

# CHAPPEL PARISH COUNCIL

MINUTES OF THE MEETING HELD ON WEDNESDAY 14TH JANUARY 2009  
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. T. Langley, Mrs. H. Leftley, Mr. N. Ingram & Mr. P. Neubauer.  
Clerk: Mr. K. Butcher.  
Also Present: Cllr. Peter Chillingworth, and one member of the public.

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## **09/001 WELCOME AND APOLOGIES FOR ABSENCE.**

The meeting began and the chairman introduced Police Sergeant Mike Lee, from Copford Police Station who informed the meeting that any non urgent contact with the Police could be made by telephoning 0800 333 4444.

There were no apologies for absence.

The Council meeting was suspended to allow:

## **09/002 PUBLIC FORUM.**

There were no questions from the Public.

## **09/003 COLCHESTER BOROUGH COUNCIL COUNCILLOR.**

Cllr. Peter Chillingworth addressed Council and explained recent Section 106 Grant Allocations, and commented on progress with the sales of materials collected by the Borough for recycling.

Police Sergeant Lee addressed Council and said that car crime in the area was increasing and urged all present to keep valuables out of sight if they were to be left in Motor Vehicles.

The Public session ended at 7.47 p.m. and the formal meeting continued:

## **09/004 DECLARATIONS OF INTERESTS.**

Cllr. Cordingley declared an interest in Agenda item 09/013 because of his position as Church Treasurer.

## **09/005 CONFIRMATION OF MINUTES –MEETING HELD 10TH DECEMBER 2008.**

The minutes were considered in detail.

## ***RESOLUTION 09/001. THAT THE DRAFT MINUTES OF THE COUNCIL MEETING HELD ON 10<sup>TH</sup> DECEMBER 2008 BE ACCEPTED AS A TRUE RECORD OF THAT MEETING.***

Proposed: Cllr. Neubauer Seconded: Cllr. Ingram For: 6. Abstentions: 1. ( Cllr. Langley – Absent.)

## **09/006 CHAIRMAN'S BRIEFING.**

Cllr. Chamley informed the meeting that she had recently attended a meeting of Wakes Colne Parish Council where the Joint Villages Emergency Plan had been under review and suggested that the Emergency Plan be revised. A request had also been made that Wakes Colne consider giving financial support towards the costs of providing Play Equipment bark chippings.

A closed meeting of the Village Hall Committee had been called for 28<sup>th</sup> January.

Council views on the Education Plan suggested by Colchester Borough Council had been requested.

Reports had been received suggesting that a footpath sign had been damaged by fire.

Lisa Cross of P3 had been approached regarding possible repairs to a footbridge at Popes Hall.

It was agreed the Annual Meeting of Parishioners be held on 30<sup>th</sup> April, and AGM of Chappel Parish Council be held prior to the usual Parish Council meeting on 13<sup>th</sup> May. Cllr. Chamley informed the meeting that she would be absent from both meetings.

#### **09/007        CORRESPONDENCE:**

Mail received by the clerk was on public display.

The Clerk brought a letter from the Audit Commission to Council attention – the External Audit had been completed and approved with no comment.

A letter from Mr J. Rees of the Millennium Green trust had been received indicating the willingness of the Trust to contribute up to 25% of the costs of track repairs across VG113.

#### ***RESOLUTION 09/002. THAT THE CLERK BE INSTRUCTED TO WRITE TO HOMEOWNERS WITH PROPERTIES ON VG113 INVITING CONTRIBUTIONS TOWARD THE COST OF TRACK REPAIRS.***

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

#### **09/008        FINANCIAL MATTERS:**

The Clerk presented one invoice for approval, that received from the Village Ranger for 16 hours 50 minutes work at the usual rate.

#### ***RESOLUTION 09/003. THAT THE ACCOUNT AS DETAILED BE APPROVED FOR IMMEDIATE PAYMENT.***

Proposed: Cllr. Mrs. Helen Leftley. Seconded: Cllr. Chamley. For: All.

The draft budget and the setting of the precept for 2009/2010 were considered in detail. Reluctantly Council decided to increase the Precept by two pounds to thirty six pounds, forty four pence, an increase of 5.81%. It was agreed that the Clerk would contact Mr. J. Hills, Colchester Borough Council to explain the increase.

#### ***RESOLUTION 09/003 THAT THE DRAFT BUDGET BE ADOPTED AS PRESENTED AND THE PRECEPT BE SET AT THIRTY SIX POUNDS, FORTY FOUR PENCE.***

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

#### **09/009        PLANNING MATTERS:**

No Planning matters had been notified to the Clerk at the time of publication of the Agenda. However, the Clerk had recently received a notice from Essex County Council relating to the construction of a footpath to the rear of the School. It was noted that the plans bore an incorrect legend that indicated that works were to be completed by Chappel Parish Council and that various details in the Design Statement were incorrect. It was agreed informally that the Clerk would contact Essex County Council to have the errors corrected before Chappel Parish Council formally considered the application.

**09/010 MEMBER'S QUESTIONS.**

No questions were submitted to the Clerk.

Cllr. Chillingworth left the meeting at 8.53 p.m.

**09/011 TO CONSIDER APPOINTING CONTRACTORS TO COMPLETE WORKS ASSOCIATED WITH THE PARISH FIELD PROJECT.**

Estimates of cost had been received from various contractors but were based on varying specifications. It was agreed that the Contractors be invited to resubmit their estimates to a particular works specification.

***RESOLUTION 09/004 THAT THE CHAIRMAN AND VICE CHAIRMAN BE EMPOWERED TO APPOINT CONTRACTORS TO COMPLETE THE WORKS TO THE ALLOTMENTS ON RECEIPT OF A SATISFACTORY ESTIMATE OF COST.***

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

**09/012 TO COMPLETE THE ANNUAL REVIEW OF COUNCIL EMPLOYEES PAY RATES.**

The rate of pay for the Village Ranger and was considered and it was decided to defer the matter until a years work had been completed.

The Clerk left the room and in his absence it was decided to increase the annual salary by £200.

***RESOLUTION 09/005. THAT THE SALARY OF THE CLERK BE INCREASED BY £200.***

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

Cllr. Ingram left the meeting at 9.10 p.m.

**09/013 TO CONSIDER GRANTING FINANCIAL AID TOWARDS THE UPKEEP OF THE CEMETERY.**

Cllr. Cordingley declared an interest in this item as he was Treasurer to the Church. Cllr. Cordingley explained the background to this request and presented figures to support the application.

Resolution 09/006. That a grant of £500 be made to the Parish Church as a contribution towards the costs of maintaining the Cemetery.

Proposed: Cllr. Chamley Seconded: Cllr. Belcham For: 5. Abstentions 1.

**The meeting closed at 9.21 p.m.**

**Date of next meeting – 11<sup>th</sup> February 2009.**

**Signed chairman .....Approved 11<sup>th</sup> February 2009.**