

CHAPPEL PARISH COUNCIL

MINUTES OF THE MEETING HELD ON WEDNESDAY 14TH SEPTEMBER 2011 IN THE VILLAGE HALL, AT 7.30 P.M.

IN THE CHAIR: CLLR. N. NEUBAUER.
PRESENT: CLLRS. A. LANGLEY, C. BURROWS, H. LEFTLEY, N. INGRAM & R. JONES
CLERK: MRS. V. BURROWS.
ALSO PRESENT: CLLRS. A. HANNINGTON, S. HOUNSLOW & S. STRATFORD (WAKES COLNE
PARISH COUNCIL), CLLR. A. BROWN AND FOURTEEN MEMBERS OF THE PUBLIC

26TH SEPTEMBER 2011

11/131: CHAIRMAN'S WELCOME AND APOLOGIES FOR ABSENCE.

Cllr. Neubauer welcomed everybody to the meeting and apologised for the late start (7.33pm). Apologies had been received from Cllr. Chamley & Cllr. Chillingworth.

11/132: 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 7.37 PM TO ALLOW:

11/133: PUBLIC PARTICIPATION SESSION WITH RESPECT TO ITEMS ON THE AGENDA AND OTHER MATTERS THAT ARE OF MUTUAL INTEREST.

It was noted that the majority of the public present were attending the meeting to speak on the agenda item 11/140 Planning Application No: 111335 and 11/142 Public Meeting Update. Cllr. Neubauer opened up the meeting. A gentleman called Mark Cole proposed that Chappel Parish Council join with Wakes Colne Parish Council to hold a Parish Meeting to discuss and vote on a motion to hold a Parish Poll on the following question: do you support planning application 111335 for a traveller gypsy encampment at Orchard Place Chappel Yes or No? The public gallery took a vote and 13 members supported Mark Cole's proposal. The following was noted:

- ❖ Parish Poll's are not binding and the Borough Council are not legally obliged to take the results into consideration
- ❖ The cost of the Parish Poll is paid for by the Parish Council
- ❖ There are several other ways to show strength of feeling in the local area.
- ❖ The question being asked of the Parish Council is if a Parish Poll is agreed upon, it has to legally, be a 'Parish affair'.

Two members of Wakes Colne Parish Council attended the meeting to speak about the East Anglian Railway Museum, Agenda item 11/143 and 11/140 item 3. It was noted that Wakes Colne Parish Council had contacted the enforcement department at Colchester Borough Council regarding the previous application and that there was a couple of issues on the new application. The members agreed to re-look at the application and send comments through to the Clerk to respond prior the end of the consultation period.

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11/134: WARD / COUNTY COUNCILLORS TO ADDRESS THE MEMBERS IF PRESENT

Due to the length of time the Public Forum ran for no Ward or County Councillors addressed the members.

THE MEETING WAS RE-OPENED AT 8.51PM

11/135: MINUTES OF THE LAST MEETING.

Draft minutes of the meeting held on the 13th July 2011 had been circulated prior to the meeting. All agreed that these were a true record of the meeting with one correction: Page 1 near the bottom..... "Members if they were happy to pull Agenda item No: 11/120 Diamond Jubilee June 2012 forward as Cllrs. Cracknell & ~~Hounslow~~ Cresswell had..... the Clerk had put in Hounslow and it should have Cresswell.

11/062: RESOLVED THAT THE DRAFT MINUTES OF THE MEETING HELD ON THE 13TH JULY 2011 ARE ACCEPTED AS BEING A TRUE RECORD OF THE MEETING WITH THE ABOVE CORRECTION.

PROPOSED: CLLR. LANGLEY. SECONDED: CLLR. INGRAM. FOR: 4. ABSTAIN: 2.

11/136: MINUTES OF THE ANNUAL PARISH ASSEMBLY HELD ON 25TH MAY 2011.

Draft minutes of the meeting held on the 25th May 2011 had been circulated prior to the meeting. All agreed that these were a true record of the meeting.

