

MORETON, BOBBINGWORTH AND THE LAVERS PARISH COUNCIL

DRAFT MINUTES

Meeting: Annual Council Meeting

Date: 14th May 2024

Time: 7.30 PM

Venue: Moreton Village Hall

PRESENT:

Councillors (8): Cllr Crosbie (Chairman), Cllr Stuart, Cllr Darken, Cllr Offord, Cllr Padfield, Cllr Dawson, Cllr Collins, Cllr Day

Also in Attendance (1): Adriana Jones – Clerk

Members of the Public: (2) Inc EFDC Cllr Balcombe, EFDC Cllr Morgan, PC Shepherd*

Members of the Press (0)

** for part of meeting*

PC.413 ELECTION OF CHAIRMAN

Cllr Collins **PROPOSED** Cllr Crosbie as Chairman, this was **SECONDED** by Cllr Padfield. There being no other nominations, Cllr Crosbie was duly elected as Chairman for the current municipal year, and signed his declaration of acceptance of office.

PC.414 ELECTION OF VICE CHAIRMAN

Cllr Padfield **PROPOSED** Cllr Stuart as Vice-Chairman, this was **SECONDED** by Cllr Darken. There being no other nominations, Cllr Stuart was duly elected as Vice Chairman for the current municipal year, and signed his declaration of acceptance of office.

PC.415 APOLOGIES FOR ABSENCE

Whilst no Parish Councillors had offered their apologies, Mrs Carpenter and EFDC Cllr Hadley had apologised for not being able to attend.

PC.416 OTHER ABSENCES

None.

PC.417 DECLARATIONS OF INTEREST

There were no declaration of interest. The Clerk reminded Councillors they needed to review their interests, and advise the Clerk within 28 days of any changes.

PC.418 CONFIRMATION OF MINUTES

The minutes of the Council meeting held on 12th March 2024 were approved. **PROPOSED** Cllr Stuart, and **SECONDED** Cllr Padfield. All agreed.

PC.419 ELECTIONS

- a) Councillors noted that the 2024 Parish Council elections were uncontested, with the following Councillors being elected unopposed:
- Bobbingworth Ward: Cllr Stuart, Cllr Dawson (1 vacancy remaining)
 - Moreton Ward: Cllr Crosbie, Cllr Collins, Cllr Offord
 - The Lavers Wards: Cllr Padfield, Cllr Darken (6 vacancies remaining)

All Councillors present completed their declaration of acceptance of office. Copies of the election expense forms were completed and return to the Clerk to submit to EFDC.

- b) Councillors noted the outcome of the District and Police, Fire and Crime Commission (PFCC) elections as follows:
- Rural East District: Cllr Ray Balcombe, Cllr Ian Hadley, Cllr Richard Morgan (all Con)
 - PFCC: Roger Hurst (Con)

PC.420 CO-OPTION OF COUNCILLOR

Mr Martin Day was present and expressed an interest in being co-opted as he had been unable to complete his Councillor application forms. Cllr Padfield **PROPOSED**, and Cllr Offord **SECONDED** that Mr Day be co-

opted as Councillor for The Lavers Ward. This was unanimously agreed. Cllr Martin joined the meeting and duly signed his declaration of acceptance of office.

PC.421 REPRESENTATION ON OUTSIDE BODIES

The following was **AGREED**:

Representation	2024/2025 Responsibility
Magdalen Laver Village Hall	Defer next meeting
Moreton Village Hall	Cllr Collins
Footpath Representatives	Cllr Crosbie
EFDC/ECC Transport	Parish Clerk where necessary
Epping Forest Country Care	Cllr Offord
Bobbingworth Nature Reserve	Cllr Stuart
Crime and related issues	Cllr Darken
Joint Standards Committee	Cllr Padfield
EFDC Local Liaison / Branch meetings	Cllr Crosbie and Clerk
Neighbourhood Plan Review Committee	Cllr Crosbie, and if possible Angela Busch

