

CHAPPEL PARISH COUNCIL

MINUTES OF THE MEETING HELD ON WEDNESDAY 10TH NOVEMBER 2010 IN THE VILLAGE HALL, AT 7.30 P.M.

IN THE CHAIR: **CLLR. MRS. S. CHAMLEY.**
PRESENT: **CLLRS. MR. R. BELCHAM, MR. R. JONES, MR. P. NEUBAUER,**
 MR. C. CORDINGLEY AND MRS. H. LEFTLEY.
CLERK: **MRS. V. BURROWS.**
ALSO PRESENT: **CLLR. J. TAYLOR FROM WAKES COLNE PARISH COUNCIL & CLLR. P.**
 CHILLINGWORTH.

10/143: Welcome and Apologies for Absence.

Cllr. Chamley welcomed everybody to the meeting. Apologies had been received from Cllr. Neubauer.

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

10/144: Public Forum.

Cllr. Jim Taylor from Wakes Colne Parish Council advised that the footbridge project was running slightly behind schedule and the opening of the footbridge had been put back by a few days. Cllr. Taylor would advise of the date in due course. He explained that a parishioner had taken over 600 photos of the project so far, and when the bridge project was complete, he was going to put them on a CD so they could be sold in the shop. Cllr. Taylor also advised that the Community Speed Watch was going well and each time they are active they catch a considerable number of motorists driving through the both villages in excess of 35 mph.

10/145: Colchester Borough Council Councillor.

Cllr. Chillingworth reported on the following issues:

- ❖ The Revenue Grant had been agreed and letters would follow in due course. It was rumoured that Chappel Parish Council would get approx. 50% of the amount received in last financial year.
- ❖ All Out elections. Cllr. Chillingworth reported that it had been agreed for CBC to remain as it had been and that is for elections to be by thirds. i.e. elections every year. Cllr. Chillingworth expressed his disappointment, as this is far more costly to CBC than All Out elections.
- ❖ Cllr. Chillingworth also advised that Severalls Lane travellers' site had been granted permission.

THE FORMAL COUNCIL MEETING WAS RE-OPENED AT 7.44 P.M. TO ALLOW:

10/146: Declarations of Interests.

Cllr. Cordingley Personal Interest Agenda Item 10/50 No: 4 Budget 2011/2012
Cllr. Langley Personal Interest Agenda Item 10/50 No: 4 Budget 2011/2012

10/147: Confirmation of Minutes – meeting held 13th October 2010.

Resolution: 10/049. That the draft minutes that had been circulated prior to the meeting be approved as being a true record of the meeting held on 13th October 2010.

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

10/148: Chairman's Briefing.

This month the Chairman had circulated the briefing on e-mail and then spoke briefly about the NAP meetings which are held bi-monthly. Cllr. Chamley advised that due to low attendance it had been decided that, until the review that is to be held in January, these meetings would be cancelled. It was also discussed that the Parish Council should invite the Police to the meetings more often than it currently does. Cllr. Chamley also spoke about the Village Green and putting in bollards as she had spoken to Essex County Council. To further this project it was thought best that the landowner should be contacted again.

10/149: Correspondence.

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

10/150: Financial Matters.

1) Funds Received:

None

2) Six invoices were for consideration:

V Burrows: Clerk's salary & expenses at agreed rate, 33 hrs worked from 7 Oct to 4 Nov

Village Ranger: 17 hours at usual rate for September.

SLCC: £118 Subscription. Wakes Colne owing £78 payable in December

Audit Comm: 1 x Invoice £334.88 External Audit

EALC: 2 x Invoices for Training £120

Resolution: 10/050. That all of the invoices as detailed above be approved for immediate payment.

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

3) Revenue Grant Update:

The Clerk advised that she had heard through the Clerks Forum that the Revenue Grant had been decided and each Council was reported to be receiving approximately 50% of last year's grant. Council agreed to look at the budget for 2011 / 2012 but wait to finalise the figures until confirmation had been received that part / some / all of the grant would be paid in 2011 / 2012

4) Budget 2011 / 2012.

The members looked at the proposed figures and it was generally accepted that, with the reserves held, the precept should not be raised. However if the Borough reduce / take away the revenue grant then the precept will not be adequate to cover the Parish expenditure for the coming financial year. All the various areas of Parish expenditure were discussed and agreed that generally the amounts budgeted were relative to the current year's expenditure. The grants section was discussed in detail as presently no money had been put aside to award grants to the Church and Village Hall in 2011 / 2012. It was agreed that if any money was awarded to the Church and Village Hall then it should come out of the reserve account, as currently this was quite high. It was agreed to put this item back on the Agenda for December to discuss further once the Revenue Grant was agreed.

Resolution: 10/051. That Chappel Parish Council will not increase the Precept for 2011 / 2012.

Proposed: Cllr. Jones. Seconded: Cllr. Leftley. For: All.

10/151: Planning Matters.

None

10/152: Member's Questions.

No questions were received.

TO RECEIVE THE FOLLOWING REPORTS FROM COUNCILLORS / CLERK:

10/153: Employed Clerk.

The Clerk advised that she had attended two training courses in the last month, one in Colchester at the HMRC offices on the Parish Council becoming an Employer and one at Great Dunmow on Employment Issues. The Clerk advised that both had been incredibly useful in taking this issue forward. In general, it was agreed that the Council should employ the Clerk as the 'proper officer' of the Council and the Responsible Financial Officer and that the Council should become an Employer. The Clerk was asked to check that the standard Contract of Employment issued by the SLCC and NALC was indeed adequate to be used by Chappel Parish Council. The Clerk expressed concerns such as during the last 13 months, she has been doing regular work for the Council which would imply that she is / she has been an employee of the Council in the eyes of the law. The Clerk also asked if this employment could be taken into account when finalising the contract. It was agreed by Council that the Clerk should investigate further the legalities of such a contract and report back next month.

10/154: Lighting in Chappel – Savings to be made.

The Chairman spoke briefly on the subject of lighting in Chappel. Andy Bouttell from A & J Lighting had attended Wakes Colne Parish Council's meeting the previous week and advised that savings could be made on the lighting in the Parish if timers were installed. Cllr. Chamley had the prices of the timers and it was generally agreed that if savings could be made then timers should be considered and the lights should be turned off between 12.30am and 5.30am to save money. In addition, the Clerk advised that currently the Parish Council is billed for the electricity costs from Colchester Borough Council and therefore are possibly not getting a very good deal. The Clerk was instructed to contact E.ON and EDF Energy to get a quote on a direct supply billed to the Parish Council. The Clerk was asked to report back next month with an update.

10/155: Allotments.

Cllr. Chamley advised they had a clearance day on the allotments on 16th October. Several questions had been raised by one of the allotment holders about removing two of the clauses on bonfires and weed control sprays. However, it was generally agreed that these clauses in the contract should not be amended to accommodate these requests. It was agreed that for a small cost of tarpaulin any or all of the weeds could be controlled and the allotment holders should be composting and not lighting bonfires. The water was an ongoing issue which would hopefully be sorted in the near future and it was discussed that it would be turned off from November until March.

10/156: Future Agenda Items / Speaker.

Budget
Clerks Contract
Community Shop Mobility - Postpone

The meeting closed at 9.30 p.m.
Date of next meeting – 8th December 2010.

Signed Chairman:

Date: 8th December 2010