

# CHAPPEL PARISH COUNCIL

MINUTES OF THE MEETING HELD ON WEDNESDAY 10<sup>th</sup> DECEMBER 2008  
IN THE VILLAGE HALL, CHAPPEL AT 7.30 P.M.

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In the Chair: Cllr. Mrs. S. Chamley.  
Present: Cllrs. Mr. R. Belcham, Mr. C. Cordingley,  
Mr. N. Ingram, Mrs. H. Leftley and Mr. P. Neubauer.  
Clerk: Mr. K. Butcher.  
Also Present Cllr. Peter Chillingworth and one member of the public.

## **08/114 WELCOME AND APOLOGIES FOR ABSENCE.**

The Chairman welcomed those present and introduced Anne Brown, who is visiting all Parishes in the District ahead of the forthcoming elections. Apologies had been received from Cllr. Tony Langley.

The formal Council Meeting was suspended to allow:

## **08/115 PUBLIC FORUM.**

No issues were raised.

## **08/116 COLCHESTER BOROUGH COUNCIL COUNCILLOR.**

Colchester Borough Councillor Peter Chillingworth addressed the meeting and mentioned four issues:

- Bernard Jenkin MP was expected to visit the Primary School on Friday 12<sup>th</sup> December.
- It had been suggested that an award for achievement be made at the Primary School each year in memory of Mr. Les Sayer, a local resident who had died recently.
- There would be no “green week” in recycling collections over the Christmas period.
- The Colchester Borough Council “Core Strategy” had received Government approval.

Arising, there was a discussion about existing provision of Affordable Housing in Chappel, and whether this was correctly recorded in a recent report.

The formal Council Meeting resumed at 7.48 p.m..

## **08/117 DECLARATIONS OF INTERESTS.**

No declarations were made.

## **08/118 CONFIRMATION OF MINUTES –MEETING HELD 12TH NOVEMBER 2008.**

***RESOLUTION 47/08. THAT THE DRAFT MINUTES OF THE MEETING HELD 12<sup>TH</sup> NOVEMBER 2008 BE ACCEPTED AS A TRUE RECORD.***

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

## **08/119 CONFIRMATION OF MINUTES –MEETING HELD 4TH DECEMBER 2008.**

***RESOLUTION 48/08. THAT THE DRAFT MINUTES OF THE MEETING HELD 4<sup>TH</sup> DECEMBER 2008 BE ACCEPTED AS A TRUE RECORD.***

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

**08/120 CHAIRMAN'S BRIEFING.**

The next NAP meeting (Neighbourhood Action Panel) was to be held at Chappel on 14<sup>th</sup> January and Cllr. Chamley had been invited to Chair the meeting.

There were continuing concerns over the functioning of the Village Hall and it was agreed that the Clerk would seek to convene a meeting of the Village Hall Management Committee.

**08/121 CORRESPONDENCE:**

The Clerk informed the meeting that mail received was on display.

The exchange of letters with BT Openreach had continued but the Clerk had received verbal confirmation that the matter of the damaged duct work was now closed and no further action would follow.

The Statement of Accounts had been returned to the Audit Commission and a certificate was awaited.

**08/122 FINANCIAL MATTERS:**

The Clerk informed the meeting that a payment from Essex County Council, being a P3 refund of £188.94 relating to 2007 had been received. A payment of £260 from the Football Foundation by funds transfer, had been received by Barclays, on October 15<sup>th</sup>.

Five invoices were presented for approval:

Guildhall Services – 2 cuts - £140.00 + VAT.

Colchester Borough Council - Install Goal posts £250.00 + VAT

Mr S. Hodge – Village ranger 20.66 hours at usual rate.

Mr K. Butcher Clerk Salary, third quarter, at usual rate.

Mr K. Butcher Clerk Expenses, third quarter, £61.52

***RESOLUTION 49/08. THAT THE ACCOUNTS AS DETAILED BE APPROVED FOR IMMEDIATE PAYMENT.***

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

The Clerk presented a nine month "Budget Burn Out" statement. The Clerk informed the meeting that he had been advised by Officers of Colchester Borough Council that the Parish Grant would most likely be frozen at the 2008/2009 level. Considering the Draft Budget for 2009/2010 Council gave careful considerations to all budget items. It was agreed that there was a need to be financially prudent, arising, the Clerk was instructed to inform the Village Ranger of the need to avoid exceeding the numbers of hours worked as allowed by the budget – approximately 17.25 per calendar month.

