

**CHAPPEL PARISH COUNCIL  
MINUTES OF A MEETING HELD AT  
CHAPPEL AND WAKES COLNE VILLAGE HALL, CHAPPEL.  
on Wednesday 12<sup>th</sup> September 2007 at 7.30 p.m.**

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In the Chair: Cllr. Mrs. S. Chamley.  
Present: Mr. R. Belcham, Mr. C. Cordingley, Mr. N. Ingram,  
Mr. A. Langley and Mrs. M. Sexton  
Clerk: Mr. K. Butcher.  
Also Present: CBC Cllr. Peter Chillingworth, six members of the public.

**07/090 WELCOME AND APOLOGIES FOR ABSENCE.**

Apologies were received from Cllr. Neubauer.

**07/091 The formal Council meeting was suspended to allow questions from members of the public:**

Mr Wilson suggested that speed bumps might be useful near Rainbow Cottage.

Mr Crozier requested that copies of the Agenda be made available for members of the Public.

Mr Crozier requested that Public questions be recorded in the Minutes.

Mr Crozier asked for the resolution number regarding the appointment of Solicitors. The Clerk explained that the Solicitors were appointed by Insurers and that invoices arising were for payment of the policy excess.

Mr Watson asked about reports in the Village Reporter and was informed that the matter should not be discussed as all communications received to date from the Standards Board for England had been marked "Private and Confidential" and "Addressee Only".

**07/092 COLCHESTER BOROUGH COUNCIL COUNCILLOR PETER CHILLINGWORTH ADDRESSED THE MEETING AND GAVE INFORMATION REGARDING;**

An exhibition and consultation regarding the redevelopment of St Botholphs.

He Park and Ride scheme – now planned to be based at The new Stadium.

The forthcoming Neighbourhood Action Panel meeting planned for 24<sup>th</sup> October at Chappel and WAKES Colne Village Hall.

The Clerks Forum had awarded a £6000 grant to Chappel to help with the Play Equipment project.

Colchester Borough Council had appointed a new officer to co-ordinate details of grants available.

Had the footpath from Rose Green to the Viaduct been inspected?

The formal Council meeting resumed at 7.52..

**07/093 DECLARATIONS OF INTERESTS.**

Cllr Langley declared an interest in Agenda item 07/102 being treasurer of the Play Equipment Fund Raising Group.

Cllr. Cordingley declared an interest in Agenda item 07/102 his wife being a member of the Play Equipment Fund Raising Group.

Cllr Chamley declared an interest in item 07/097 as an invoice received was from her husband.

**07/094 CONFIRMATION OF MINUTES – MEETING - JULY 11TH 2007.**

**Resolution 39/07. That the draft minutes of the meeting held on 11<sup>th</sup> July 2007n be accepted as being a true record of that meeting.**

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

## **07/095 CHAIRMAN'S BRIEFING.**

It had been confirmed by P3 that a late application for grant would be considered.

The Clerks Forum had granted £6000 towards the Phase Two of the Play equipment Project.

The footpath from Broom House Corner to Allen Cottages has been inspected and an order given for the works to be redone.

The new lamp to the Village Green was now in place and connection by EDF was awaited.

## **07/096 CORRESPONDENCE.**

Correspondence received by the Clerk was presented. Cllr. Chamley read from the letter she had received from the Internal Auditor. Arising from a question by Cllr. Belcham the Clerk outlined the procedure for the completion of the 2007 audit.

## **07/097 FINANCIAL MATTERS.**

The Accounts Return Form for 2006/07 was considered by Council.

**Resolution 40/07. That Page Two of the Accounts Return Form for 2006/07 – “Statement of Accounts” be signed by Chairman and Clerk being a correct statement.**

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

**Resolution 41/07. That Page Three of the Accounts Return Form for 2006/07 – “Annual Governance Statement” be signed by Chairman and Clerk being a correct statement.**

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

The Clerk presented the half year “Burn out” statement for expenditure.

The Clerk proposed that the Council consider moving to an electronic accounting system. After discussion it was agreed to move to an electronic accounting system.

