

CHAPPEL PARISH COUNCIL

MINUTES OF THE MEETING HELD ON WEDNESDAY 13TH JULY 2011 IN THE VILLAGE HALL, AT 7.30 P.M.

IN THE CHAIR: CLLR. S. CHAMLEY.
PRESENT: CLLR. A. LANGLEY, C. BURROWS, H. LEFTLEY, N. INGRAM.
CLERK: MRS. V. BURROWS.
ALSO PRESENT: CLLR. P. CHILLINGWORTH AND CLLR. C. CRACKNELL & H. CRESSWELL.

20TH JULY 2011

11/110: CHAIRMAN'S WELCOME AND APOLOGIES FOR ABSENCE.

Cllr. Chamley welcomed everybody to the meeting. Apologies had been received from Cllrs. Neubauer and Jones from Chappel and County Councillor Anne Brown.

11/111: DECLARATION OF INTERESTS.

To receive any 'personal' or 'personal and prejudicial' interests relating to items on the agenda. Members of the Council are subject to the Local Authorities (Model Code of Conduct) Order 2007 (SI. 2007/1159) (The Revised Code) with the additional non-mandatory section 12(2).

NONE DECLARED.

FULL COUNCIL MEETING WAS SUSPENDED AT 7.34 PM TO ALLOW:

11/112: PUBLIC PARTICIPATION SESSION WITH RESPECT TO ITEMS ON THE AGENDA AND OTHER MATTERS THAT ARE OF MUTUAL INTEREST.

None.

11/113: WARD / COUNTY COUNCILLORS TO ADDRESS THE MEMBERS IF PRESENT

Cllr. Peter Chillingworth reported:

- ❖ S106 Money: It was noted that the Parish Council were eligible for some S106 Money from the Turners, Bacons Lane Planning application. Council agreed to identify a project and submit a request via Cllr. Chillingworth. There was no deadline as to when the money had to be spent.
- ❖ Jobs Club: It was reported that unfortunately the Jobs Club had had to close due to lack of support, however if anybody needed the service some clubs were still running in the Colchester area.
- ❖ Waste Collection: It was noted that some residents in Chappel had had a change in waste collection day.
- ❖ Colchester Youth Awards 2011: It was noted that the Youth Awards for Colchester were currently under way and Cllr. Chillingworth would send through some information, which could be displayed in the notice board and website.

Cllr. Leftley asked Cllr. Chillingworth if he had any information on the High Street and adjacent Streets closure to traffic between 8am – 6pm, the area was supposedly only going to be open for pedestrians during the stated hours. Cllr. Chillingworth advised he was not aware of anything but if he could find out further information he would e-mail the Clerk.

Cllr. Chamley asked the members if they were happy to pull Agenda item No: 11/120 Diamond Jubilee June 2012 forward as Cllrs. Cracknell & Hounslow Cresswell had attended for this item.

11/052: RESOLVED THAT AGENDA ITEM 11/120 BE MOVED FORWARD.

11/120: DIAMOND JUBILEE JUNE 2012- UPDATE

Cllr. Cracknell from Wakes Colne Parish Council presented this item and updated Chappel Members on the situation with the Diamond Jubilee. It was noted that a sub-committee had been set up from Wakes Colne and any member(s) of Chappel Parish Council were invited to join. No member(s) from Chappel agreed to join although Cllr. Chamley offered to help out where necessary. Cllr. Cracknell advised that she would bring further information to the Fete on Saturday 23rd July and then report back in October through the Clerk.

THE MEETING WAS RE-OPENED AT 7.50PM

11/114: MINUTES OF THE LAST MEETING.

Draft minutes of the meeting held on the 8th June 2011 had been circulated prior to the meeting. All agreed that these were a true record of the meeting.

11/053: RESOLVED THAT THE DRAFT MINUTES OF THE MEETING HELD ON THE 8TH JUNE 2011 ARE ACCEPTED AS BEING A TRUE RECORD OF THE MEETING.

PROPOSED: CLLR. LANGLEY. SECONDED: CLLR. LEFTLEY. FOR: ALL. ABSTAIN: 0.

11/115: CHAIRMAN'S BRIEFING.

