

CHAPPEL PARISH COUNCIL

MINUTES OF THE MEETING HELD ON WEDNESDAY 14th April 2010 IN THE VILLAGE HALL, CHAPPEL AT 7.30 P.M.

In the Chair: Cllr. Mrs. S. Chamley.
Present: Cllrs. Mr. R. Belcham, Mr. C. Cordingley, Mr. A. Langley,
Mr. P. Neubauer, Mr. N. Ingram and Mrs. H. Leftley.
Clerk: Mrs. V. Burrows.
Also Present: Cllr. Peter Chillingworth and three members of the public.

10/047: Welcome and Apologies for Absence.

The Chairman welcomed those present to the meeting

The formal Council Meeting was suspended to allow:

10/048: Public Forum.

A member of the public expressed concern over the parking of two cars on the Village Green. They explained that three cars were involved, two are left on the Village Green for 12 hours and all the occupants of all the cars then drive off in the third car. It would seem that they are using the Village Green as a 'free car park'. It was agreed that the Parish Council would contact the landowner, as it is private property, also the new headmistress to ask if cars can be considerate when parking in The Street and the Village Green when visiting the school.

Cllr. Chamley read out several questions that had been asked by a parishioner that could not attend the meeting, the questions were as follows:

- 1 Please could the Council give me a due date for water on the allotments?
 - 1.a What date was the application/funds sent to Anglian Water?
 - 1.b What is their anticipated date to start works?

I am happy to take this on and chase AW if Peter is busy (I obviously have a vested interest!!) if he will pass on reference numbers contact names numbers etc

2. Now the bus shelter has been reinstated has the crazy situation of Chappel insuring it but it remaining the property of Wakes Colne been resolved?
3. Any news on progress regarding the path from the footbridge to the rear entrance of the school?
4. (Last one promise!) I haven't seen any community speed camera activity has this fallen by the wayside?

Cllr. Chamley addressed all the questions and agreed to respond directly via e-mail a copy of which is attached to the minutes.

10/049: Colchester Borough Council Councillor.

Cllr. Peter Chillingworth spoke briefly about the forthcoming elections and voting but other than that, had nothing further to report:

The formal Council Meeting continued at 8.00 p.m.

Chairman's Signature

10/050: Declarations of Interests.

None

10/051: Confirmation of Minutes – meeting held 10th March 2010.

Resolution: 10/015. That the draft minutes that had been circulated prior to the meeting be approved as being a true record of the meeting held on 10th March 2010.

Proposed: Cllr. Belcham. Seconded: Cllr. Leftley. For: 6. Abstain: 1.

10/052: Chairman's Briefing.

The Chairman had again this month circulated the briefing on e-mail prior to the meeting: No further clarification was needed by the Council on the briefing (a copy of which is attached to the minutes). The Chairman delivered further updates on the Vernons Road, the highways meeting and Community Speed Watch.

10/053: Correspondence.

All mail received was on public display. Cllr. Chamley explained that more and more correspondence was coming through on e-mail and if everybody is happy, the Clerk will continue to send it for everybody's attention.

10/054: Financial Matters.

1) The Clerk spoke briefly about the finances advising of the account balances. She confirmed that no money had been received since last month.

2) Four invoices were for consideration:

V Burrows: Clerks salary at agreed rate & monthly expenses.

Village Ranger: for 17 hours worked in February at the usual rate.

CBC: £105.94 for the 3rd Qtr Electricity Charge.

Guildhall Services £218.50 for Grass Cutting in 2009

Resolution: 10/016. That the four invoices as detailed above be approved for immediate payment.

Proposed: Cllr. Ingram. Seconded: Cllr. Belcham. For: All.

3) Final Accounts for sign off 2009 / 2010.

The Clerk presented the Year End Accounts for 2009 / 2010 in full and explained all the figures. All members of the Council were happy with the format and agreed that all was in order. The Clerk explained that Chappel Parish Council had been selected at random for a 5% intermediate audit which entailed sending more information to the Audit Commission. Extra information required was centred on the asset register and the insurance documents, as well as the Standing Orders and Financial Regulations. Although all these documents are in place, they need updating and adopting at the next meeting.

Resolution: 10/017. That the final accounts and all the audit information be sent to the internal auditor as soon as possible

Proposed: Cllr. Langley. Seconded: Cllr. Belcham. For: All.

10/055: Planning Matters.

1) Application No: .100626. Primrose Cottage, The Street, Chappel, Colchester, CO6 2D. Demolition of existing single storey rear extension and construction of new 2 storey rear extension. Discussion about this planning application was centred around the following issues: Over development of the site, Chappel's conservation area, the proposed site is near the school, Access and parking is very limited, The Street is a very congested area

Resolution: 10/018. That the Clerk sends comments to Colchester Borough Council on behalf of the Parish Council expressing the concerns that arose at the meeting and objecting strongly to the application.

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

10/056: Member's Questions.

No questions were received.

To receive the following Reports from Councillors / Clerk:

10/057: Car Parking on the Village Green.

See the notes in the Public Forum.

10/058: CIF Meeting and Funding 31st March 2010.

Cllr. Chamley gave a concise account of the meeting and explained as per the Chairman's Briefing that the Village Hall Committee had been awarded £4,500 towards the refurbishment of the Village Hall. In addition, Chappel Parish Council had been awarded £1,000 towards the Anglian Water bill for the installation of the water on the allotment site, however the cost of installing the water on site was £1604.25. Cllr Chamley asked if the Council would consider making up the shortfall from the Parish Reserve Account so the water could be installed as soon as possible.

Resolution: 10/019. That the Council make up the shortfall of £604.25 to pay the Anglian Water Bill as soon as possible after the grant money has been received

Proposed: Cllr. Chamley. Seconded: Cllr. Belcham. For: All.

10/059: New Standing Orders

It was discussed that all Councillors had received a copy of the draft Standing Orders but required more time to read them. It was agreed that this item should be on the agenda for next month along with the Financial Regulations,

10/060: CiLCA Training for the Clerk - Presentation.

The Clerk gave a brief overview of the presentation which included costs and timings (copy attached to the minutes) of the course. All agreed that this would be money well spent to have a qualified Clerk and in time be able to achieve Quality Status.

Resolution: 10/021. That Chappel Parish Council supports the Clerk in achieving her CiLCA Qualification starting in May 2010.

Proposed: Cllr. Neubauer. Seconded: Cllr. Langley. For: All.

10/061: Next Agenda Items / Speaker.

Village Green, Bollards, Land Swop.

Recovery of VAT quarterly for the next financial year.

Village Fete.

Asset Register

Audit Commission Annual Return sign off

Insurance

Standing Orders

Financial Regulations

The meeting closed at 9.45 p.m.

Date of next meeting – 12th May 2010.

Signed Chairman:

Chairman's Signature

Date: 12th May 2010