

# CHAPPEL PARISH COUNCIL

## MINUTES OF THE MEETING HELD ON WEDNESDAY 8<sup>TH</sup> DECEMBER 2010 IN THE VILLAGE HALL, AT 7.30 P.M.

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IN THE CHAIR:            **CLLR. MRS. S. CHAMLEY.**  
PRESENT:                **CLLRS. MR. A. LANGLEY, MR. P. NEUBAUER, MR. C. CORDINGLEY AND  
                              MRS. H. LEFTLEY.**  
CLERK:                 **MRS. V. BURROWS.**  
ALSO PRESENT:        **CLLR. P. CHILLINGWORTH.**  
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**10/157:            Welcome and Apologies for Absence.**

Cllr. Chamley welcomed everybody to the meeting. Apologies had been received from Cllr. Belcham and Cllr. Jones.

**THE FORMAL COUNCIL MEETING WAS SUSPENDED AT 7.32 P.M. TO ALLOW:**

**10/158:            Public Forum.**

No members of the public were present.

**10/159:            Colchester Borough Council Councillor.**

Cllr. Chillingworth reported on the following issues:

- ❖ The General Support Grant which had been 'called in' for further discussion had not changed the outcome. It was still agreed that all Parish and Town Councils in Colchester would receive half the normal grant.
- ❖ Turners Planning Application in Bacons Lane. Cllr. Chillingworth advised that planning could not find a valid reason to turn down this application. It was appreciated that some local residents and the Parish Council had lodged objections however, permission had been granted.
- ❖ Cllr. Chillingworth advised that Colchester Borough would come out to the Parishes and discuss the Census at length if we requested.
- ❖ Planning Seminars. Cllr. Chillingworth spoke about the updates in the Planning system and he explained that if requested the Planning Department would come and give the Parish Council further training.
- ❖ It was reported that the Courier would cease in its current form and become an on-line publication from 2011.
- ❖ Winter Services. Cllr. Chillingworth advised that we should have received some information on snow clearing and winter gritting.

Cllr. Chamley asked a question, as to why the car parks in Colchester had increased their prices. Cllr. Chillingworth was unsure but it had come into effect over the last few weeks.

**THE FORMAL COUNCIL MEETING WAS RE-OPENED AT 7.50 P.M. TO ALLOW:**

**10/160:            Declarations of Interests.**

Cllr. Cordingley   Personal Interest    Agenda Item   10/164   No: 3   Church Grant Request 2010 / 2011 & 2011 / 2012.

**10/161: Confirmation of Minutes – meeting held 10<sup>th</sup> November 2010.**

Cllr. Neubauer asked that the minutes be changed to read that he was **not** present at the meeting and Cllr. Langley asked also that it be changed to read that he **was** present at the meeting.

**Resolution: 10/052. That the draft minutes that had been circulated prior to the meeting be approved as per the above amendment as being a true record of the meeting held on 10<sup>th</sup> November 2010.**

**Proposed: Cllr. Leftley. Seconded: Cllr. Cordingley. For: 4. Abstain: 1.**

**10/162: Chairman's Briefing.**

This month Cllr. Chamley had not circulated a briefing as there was very little to report. However, she did deliver a short verbal report on matters arising from the previous months minutes:

- ❖ Opening of the footbridge. This went extremely well and Cllr. Chillingworth cut the ribbon, although the weather was not very kind the event had quite a large turnout.
- ❖ Allotments. This was now getting sorted and Cllr. Neubauer had been in touch with Anglian Water and hopefully it should get sorted once we have the compliance certificate. It was requested that this would be on the agenda for January.
- ❖ Village Green. Cllr. Chamley reported that she had briefly spoke to Anne Brown and that this needed to be on the Agenda for January.

**10/163: Correspondence.**

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

**10/164: Financial Matters.**

- 1) **Funds Received:** £78 from Wakes Colne Parish Council for the subs for the SLCC.
- 2) **Village Hall Grant Request 2010 / 2011 & 2011 / 2012.** It was discussed that £500 had been put aside in the precept for the Village Hall for the current year. It was agreed that Cllr. Chamley would write to Mandy Sexton advising that money was available should they request it.