Chairman's Briefing: Cllr. Chamley delivered a concise report on matters arising from the previous month's minutes. It was also noted that the Clerk had sent through a note on the recently publicised Government White Paper proposing major devolution of services to parish councils and Cllr. Chamley agreed to forward the link for all to read. Finally it was noted that all should be vigilant in light of the Dale Farm (near Cray's Hill, Basildon) traveller eviction.

11/116: CORRESPONDENCE.

All mail received was on public display and the Clerk had e-mailed information throughout the month.

11/117 FINANCE & EXPENDITURE.

- 1) Financial Statement for July: Cheques/DD payments to be approved for payment and signed (See payment schedule). The six invoices and Clerks Salary information were passed around for all Councillors to have a look at.

11/054: RESOLVED THAT AFTER FURTHER CONSIDERATION THE EIGHT CHEQUES DETAILED ON THE PAYMENT SCHEDULE BE AUTHORISED FOR PAYMENT.

PROPOSED: CLLR. LANGLEY. SECONDED: CLLR. CHAMLEY. FOR: ALL.

- 2) Monthly Budget Statement and High Interest Breakdown: It was noted that several areas of the budget were running higher than hoped for the time of year. The Clerk presented the High Interest Account Breakdown and it was suggested that this be re-looked at in October after the first six months of the year had been completed. It was noted that the 'High Interest Account' held at Barclays was not really a 'high interest' account and the Clerk was asked to contact Barclays and find out what other options were available to the Parish Council.

11/118: PLANNING MATTERS:

- 1) **APPLICATION NO: 111209.** ELM COTTAGE, SPRING GARDENS ROAD, CHAPPEL, CO6 2DW VARIATION OF CONDITION 4 OF PERMISSION 110362. After brief discussion members recommended that, the council should support this application.

11/055: RESOLVED THAT COUNCIL COULD SEE NO OBJECTION WITH APPLICATION NO: 111209 AND THE CLERK WAS INSTRUCTED TO SEND COMMENTS TO COLCHESTER BOROUGH COUNCIL PLANNING DEPARTMENT STATING THAT THEY HAD NO CONCERNS BEYOND WISHING THAT ANY NEIGHBOUR WAS ALSO CONTENT WITH THE PROPOSAL.

PROPOSED: CLLR. BURROWS. SECONDED: CLLR. INGRAM. FOR: ALL.

11/119: QUESTIONS.

No questions were received.

11/120: DIAMOND JUBILEE JUNE 2012.

This item had been moved forward for discussion earlier in the meeting.

11/121: RECONNECTION OF THE LIGHT IN THE STREET – UPDATE.

The Clerk advised that she had sent all the information to Andy Bouttell (the Lighting Contractor) and she was waiting to hear back. It was noted that usually UK Power Networks required payment up front so it was agreed to authorise a cheque to be signed during the summer recess if required.

11/056: RESOLVED THAT THE COUNCIL COULD RAISE A CHEQUE FOR THE LIGHT TO BE RE-CONNECTED OVER THE SUMMER RECESS IF REQUIRED.

PROPOSED: CLLR. CHAMLEY. SECONDED: CLLR. INGRAM. FOR: ALL.

11/122: ALLOTMENT AGREEMENT – RE: WORDING OF AGREEMENT BEFORE INVOICES ARE RAISED FOR 2012.

It was noted that several Councillors were un-happy with the state of some of the Allotments. It was discussed that a yearly meeting to coincide with sending out the invoices should be arranged and a sub-committee of Cllrs. Langley and Leftley was set up to deal with this. It was also discussed that a letter advising of the meeting should be sent out as soon as possible.

11/123: ROSPA REPORT – INSPECTION REPORT UPDATE.

Cllr. Langley gave a brief but concise update on the recently received RoSPA Report for the Play Area. It was noted that all equipment was in good working order and that the Council had no repair work to carry out. It was suggested that a spreadsheet be set up to monitor the equipment on a weekly basis, as a log should be kept to check the equipment for any faults.

11/124: PROLUDIC FITNESS TRAIL – UPDATE.

Cllr. Ingram gave an excellent presentation on the proposal for a Fitness Trail to be installed on the Sports Field. Four quotes were obtained for the fitness trail and following a discussion it was agreed that Council accept the proposal from Proludic for option 1.

