March. Cllr Rice is trying to get a training session organised.

f) **Other reports** – no further reports.

**3292 Committee Minutes**

**Planning Committee meeting held on 4th February 2019**
The minutes were confirmed with no comment.

**Planning Committee meeting held on 18th February 2019**
The minutes were confirmed with no comment.

**Finance Committee meeting held on 18th February 2019**
The minutes were confirmed with no comment.

**Standing Orders Sub Committee meeting held on 18th February 2019**
The minutes were confirmed with no comment.

**3293 To receive the report of the Clerk on matters not covered elsewhere on the Agenda**

The Clerk confirmed that Nomination Forms are to be returned to the Returning Officer by hand at Chelmsford City Council by the deadline date of 4pm on 3rd April 2019. However, if forms are returned to the parish office by Thursday 21st March then the clerk will return them for you. The clerk will forward the Election Guidelines to all councillors.

**3294 Financial Matters**

**a) Budgetary control and Accounts Report -** Members were circulated with budgetary control reports. Members approved the reports.

**b) Ratification and authorisation of Payments -** It was RESOLVED to accept the Accounts as drawn and ratification and authorisation was given for the cheques and payments (appendix attached).

**3295 Twenty is Plenty Campaign**

Cllr Rice would like to drive this campaign and would like to involve the school in designing the posters. It was confirmed that any posters would need to ensure that they could not be identifiable as highway speed limit signs and that any posters could not be erected on highways land which could limit where they could be placed. In the meantime, there are plenty of 30mph stickers for wheelie bins left that could be distributed.

**3296 Data Protection Policy**

**IT WAS RESOLVED THAT** the parish council adopt the Data Protection Policy as recommended by the Clerk and this can be found attached in the appendix to these minutes.

**3297 Solar Lighting – Recreation Ground Footpath**

**IT WAS RESOLVED THAT** the parish council would proceed to purchase solar lights to be installed along the recreation ground footpath following the quotation received.

There being no further matters for consideration, the Chairman thanked Members for their attendance and declared the Meeting closed at 8.20pm.