PC.422 PARISHIONERS' FORUM

The Chairman welcomed members of the public present and invited them to address the Council. PC Shepherd advised that Ongar had seen a spike in scams recently, and the police had managed to catch somebody in the act around a week ago. PC Shepherd asked Councillors to pass this information on to as many people as possible. These scams were generally completed over the phone, with over 60s targeted mostly. PC Shepherd advised of the crime statistics for the last three months, advising there had been 21 calls, one hare coursing, one theft of a vehicle, one theft from a shed, and of the 21 calls 5 crimes were recorded. This was compared to 42 calls for the same period last year, where 18 crimes were recorded, so this was a 50% reduction in calls and a 72% reduction in crime. Cllr Darken advised that the statistics read out by PC Shepherd were purely for this parish, as she receives weekly reports which includes other areas in the Epping Forest District, and she felt this was perhaps a little low compared to what she sees. The Chairman advised that he sees the Fyfield report and there is very little crime in that area, to which Cllr Padfield confirmed this was the same for the statistics she sees.

PC.423 APPOINTMENT OF INTERNAL AUDITOR

Council **AGREED** to the appointment of Val Evans as this Councils internal auditor for the 2024/2025 and 2025/2026 financial years.

PC.424 INSURANCE

Councillors noted the insurance was due for renewal on 1st June, and after receiving quotes **AGREED** to continue with Zurich for the current year, having only a £12.23 increase on the prior years cost.

PC.425 POLICIES AND PROCEDURES

It was **AGREED** to set up a small working group consisting of the Clerk, Chairman and Vice Chairman to review the Councils policies and put forward any suggested changes to Council. The draft Terms of Reference for the working group as attached to the agenda were **AGREED**.

PC.426 DELEGATED POWERS

It was **AGREED** that delegated powers be provided to the Clerk to allow her to respond to planning applications, the deadline for which may be prior to the next available meeting. This would be by way of obtaining a majority view of planning applications from Councillors, and formulating a response on that basis. Cllr Darken asked for clarification as to if this allowed the Clerk to respond without obtaining such views, to which it was confirmed this did not.

PC.427 REPORTS

- a) Chairmans report – The Annual Report of the Chairman was read out at the prior meeting.
- b) Vice Chairmans report – None.
- c) District and County Councillor reports – EFDC Cllr Morgan advised there were now three District Councillors working together representing the Rural East ward, and it was confirmed that at least one District Councillor would attend each meeting. A list of the meeting dates was details at the bottom of the agenda.

- d) Parish Councillor reports – Cllr Collins advised that the village hall committee was hoping to put forward outline planning for the proposed new Village hall, and when this takes place a copy would be sent to all District Councillors in the hope they would support the proposal. EFDC Cllr Balcombe advised that the procedure for deciding planning application was likely to change in September, as a full review of EFDC planning had recently been conducted, and it was expected the current procedure would be changing. There will not be three planning committees, and District Councillors could not be on the deciding committee for any application in their own wards, albeit the District Councillor could attend meetings and speak. The Clerk advised that the organisation which completed the review were due to issue a report, to which Cllr Balcombe advised this report goes to Cabinet on 28th May. Cllr Balcombe stated this would bring EFDC in line with lots of other Councils, and he felt this would be a better way of working. Cllr Padfield expressed her extreme concern that this Parish would therefore lose its rural representation if the District Councillors were not on the deciding committee, especially as many other Councillors were from urban areas. Cllr Balcombe advised that only Councillors who were trained and not directly involved can consider an application. Cllr Darken asked if there would be any changes to enforcement, to which it was confirmed there would be, and that EFDC was going to try and improve this service. It was **AGREED** this would be placed on a future agenda for consideration.