11/063: RESOLVED THAT THE DRAFT MINUTES OF THE MEETING HELD ON THE 25TH MAY 2011 ARE ACCEPTED AS BEING A TRUE RECORD OF THE MEETING.

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

11/137: CHAIRMAN'S BRIEFING.

The Clerk advised that the Annual Audit had been received back from the Audit Commission with no action's to be done. It was noted that it needed to be advertised prior to the 30th September and that it would be on the Agenda for October to be officially signed off. The members spoke about the Grass Cutting and the Clerk was asked to write to the Contractor enclosing the contract and asking for further information on the invoice as per the tender documents.

11/138: CORRESPONDENCE.

All mail received was on public display and the Clerk had e-mailed information throughout the month. Cllr. Neubauer advised that a letter had been received regarding the footpaths but it was believed that all of the issues had been addressed. Cllr. Ingram was continually maintaining the footpaths, it was on-going job.

11/139 FINANCE & EXPENDITURE.

- 1) Financial Statement for September: 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.

11/064: RESOLVED THAT AFTER FURTHER CONSIDERATION THE FIVE CHEQUES DETAILED ON THE PAYMENT SCHEDULE BE AUTHORISED FOR PAYMENT.

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

- 2) Monthly Budget Statement and Interest Breakdown: It was noted that several areas of the budget were running higher than hoped for the time of year, this was mainly due to Orchard Place and several increases in costs in other areas of the budget.
- 3) Correspondence regarding the Revenue Support Grant 2012 – 2013 from Colchester Borough Council & other local Councils. The Clerk advised that several meetings had taken place and a letter had been received regarding the Revenue Support Grant for next financial year. It was noted that for 2013 / 2014 a new system would be in place however for next year it was hoped that the 50% grant would remain in place.

11/140: PLANNING MATTERS:

- 1) **APPLICATION NO:** 111433 & 111473. BROOK HALL BARN, CHAPPEL HILL, CHAPPEL, COLCHESTER, COLCHESTER, CO6 2DX. LISTED BUILDING APPLICATION & HOUSEHOLD APPLICATION FOR ERECTION OF SINGLE STOREY AND FIRST FLOOR EXTENSIONS. VARIOUS INTERNAL ALTERATIONS. NEW AND REPLACEMENT FENESTRATION.

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11/065: RESOLVED THAT COUNCIL COULD SEE NO OBJECTION WITH APPLICATION NO: 111433 & 111473 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. JONES. SECONDED: CLLR. BURROWS. FOR: ALL.

- 2) **APPLICATION NO: 111335:** ORCHARD PLACE, VERNONS ROAD, CHAPPEL, COLCHESTER, COLCHESTER. CHANGE OF USE OF LAND TO FORM 3 PITCHES FOR GYPSY/TRAVELLER CARAVANS AND THE ERECTION OF ASSOCIATED UTILITY SHEDS AND BOUNDARY FENCING PLANTING. This item had been discussed at length in the public forum and as comments were not due to the Planning Department until the October Meeting it was requested that this be on the Agenda next month.
- 1) **APPLICATION NO: 111568.** CHAPPEL & WAKES COLNE STATION, STATION ROAD, WAKES COLNE, COLCHESTER, COLCHESTER, CO6 2DS. EXTENSION OF PLANNING PERMISSION REF F/COL/05/0942 FROM 31 MARCH 2013 UNTIL 31 MARCH 2021 AND FOR RETENTION OF DEMOUNTABLE BUILDINGS 1 AND 2. CONSTRUCTION OF MOCK PLATFORM 5/6. This application had also been discussed at length in the public forum and it was noted that the Clerk would send comments once the information from Wakes Colne was received.

11/066: RESOLVED THAT COUNCIL AUTHORISE THE PLANNING SUB-COMMITTEE TO SEND COMMENTS TO THE CLERK TO SUBMIT ON BEHALF OF THE PARISH COUNCIL REGARDING APPLICATION NO: 111568

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

11/141: QUESTIONS.