It was agreed that the Clerk would present the final version of the 2009/2010 Budget at the next meeting for approval.

**08/123 PLANNING MATTERS:**

The Clerk had received two outcome notifications:

**081632** Town and Country Planning Order relating to Bacons Farm Barn , Bacons Farm, Bacons Lane. Permission had been granted with eleven conditions

**081641** Planning (Listed Buildings and Conservation Act) relating to Bacons Farm Barn , Bacons Farm, Bacons Lane. Consent had been granted with sixteen conditions.

No new applications had been received.

**08/124 MEMBER'S QUESTIONS.**

No questions had been received.

**08/125 TO CONSIDER THE VILLAGE GREEN, AND PROBLEMS ARISING FROM THE PARKING AND MISUSE OF VEHICLES THEREON.**

Cllr, Chamley outlined the on-going problems of vehicles using VG113 improperly. She reported that she had been in conversation with Adrian Phillips of Essex County Council and he would be reverting with advice on how best the Council might proceed.

It was agreed to vary the order of Agenda items.

**08/127 TO CONSIDER APPROVING THE COSTS ASSOCIATED WITH THE MAINTENANCE FOR THE TRACK AND FOOTPATH OVER VG113 TO A MAXIMUM COST OF £750.**

Cllr. Chamley declared an interest in this item as her husband might be employed to complete the associated works.

Cllr. Chamley informed the meeting that she had spoken with Mr. Harvey and he may be willing to contribute to the cost of repairs if others do also.

***RESOLUTION 50/08. THAT THE TRACK ACROSS VG113 BE REPAIRED AND THAT 10 TONNES OF STONE AND 20 TONNES OF SHINGLE BE PURCHASED FOR THIS PURPOSE AND MR JAMES CHAMLEY BE EMPLOYED TO UNDERTAKE THIS WORK FOR A MAXIMUM OF 10 HOURS AT £20 PER HOUR.***

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

***RESOLUTION 51/08. THAT THE CLERK WRITE TO THE MILLENNIUM GREEN TRUST REQUESTING FINANCIAL HELP WITH THE COST OF REPAIRS TO THE TRACK OVER VG113.***

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

**08/126 CLLR. INGRAM TO CONSIDER APPROVING THE PURCHASE OF ADDITIONAL PLAY AREA "CUSHIONFALL" SAFETY MATERIAL AT A MAXIMUM COST OF £1100.**

Cllr. Ingram explained the need for additional Cushionfall material at the play equipment. It was agreed that Wakes Colne Parish Council be approached with a view to sharing the cost. It was noted that the suppliers of Cushionfall would not accept cheques and required payment in advance.

***RESOLUTION 52/08. THAT THE PURCHASE OF FORTY CUBIC METRES OF CUSHIONFALL BE APPROVED IN PRINCIPLE AND THAT THE CLERK BE EMPOWERED TO ARRANGE PAYMENT BY WHATEVER MEANS WITHOUT FURTHER RECOURSE TO COUNCIL.***

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

***RESOLUTION 53/08 . THAT THE CLERK BE INSTRUCTED TO WRITE TO WAKES COLNE PARISH COUNCIL SEEKING FINANCIAL SUPPORT TOWARDS THE MAINTENANCE COSTS OF THE PLAY EQUIPMENT.***

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

**08/128 TO CONSIDER ADOPTING THE MODEL PUBLICATION SCHEME, AS PRODUCED BY THE INFORMATION COMMISSIONERS OFFICE, TO BE EFFECTIVE 1ST JANUARY 2009.**

The Clerk explained the need to adopt the Model Publications Scheme.

***RESOLUTION 54/08 . THAT CHAPPEL PARISH COUNCIL FORMALLY ADOPT THE MODEL PUBLICATIONS SCHEME.***

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

**08/129 TO CONSIDER APPROVING A CONTRACTOR FOR THE REFURBISHMENT WORK ON THE ALLOTMENTS.**

Cllr. Chamley explained the financial position regarding progressing the allotments scheme and it was agreed that Cllr. Chamley and Cllr. Neubauer would investigate options and report to Council at the next meeting.

**THE MEETING CLOSED AT 9.45 P.M.  
DATE OF NEXT MEETING – 14<sup>TH</sup> JANUARY 2009.**

**SIGNED CHAIRMAN ..... DATE 14<sup>TH</sup> JANUARY 2008.**