Cllr Day advised that the first set of training for the Moreton Community Speedwatch had taken place with Liam Collins from Essex Highways, with a follow up via zoom. A speed gun had now been issued, along with jackets and warning signs. One session had already taken place, which had a substantial impact on speeding at the time, however the group was awaiting their official reference number so that the speeding can be recorded and reported. There were already 10 in the team, and there has to be three members present to run a session. Two locations have been approved. Councillors recorded their thanks to Cllr Day for his work with this project.

- e) Police Report – Reported earlier in the meeting.

PC.428 FINGER POSTS

Councillors were reminded that the Clerk was hoping to collate a list of heritage finger posts in the Parish, so their condition and location could be reported, however to date nobody had contacted the Clerk. Cllr Stuart advised that he had sent an email to Cllr Balcombe regarding the triangle at the top of Maltings Hill as a number of residents were concerned about the safety of this area. Numerous heavy lorries use this lane which goes up to New House Farm, and slowly the triangle is being eroded, and as such creating a potential danger around the junction itself. Cllr Darken advised of a similar issue at Matching Green, and the answer was to install kerbing, and that this was done via Matching Parish Council including funding it. Cllr Balcombe hoped to raise this via ECC Cllr McIvor and Highways to get a resolution.

PC.429 PARKING ISSUES MORETON SCHOOL

At the March meeting it was agreed to purchase one banner and two figures for use by Moreton School to try and alleviate some of the parking issues experienced at school drop off and collection times. This was on the proviso that the school would be responsible for these items, and that the banner was not erected on a permanent basis, but sporadically to stop any complacency. These terms had been agreed by the School Head, and the items purchased and given to the school. The following remains outstanding, and Councillors were asked to consider what action to take.

- **Contact with Village Hall Committee/ Schwier Farm for update on project and potential for short term parking solution on adjacent field.**

Cllr Collins advised that when this field was used as part of the Litter Pick, the ground was ok but he was in a 4x4 vehicle, however he believed the incline up to the field would have been too difficult for an ordinary car. The grass on the field was quite long but it was not wet or boggy, and Cllr Collins stated that if it was to be used by parents then the entrance to the field needed to be improved as it would only get worse the more times it is used. After further discussion, it was felt the use of this field was not an appropriate solution at this time, and no further action should be taken. This could potentially change if a Village Hall was located on this site in the future.

- **Possible footpath adjacent to the road - link church carpark**

This would need to be an LHP request, however it was felt this would not be suitable idea and no further action should be taken.

There was a brief discussion regarding the suggestion that part of the issue was vehicles parking along Church Road itself creating in effect a single roadway which exacerbated the problem. Cllr Collins advised that he had been in contact with a local resident who had somebody park directly across his drive. He

subsequently went into the school to advise them of this, however the person did not move the car for a further 20 minutes, which was simply unacceptable. The Clerk advised this should have been reported to the police. Cllr Collins suggested that if somebody was visiting the school they should be able to park in the school car park. Cllr Padfield advised many schools were implementing a 'kiss & drop' system, to which Cllr Dawson advised this does take place in the mornings, however the challenge is that this also gets snarled up very quickly causing a blockage at the T Junction, resulting in people then simply parking wherever they can. Cllr Dawson advised that the available area to operate the 'kiss & drop' system was very small, and that he really could not see a solution to this issue. It was felt that the parking over peoples drives was caused by the same cohort of individuals. Cllr Balcombe advised this was a common problem with all schools in Essex. The Chairman advised that PC Shepherd had been involved, however his time was limited but that perhaps the EFDC officers may be able to occasionally drive this area to act as a deterrent.

PC.430 ELECTRONIC NOTIFICATION OF MEETINGS

All present **AGREED** they would be happy to receive electronic notifications of meetings, agendas, minutes and all general correspondence.

PC.431 COUNCILLOR EMAIL

A discussion took place as to the benefits of Councillors having a dedicated Council appointed email address, especially in terms of data protection for both Councillors and the Council as a body. It was **AGREED** to give this another try.