11/057: RESOLVED THAT THE COUNCIL ACCEPT THE PROPOSAL FROM PROLUDIC (OPTION 1 WITH A COUPLE OF CHANGES) TO INSTALL A FITNESS TRAIL ON THE SPORTS FIELD.

PROPOSED: CLLR. INGRAM. SECONDED: CLLR. CHAMLEY. FOR: 4. ABSTAIN: 1

11/058: RESOLVED THAT FOLLOWING COUNCIL'S ACCEPTANCE OF CLLR. INGRAM'S PROPOSAL TO INSTALL A FITNESS TRAIL ON THE SPORTS FIELD THE COUNCIL DONATE £2500 TOWARDS THE COST OF THE PROJECT .

PROPOSED: CLLR. INGRAM. SECONDED: CLLR. CHAMLEY. FOR: 4. ABSTAIN: 1

11/125: SEATS ON THE PARISH FIELD.

It was noted that the seats needed to be installed on the Parish Field. Cllr. Chamley asked if this could be done by a small group of Councillors or whether a company needed to be employed. It was agreed that for the cost of the materials and three or four Councillors own time it could be done relatively cheaply. Cllr. Chamley agreed to set up a date for this project.

11/126: RISK ASSESSMENT 2011 – 2012 – UPDATE.

Cllr. Chamley advised that the risk assessment needed looking at and updated for the current year 2011 – 2012. It was agreed that the Clerk and Chairman look at the document and bring back to Council in September for approval.

11/127: VILLAGE RANGER – CONTRACT OF SERVICES, HEALTH & SAFETY AND EQUAL OPPORTUNITY POLICIES TO BE REVIEWED AND AGREED.

Cllr. Chamley presented this item and all Councillors had copies of the contracts for approval. It was agreed that subject to the discussed changes (contract start date and agreed hours) all three documents were approved and ready to be issued to Mr. S. Hodge.

11/059: RESOLVED THAT COUNCIL ADOPT THE CONTRACT OF SERVICES, HEALTH & SAFETY AND EQUAL OPPORTUNITY POLICIES TO BE ISSUED TO MR. S. HODGE.

PROPOSED: CLLR. CHAMLEY. SECONDED: CLLR. BURROWS. FOR: ALL

11/128: NEW CONTRACT OF SERVICES FOR GUILDHALL SERVICES TO BE AGREED.

Cllr. Neubauer had spoken to Cllr. Chamley regarding the Contract of Services for Guildhall Services and it had been suggested that the tender documents were attached to the Contract of Services and submitted to Guildhall Services as soon as possible. Cllr. Chamley agreed to action this as soon as possible.

11/060: RESOLVED THAT COUNCIL ADOPT THE CONTRACT OF SERVICES FOR GUILDHALL SERVICES AND ATTACHED THE TENDER DOCUMENTS AND ISSUE AS SOON AS POSSIBLE.

PROPOSED: CLLR. CHAMLEY. SECONDED: CLLR. LANGLEY. FOR: ALL

11/129: PROPOSAL TO SET UP A PLANNING COMMITTEE TO DEAL WITH A PROSPECTIVE PLANNING APPLICATION FOR VERNONS ROAD BEFORE THE SEPTEMBER MEETING, AS PER AN E-MAIL RECEIVED FROM PLANNING DEPARTMENT AT COLCHESTER BOROUGH COUNCIL.

It was suggested that a planning sub-committee was set up to look at the Vernons Road Planning application should it be validated. The sub-committee of Cllrs. Chamley, Jones, Neubauer and Burrows was agreed .

11/061: RESOLVED THAT A PLANNING SUB-COMMITTEE COMPRISING OF CLLRS. CHAMLEY, JONES, NEUBAUER AND BURROWS. BE SET UP TO DEAL WITH THE VERNONS ROAD PLANNING APPLICATION AND ANY OTHER PLANNING APPLICATION SUBMITTED PRIOR TO THE NEXT MEETING IN SEPTEMBER.

PROPOSED: CLLR. CHAMLEY. SECONDED: CLLR. BURROWS. FOR: ALL.

11/130: NEXT AGENDA ITEMS.

No items were suggested apart from what was requested throughout the meeting.

Our Chairperson Cllr. Chamley thanked everyone for attending and the meeting closed at 10.02 p.m.