**Resolution 42/07. That the Clerk devise and employ an electronic accounting system to replace the existing paper cash book system.**

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

Invoices received over two months were presented for approval:

Village Ranger – July Pay Claim - 17 hours at agreed rate.

Village Ranger – August Pay Claim - 19 hours at agreed rate.

Clerk – June, July, August pay claim at agreed rate.

Beachcroft - Solicitor invoice £158 + VAT

Guildhall Services – Grass cutting (July) - £68 + VAT

C & CW Village Hall – Room hire fees - £40.

James Chamley – Top Parish Field- £80.00 + VAT.

Just Lamps – Annual street light service parts - £78.45 + VAT

Just Lamps – Replacement street light - £1492.80 + VAT

John Turner – Internal Audit Fee - £229.50

G & J Barron – P3 - £160.80 + VAT

G & J Barron – Hedge cutting - £35 + VAT

The Clerk informed the meeting that his Salary claim was for the months of July, August and September, not as stated. The invoices were presented in turn and all approved for payment.

**Resolution 43/07. That the presented accounts be approved for immediate payment.**

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

It was noted that rent for the Leving Land was due in September and the Clerk agreed to include the matter on the next Agenda.

#### **07/098 PLANNING MATTERS.**

Decision advised:

071575, 1 Viaduct Farm Cottages, new access from No.1 to No.2 at first floor level and ground floor level, granted – 3 conditions.

071584, Trinity House, Colchester Road, Two storey rear extension, granted – 3 conditions.

Essex County Council, Town and Country Planning Act, 1990 Construction of a new resource room with glazed link at Chappel C of E Primary School, permission granted with five conditions.

#### **07/099 MEMBERS QUESTIONS.**

None received.

#### **07/100 ARISING FROM JULY MEETING – CLERK TO REPORT ON STREET LIGHTING. INFORMATION**

The Clerk presented a written report concerning street lighting in Chappel. It was noted that the new light at the Village Green was awaiting connection.

#### **07/101 TO RECEIVE A REPORT REGARDING ALLOTMENTS.**

In his absence a report by Cllr. Neubauer was presented. It was suggested that Council investigate utilising the existing bore hole as a means of water supply. After discussion it was agreed that the only quotation for works that had been returned to Council be used as a basis to progress work to the site.

#### **07/102 COMPLETION OF PHASE TWO OF NEW PLAY EQUIPMENT:**

Cllr. Ingram reported that an updated quotation had been received from Proludic and that the Grant from Cory had been approved. Cllr. Ingram requested that Council consider giving financial support to Phase Two of the Playground equipment project of up to £3500.

**Resolution 44/07. That Chappel Parish Council make a contribution towards the Play Equipment Project not exceeding £3500, and that the revised quotation for the works, received from Proludic, be accepted in the sum of £21,319.**

**Proposed: Cllr. Belcham Seconded: Cllr. Chamley For: 4 Abstentions: 2 (Conflicts of Interest).**

Two quotations to remove the old play equipment had been received. The merits of each were discussed.

**Resolution 45/07. That a quotation in the sum of £120 + VAT, received from Tatums, for the removal of the old play equipment be accepted.**

**Proposed: Cllr. Chamley   Seconded: Cllr. Belcham   For: 4 Abstentions: 2  
(Conflicts of Interest).**

**07/103      CHAPPEL VILLAGE GREEN (VEHICLE PARKING ON)**

Short reports on progress with finding a solution to the problem of illegal parking on the Village Green were given by Cllr. Cordingley and the Clerk. It was agreed that the recently formed sub-committee for the Village Green should be convened to consider options and to report back to Council.

Information: Cllr. Langley gave a short report on the training course he had attended in the use of vehicle speed monitoring equipment and encouraged other members of the community to volunteer to help.

**THE MEETING CLOSED AT 10.05 P.M.  
DATE OF NEXT MEETING – WEDNESDAY 10TH OCTOBER 2007.**

**SIGNED CHAIRMAN .....DATE .....**