PC.432 TRAINING

Councillors were asked to consider if they had any training needs, noting that sector specific training was provided by the Essex Association of Local Councils. A link to the EALC Training calendar was included within the agenda. Councillors were asked to contact the Clerk if they wished to undertake any training.

PC.433 D-DAY

At the March meeting, Councillors agreed the Parish Council would find its own way of marking the 80th Anniversary of D-Day on 6th June and would not be purchasing a lantern. Cllr Martin had suggested purchasing a Soldier Silhouette (known as a Tommy), which were available from the Royal British Legion, and made by veterans. The Clerk had looked into this and the cost of a 1.47m 3mm Aluminium Composite 'Tommy' was £175 plus VAT. They can be installed in the ground using included angle irons or mounted on the side of a wall or building using wall plugs, and are suitable for permanent use or can be easily reinstalled. Cllr Darken **PROPOSED**, and Cllr Day **SECONDED** the purchase of a 'Tommy'. This was **AGREED** by all. The Clerk and Chairman would liaise to organise installing this before 6th June.

PC.434 COMMERMORTIVE BENCH CLLR FOULSER

Councillors recalled the Magdalen Laver Village Hall Committee had been asked to consider the possibility of installing a memorial to Cllr Foulser in their grounds. The Chairman of the village hall committee had subsequently contacted the Clerk and advised that at their meeting at the end of April they decided they would like to contribute towards the cost of the proposed bench if they were also able to include the late Dick Norman, as they have not as yet shown any gratitude for his work in the community and village hall. The Committee had agreed on a position for such a bench and would suggest that any inscription is carved into the wood, with the Council and the Committee agreeing any wording. The bench should be no longer than 6 foot and needs to be teak. The plan was that in the autumn they will be tidying up the shrub borders, and the bench could then be put into position then, securely fixed to the ground. Councillors supported this suggestion, and it was **AGREED** the Clerk would liaise with the Village Hall regarding this.

PC.435 COMMUNITY DEFIBRILLATORS

Monthly checks on the defibrillators were being completed, however action to link the Moreton defibrillator cabinet to the electricity was still outstanding.

PC.436 REVIEW OF ASSETT REGISTER

Councillors reviewed and **AGREED** the asset register as attached to the agenda. Cllr Darken advised there did used to be a notice board at Little Laver and felt there should still be one at this location. Cllr Stuart advised that notice boards were often not the way people sourced information, and there was some debate about if this was the case then why have any at all. There were differing views as to the use of notice boards, and the associated costs to maintain them. The Clerk said it may be possible to obtain funding for a new notice boards at this location. It was **AGREED** to place this on a future agenda for full consideration.

PC.437 COMMUNITY SPEEDWATCH (CSW)

Reported earlier in the meeting.

PC.438 MORETON VILLAGE GREEN

Councillors were reminded to advise the Clerk of details of any occasions or events that the Moreton Village Green has been used for, so this could be forwarded to EFDC as part of their consideration to designate the area an official village green. It was noted the D-Day Tommy commemoration should be added to that list.

PC.439 RIDE LONDON GRANT FUNDING

It was noted that the Council had been awarded £250 from the Ride London Fund initially to provide information to local residents about the road closures, etc. However, by the time the funding award was received, the fund administrator advised that Ride London flyers had already been sent out to all homes in the parish, and they suggested the funding should be used for other celebratory events. To date the Clerk had not responded, as it was unclear what (if any) such events there would be in the Parish. Councillors discussed this matter and it was **AGREED** to ask Ride London if the funds could be used towards the Cycle Proficiency activities conducted at Moreton School.