No questions were received.

11/142: PUBLIC MEETING UPDATE 31ST AUGUST RE: PLANNING APPLICATION NO: 111335, ORCHARD PLACE, VERNONS ROAD. REFERENDUM AND PETITION UPDATE.

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

11/143: EARM – DISCHARGE NOTICES AND LETTER SENT FROM WAKES COLNE PARISH COUNCIL

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

11/144: REMEMBRANCE DAY – WREATH - DONATIONS PLEASE

Cllr. Neubauer gave brief details about Remembrance Day regarding information received from Wakes Colne and it was agreed that Chappel Parish Council would have their own Wreath. The Clerk agreed to let Cllr. Neubauer have the details.

11/067: RESOLVED THAT THE CHAPPEL PARISH COUNCIL WOULD HAVE THEIR OWN WREATH ON REMEMBRANCE DAY AND BE PART OF THE CELEBRATION.

PROPOSED: CLLR. NEUBAUER. SECONDED: CLLR. LEFTLEY. FOR: ALL.

11/145: CHAPPEL & WAKES COLNE CRICKET CLUB - DEVELOPMENT OF TOP FIELD. REQUEST FOR A LETTER OF SUPPORT REGARDING GRANT FUNDING.

Cllr. Neubauer gave brief details regarding the funding opportunity for The Cricket Club and all agreed a letter of support should be sent as it was an excellent opportunity for the youth in the Villages.

11/146: NEW AND EXISTING COUNCILLOR TRAINING NOVEMBER 8TH COLNE ENGAINE VILLAGE HALL. TIME TBC

The Clerk advised that training had been organised for new Councillors and it would be in Colne Engaine Village Hall on November 8th 2011. Cllrs. Jones, Burrows & Leftley wanted to attend and the Clerk agreed to send out further details near the time. The approximate cost was estimated at £30 depending on how many Councillors wanted to attend.

11/147: THE RIVER COLNE COUNTRYSIDE TRUST – DOCUMENTS FOR CONSIDERATION.

Cllr. Neubauer advised the members of the Trust and its aims. It was noted that the River Colne was an important part of the Village and that the Parish Council should support the Trust. The Clerk was asked to write to Mr Rees confirming the Parish Councils support and advising that Cllr. Langley would attend on the Councils behalf.

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11/148: 2011 / 2012 WINTER SALT BAG SCHEME – PARISH COUNCIL PARTICIPATION.

The Clerk presented the information to Council regarding the scheme. After further discussion, it was noted that the Council should participate and the Clerk was asked to send back the form as soon as possible. The delivery address was as confirmed as Cllr. Neubauer house on Colchester Road.

11/149: ALLOTMENT LETTER UPDATE

Cllr. Langley advised that a letter was ready to go to the Allotment Holders and the members were happy for a meeting to be organised. Cllr. Langley agreed to e-mail the template to the Clerk who would then organise the letters to be posted.

11/150: PROLUDIC FITNESS TRAIL – UPDATE.

Cllr. Ingram advised that he had the quote reduced to £20,000 and that he would start looking at the Grant funding opportunities. It was noted that perhaps the S106 money from Turners at Bacons Lane could be put towards the project.

11/151: WOODLAND TRUST

It was noted that the trees had been ordered and were due to be delivered in November. Cllr. Jones suggested that we organise a planting day, however prior to that we would need to organise the purchase of some spirals and stakes. It was suggested that this be on the agenda for next month to discuss the quote.

11/152: NEXT AGENDA ITEMS.

Letter to Wakes Colne Re: Request for a Contribution for the Play Area
Annual Audit
Risk Assessment

Our Chairperson Cllr. Neubauer thanked everyone for attending and the meeting closed at 9.55p.m.

Signed:.....

Chairperson of the Parish Council

Date: 12th October 2011