**Resolution: 10/053. That Cllr. Chamley would write to the Village Hall to advise that the Parish Council had set aside money in the precept for the current year should they wish to apply for it.**

**Proposed: Cllr. Leftley. Seconded: Cllr. Chamley. For: All.**

- 3) **Church Grant Request 2010 / 2011 & 2011 / 2012.** It was agreed that the Church Grant for this year would be paid as it had been budgeted for. For 2011 / 2012 it was agreed that any requests would be considered and that if approved the money would be paid out of the High Interest account

**Resolution: 10/054. That the Church Grant be paid immediately for 2010 / 2011 and that the request for next year would be considered and if approved be paid out of the High Interest Account.**

**Proposed: Cllr. Langley. Seconded: Cllr. Leftley. For: 4. Abstain: 1.**

- 4) **Six invoices were for consideration:**

V Burrows: Clerk's salary & expenses at agreed rate, 27 hrs worked from 5<sup>th</sup> Nov to 3<sup>rd</sup> Dec.  
Village Ranger: 17 hours at usual rate for September.  
CBC Electricity: £211.89 for 1<sup>st</sup> and 2<sup>nd</sup> quarters  
Guildhall: 1 x Invoice £79.90 Grass Cutting.  
Village Hall: 1 x Invoice for rent £115.00.  
Church Grant: £500 for 2010 /2011.

**Resolution: 10/055. That all of the invoices as detailed above be approved for immediate payment.**

**Proposed: Cllr. Neubauer. Seconded: Cllr. Chamley. For: All.**

- 5) **Revenue Grant Update:** A letter had finally been received confirming that Chappel Parish Council would receive 50% of last years' grant.

- 6) **Budget 2011 / 2012.** It was discussed that the revenue received for the Allotments needed to be included in the budget as income. This would be offset against the costs for the allotments i.e the water and maintenance items. In addition it was agreed that any donation requests would be met next year from the high interest account in a bid to keep the precept at a level where no

increases were necessary as per the agreement at last month's meeting. Cllr. Chamley asked for a motion to propose that the budget that was set out in front of the members be agreed.

**Resolution: 10/056. That after further consideration the budget / precept for 2011 /2012 set out in front of the members of Chappel Parish Council will be submitted to Colchester Borough Council at the correct time.**

**Proposed: Cllr. Leftley. Seconded: Cllr. Langley. For: All.**

**10/165: Planning Matters.**

Application No: 101539. Adjacent to The Acacias, Bacons Lane, Chappel, Colchester, CO6 2EB.  
Permission Granted.

**10/166: Member's Questions.**

No questions were received.

**TO RECEIVE THE FOLLOWING REPORTS FROM COUNCILLORS / CLERK:**

**10/167: Employed Clerk.**

The employment contract had been checked over by the SLCC's legal team and the amendments of which there were only a few noted, were changed and then the contract was re-sent out to all members of the Council to look at prior to the meeting. Cllr. Chamley asked if anybody had any issues and nothing had been brought to her attention. After further discussion it was agreed that any costs incurred could be shared with Wakes Colne Parish Council as they were also employing Mrs. Burrows as Clerk for Wakes Colne. Cllr. Chamley asked for a motion to propose that Chappel Parish Council employ Mrs. Valerie Burrows as Clerk and Responsible Financial Officer (RFO) to the Council as per the agreed employment contract from the 1<sup>st</sup> January 2011.

**Resolution: 10/057. That after further consideration Chappel Parish Council employ Mrs. Valerie Burrows as Clerk and RFO as per the agreed Employment Contract from the 1<sup>st</sup> January 2011.**

**Proposed: Cllr. Neubauer. Seconded: Cllr. Leftley. For: All.**

**10/168: Lighting in Chappel –Update.**

The Clerk had contacted CBC & E-On during the month to get further information regarding the lights. E.On had advised that ordering electricity in bulk enables you to get better discount and therefore it was thought that Chappel Parish Council would not be able to buy enough electricity to warrant a good discount. Cllr. Chamley asked for a motion to propose that we do not pursue this item further at the current time.

**Resolution: 10/058. that after further consideration the Street Lighting Costs item be shelved at the current time.**

**Proposed: Cllr. Langley. Seconded: Cllr. Cordingley. For: All.**

**10/169: Future Agenda Items / Speaker.**

Allotments  
Bridge opening  
Grass Cutting

The meeting closed at 9.37 p.m.  
Date of next meeting – 12<sup>th</sup> January 2011

**Signed Chairman:**

**Date: 12<sup>th</sup> January 2011**