PC.440 CLERKS COMMUNICATIONS AND CORRESPONDENCE REPORT

The Clerk reported the following:

- a) ECC, EFDC, EALC and RCCE communications are emailed to Members on a regular basis and where relevant information is included
- b) EFDC Training Day 10th May – Unfortunately no Councillors could attend
- c) Monthly defibrillator checks are now taking place
- d) To note that the Moreton Community Champion will be invited to attend the July meeting, as she was unable to attend this meeting.
- e) Updates on new Councillors have been sent to both Parish Magazines.
- f) Clerk continues to work on review of all planning applications for the last 4 years, to ascertain the impact on the Neighbourhood Plan. This is all part of the Neighbourhood Plan review, and will feature in more detail at the July Meeting. The Clerk confirmed she had received a response from EFDCs Neighbourhood Plan lead advising that there are only two employees in the planning policy department and they had never undertaken a review. The Clerk hoped to liaise further in June.
- g) Email received from Alex Burghart regarding visit with Envar – copy had been emailed to Councillors, and contact email address for any concerns included within email.
- h) Stop Stansted Expansion notification of consultation of possible changes to night flight restrictions – leaflet attached to agenda. Deadline for responses 22nd May. It was agreed the Clerk would respond on behalf of the Council.
- i) King Charles III Portrait received – given to Cllr Collins who would arrange for this to be erected in Moreton Village Hall.

PC.441 PLANNING

- a) **AGREED** responses to planning applications which may not have been responded to before the date of this meeting:

EPF/0699/24	Shielings, Cross Lees Lane, Moreton CM5 0NX	Prior approval for enlargement of the dwelling by an upwards extension on the principle part of the dwelling NO OBJECTION
APPEAL EPF/2285/23 & EPF/2290/23LB App: 3339651 & 3339654	North Wilmore Barn, Workers Road, High Laver, Ongar, CM5 0DZ	Retrospective application for insertion of gable end window on east elevation – Appeal against refusal of both applications. The PC Objected to these applications. For Councillors information, EPF/2470/23 and EPF/2810/23 were both granted on 28 th February 2024. The PC did not object to the two granted applications. NOTED

Councillors noted that since publication of the agenda, the following 5 planning applications had been received. It was **AGREED** the Clerk would contact the applicant to ask if they would be willing for Councillors to visit site to clearly understand what was being proposed. After this time, the Clerk could formulate a response under delegated powers.

EPF/0894/24	North Wilmore Barn, Workers Road, High Laver	Proposed landscaping works - finish to the front driveway only
EPF/0896/24	North Wilmore Barn, Workers Road, High Laver	Revised design of flat roof addition.

EPF/0897/24	North Wilmore Barn, Workers Road, High Laver	Grade II listed building application for revised design of flat roof addition.
EPF/0904/24	North Wilmore Barn, Workers Road, High Laver	Infill an unauthorized door and reinstate a door.
EPF/0909/24	North Wilmore Barn, Workers Road, High Laver	Grade II listed building application to infill an unauthorized door and reinstate a door.

b) **NOTED** the following planning applications below which had been responded to by way of the Clerk's delegated powers following email consultation with Councillors:

EPF/0580/24	Fairways, Harlow Road, High Laver, Ongar, CM5 0DL	Single-storey rear extension in an 'Orangery' style with painted rendered walls incorporating painted timber framing, feature cornice detail, generous expanses of glazing and a flat roof with a centrally positioned pitched glazed feature. NO OBJECTION
EPF/0114/24 & EPF/0112/24	Blake Hall, Stony Lane, Ongar, CM5 0DG	Change of use of existing building to guest accommodation and one residential dwelling, and listed building application for the same. NO OBJECTION
EPF/2817/23	Embleys Farm, Binder Loams Ltd, Fyfield Road, Moreton, Ongar, CM5 0HY	Erection of two additional portal frame dry storage barns. NO OBJECTION
EPF/1466/23	Dorwin House, Harlow Road, High Laver, Ongar, CM5 0DR	Subdivision of Dorwin House site. Conversion of existing ancillary accommodation into separate dwellinghouse.
<p><i>Whilst as a general principle the Parish Council has no objection to this application, it would like to raise the following points for the attention of the officer for which the Parish Council has some concern.</i></p> <ul style="list-style-type: none"> <i>The property boundary lies partly within flood zone 3, and the property itself within flood zone 2. There is no Flood Risk Assessment or supporting information attached to the application relating to the flood risk to the property and how this would be dealt with (in accordance with the EFDC validation requirements).</i> <i>There is no supporting information to detail what the building is currently used for (other than the application form stating ancillary accommodation for the main dwelling), however we have been unable to see where planning permission was granted for the building to be ancillary accommodation to the main dwelling.</i> <i>There was also some concern regarding the suitability of the access for emergency vehicles to the proposed dwelling.</i> 		
EPF/0512/24	Woodlands, School Lane, Magdalen Laver, CM5 0EF	Construction of 2 bay cart lodge at front of site and construction of 1.2m high post and rail fence NO OBJECTION
EPF/0446/24	Land Opposite Moreton Lodge, Pedlars End, Ongar, CM5 0LR	Proposed side extension NO OBJECTION

