

**MINUTES OF AN ANNUAL MEETING OF  
BELCHAMP WALTER PARISH COUNCIL  
HELD ON WEDNESDAY 20<sup>th</sup> MAY 2015  
IN BELCHAMP WALTER VILLAGE HALL.  
START TIME 19:15**

**Members present:** Cllr. R. Teverson (Acting Chairman), Cllr. J. Chalker  
Cllr. A. Hogsbjerg, Cllr E. Poels,

**STATUTORY BUSINESS**

- 1. Nominations for Co-option to the Council;** Miss Jane Chalker was nominated and her position as councillor was unanimously confirmed.
- 2. Election of Chairman;** No propositions received. **Action leave on table for the next meeting.**
- 3. Election of Deputy Chairman;** No propositions received. **Action leave on table for the next meeting.**
- 4. Apologies;** Cllr. S. De'Ath, County Cllr. D. Finch, and District Cllr. I. Parker
- 5. Election of Representatives;**  
Village Hall Management Committee – It was proposed and confirmed that Cllr. Hogsbjerg and Cllr. Poels be the council representatives, Cllr. Chalker will be standing as an elected trustee.  
Footpaths and Bridleways – It was proposed and confirmed that Cllr De'Ath be the footpaths representative.
- 6. Parish council meeting Dates;**  
It was agreed to continue with four Parish council meeting per year, the dates of these meetings for the ensuing year are;  
  
15<sup>th</sup> July 2015  
18<sup>th</sup> November 2015  
17<sup>th</sup> February 2016  
18<sup>th</sup> May 2016
- 7. Members submitted their acceptance of office and declarations of personal interests; Action Cllr. Teverson asked if the declarations should be sent to BDC, the acting clerk to inquire and comply if needed.**
- 8. Asset Register;** The acting clerk informed the members that the asset register had been up dated there being just one change in that the filing

cabinet had been removed. Valuations of the remaining items have been inflated by 2%

## **ROUTINE BUSINESS**

**9. Confirmation of Minutes;** The minutes of the P.C. meeting held on 18th February 2015 were confirmed and signed as a correct record.

**10. Parishioners Statements;** There were no members of the public present,

### **11. Matters Arising;**

- a. Village Questionnaire. **Action removed from the table.**
- b. New Bon Pothole; it was reported that both ECC Highways and Braintree have stated that this hole is not eligible for urgent action. **Action The clerk to contact ECC Highways.**
- c. Playing Field Lease and actions re Inspection, the two actions re protruding bolt and infestation of moles have been completed. **Action the acting clerk to contact Charles Raymond with a view to meeting with council members. Cllr. Chalker to carry out a survey of the villagers to see what their views are for additional equipment or other improvements to the area.**
- d. Grass cutting churchyard, cemetery, village hall etc. **Action completed - a contract is in place with Greenacres (David Smith of Cornard.)**

### **12. Finance Report**

Bank Balances at 30/4/2015	Community Account	£6,253.19
	Reserves Account	£3,865.04
	Playing Field Account	£1,627.30

- a. Cheques approved see list attached.
- b. The accounts for 2014/15 were presented by Mr. Raybould (acting clerk) Cllr. Hogsbjerg proposed and Cllr. Chalker seconded that they be adopted, this was confirmed by the members.
- c. The external audit submission was presented to the members for acceptance this was proposed by Cllr. Hogsbjerg and seconded by Cllr. Poels and confirmed by the members, it was duly signed by the chairman and the acting clerk.

**13. Insurance Renewal.** The renewal of the insurance was reviewed by the members, it was agreed that we will not enter into a three year agreement. **Action the clerk to renew the policy for the ensuing year at the full premium.**

**14. Position of Clerk.** With no applications to date it was agreed we should contact other local parishes to see if any of their clerks would be willing to take on an extra parish. If this fails we will advertise via EALC.

**15. Correspondence;** there was no correspondence to present.

**16. Date of next meeting** – 15<sup>th</sup> July 2015,  
**Items proposed** - as left on the table.

Signed: \_\_\_\_\_ (Chairman) Dated: \_\_\_\_\_