c) **NOTED** the following planning applications for which EFDC **do not** accept comment:

EPF/0849/24 DRC	Land opposite Moreton Lodge, Pedlars End, Ongar, Essex, CM5 0LR	Application for approval of details reserved by condition 4 'Foul Drainage' on planning permission EPF/2188/23 (Prior approval for the conversion of the ground floor of the building to a studio flat, with storage for the thatching business retained above).
EPF/0777/24 & EPF/0776/24 & EPF/0775/24 Perm Dev	Glenwood, Pedlars End, Moreton, Ongar, CM5 0LW	Certificate of lawful development for a proposed garage outbuilding, proposed outbuilding, and proposed 2 no. rear extensions and roof dormer.
EPF/0496/24 CLD	The Brewhouse, Watery Lane, Little Laver, Harlow, CM17	Certificate of lawful development for existing use of previous garage building converted and in use as a habitable space, to form part of the dwellinghouse. 2m x 2.5m link building with

	ORQ	glass roof connecting the erstwhile garage to the main house. Pergola with polycarbonate roof to east side of dwellinghouse. Timber gates to property on Watery Lane.
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d) **NOTED** the following Planning decision by EFDC:

EPF/1973/23	The Dower House, Harlow Road, High Laver, Ongar, CM5 0DT	Installation of low voltage pole and 2 stays supporting the existing overhead line.	Advice given 14/03/2024 <i>PC had No Objection</i>
EPF/0196/24	High Laver House, Harlow Road, High Laver, Ongar, CM5 0DR	Erection of new Road Entrance Gates	Refused 21/03/2024 <i>PC had No Objection</i>
EPF/2470/23	PHOENIX EPPING HOTEL, EPPING ROAD, , EPPING, CM16 6RZ	Addition of dormers and rooflights with extension to existing stair core to facilitate use of further floor of accommodation to provide 18 new rooms.	Refused 21/03/2024 <i>PC Objected.</i>
EPF/0319/24	Leapers House, Harlow Road, Moreton, Ongar, CM5 0LF	Application for approval of details reserved by condition 3 'Materials' on planning permission EPF/2721/23 (Single storey rear extension and internal alterations)	Approved 21/03/2024 <i>PC not permitted to comment</i>
EPF/0152/24	Croxton, Weald Bridge Road, North Weald Bassett, Epping, CM16 6AU	Application for approval of details reserved by condition 3'Material', condition 5'Cycle Parking', condition 6'Refuse Store', condition 8'Surface Water', condition 10 'Landscaping', condition 11' Ecological value', condition 12'Energy' and condition 13'Co	Approved 27/03/2024 <i>PC not permitted to comment</i>

e) **NOTED** other planning matters:

1. Query raised by a number of local residents regarding barns that were being erected on a field in Newhouse Lane / Gainsthorpe Road. Both the Clerk and Chairman investigated, including visiting site, and two barns were granted permission under EPF/2172/23 on 26th October 2023. This was a Prior Notification application for Agricultural Permitted Development for which the Local Planning Authority is given 28 days to decide if the works accord with the requirements of Permitted Development. As such, Parish Councils are not consulted on these applications. After visiting site, the Clerk felt that there were a number of matters that were not included in the permitted development application, including the access road that was being / has been constructed. The Clerk could not see this was included within the application, and the construction seemed to be more than what would be permitted under permitted development rights. The vehicular access to the field had always been there (confirmed by Google Earth) however was more informal, rural in nature, and without gates. As such this was reported to EFDC Enforcement for investigation. A full copy of the response from EFDC was attached to the agenda, which concluded that they had visited site and saw no enforcement issues, and had subsequently closed the case.
2. Query raised about outbuilding at Chaseside, High Laver.
3. ESS/04/23/EPF/18/2 - Envar Site. Discharge of Reserved Condition for Odour monitoring pursuant to condition 18 of planning permission ref: ESS/04/23/EPF (Continued operation of composting facility without compliance with condition 8 (stockpile heights) attached to permission ref. ESS/09/20/EPF to allow windrow heights to be constructed to a maximum height of 4 metres at Ashlyns Farm, Epping Road, North Weald, Epping, CM16 6RZ.) Condition Discharged – next odour monitoring to take place in June 2024. Copy of full report can be found at <https://planning.essex.gov.uk/Planning/Display/ESS/04/23/EPF/18/2#undefined>

PC.442 APPROVAL OF ACCOUNTS 2023/2024

Councillors **APPROVED** the 2023/2024 Parish Council accounts as attached to the agenda. **PROPOSED** Cllr Stuart, **SECONDED** Cllr Offord. Unanimously **AGREED**.

PC.443 INTERNAL AND EXTERNAL AUDIT

Councillors noted that the Internal Audit would be taking place on Thursday 23rd May. The Internal Audit is required to be completed before the External Audit (Annual Governance and Accountability Return) and as such an Extraordinary meeting of the Council will be required in June to formally approve the return. Councillors **AGREED** this meeting would be held on 18th June at 7.30pm.

PC.444 FINANCIAL MATTERS

- a) Councillors noted that following extensive correspondence with HMRC (both verbal and written), it was established that Employers Allowance had been incorrectly applied to the Parish Councils HMRC obligations for the period April to October 2023. Parish Councils are not eligible for such an allowance. It was unclear how, who or why this had been applied, however it resulted in the Parish Council owing HMRC £378.33. This amount had now been paid to stop any further fines being levied, and Council retrospectively **AGREED** this payment.
- b) Councillors approved the payments below. **PROPOSED** Cllr Crosbie, **SECONDED** Cllr Padfield:

BACS	A Jones	March and April Salary	£1,109.46
BACS	HMRC	March & April PAYE	£ 277.20
BACS	HMRC	Payment Employers Allowance	£ 378.33
BACS	Rural Community Council of Essex	Annual Subscription	£ 59.70 (£9.95 VAT)
BACS	Signs Direct	Banner and 2 kid signs for Moreton School	£525.95 (£87.66 VAT)
BACS	ECC	Professional Services – SAR Request advice 2023	£244.80 (£40.80 VAT)
BACS	EALC	Affiliation Fees 2024/2025	£416.96

- c) Councillors noted the Bank Balances as at 30th April 2024, along with the Bank Reconciliation, which was signed by the Chairman.

PC.445 ITEMS FOR NEXT MEETING

Councillors were asked to advise the Clerk of any future agenda matters at least a week before the next meeting.

PC.446 DATES OF NEXT MEETING

- Tuesday 18th June – EXTRAORDINARY MEETING - AGAR
- Tuesday 9th July – Magdalen Laver Village Hall
- Tuesday 10th September – Moreton Village Hall
- Tuesday 12th November – Moreton Village Hall
- Tuesday 10th December - Christmas lighting and open meeting – Moreton Village Hall

Meeting closed.

Chairman

Date