

## DEBDEN PARISH COUNCIL

MINUTES OF THE MEETING OF DEBDEN PARISH COUNCIL HELD ON WEDNESDAY, 3<sup>rd</sup> DECEMBER, 2014 IN THE MEMORIAL HALL, DEBDEN.

<u>Present:</u>	Cllr R. Forster	(RF)	(Chairman)
	Cllr S. Jasper	(SJ)	
	Cllr S. Luck	(SL)	
	Cllr J. O'Brien	(JO'B)	
	Cllr R. Simmonds	(RS)	
	Cllr S. Watson	(SW)	

In attendance:

Mrs C. Griffin	Clerk (CG)
1 member of the public	

As the Chairman, Cllr Tetlow, was unable to attend, Vice Chairman, Cllr Forster, took the Chair.

**14/135 Apologies for absence**

Apologies were received from Cllr A. Tetlow (family commitment) and Dist Cllr T. Knight

**14/136 Public participation session (15 minutes available if required)**

A resident advised that he followed up a rumour regarding the ram raid at the Village Shop. The suspects were released on 29<sup>th</sup> October without charge as there was insufficient evidence. However, enquiries are continuing. A statement has been requested from the CPS and the PC can decide whether they would like to respond. The Chairman asked for an article to be included in the next Parish Pump.

**14/137 Declaration of interests relating to items on the Agenda**

None

**14/138 To approve and authorise the Chairman to sign the Minutes of the Meeting of the Council held on 5<sup>th</sup> November 2014**

It was resolved that the Chairman should sign the Minutes as approved.

Proposed: RF	Seconded: SJ	All agreed
--------------	--------------	------------

**14/139 To receive an update from the Parish Clerk**

CG reported:

- I copied all the emails regarding the Church Lane planning application and delivered to the applicant on 14<sup>th</sup> November. I have not received an acknowledgment or reply.
- I have also not received any information regarding the quotes we requested for cutting the footpaths. If I don't hear by the end of the year I will obtain these.
- A question was raised at the last meeting regarding the letting arrangements at Deynes House. The two applications were approved by UDC for a period of 2 years and the resident has been informed.

- I contacted Cty Cllr Simon Walsh regarding the Byways and an update was put in this month's Parish Pump. Cty Cllr Simon Walsh will be asked for a report on the pilot scheme when the results are available
- I also included a note about the grit in Parish Pump. (Thank you Roger for taking calls on this)
- The sandbags are being housed at Broctons Farm.
- ECC inspected the drain in Thaxted Road but it does not meet the necessary criteria. SL has some photographs of this and other drains in the village which will be sent to CG. The matter will then be taken up again with ECC.
- Army vehicles have been coming through the village again
- I have heard no more regarding the Army Covenant. SL produced an example. RF advised that the covenant was signed but there is no record of this being sent to the Ministry of Defence. CG will contact the MOD in London and, if it was sent, request a copy.
- A request has been made to the Rangers to cut the grass verge outside the Tennis Courts and Shop
- I sent another email to Cllr. Lemon requesting a reply to the Chairman's letter of 8<sup>th</sup> September but have not received a reply. He has moved to another Committee but we should still get an answer.
- I circulated information regarding the Elections on 7<sup>th</sup> May next year.
- I have received notification of a temporary prohibition order at Chickney Road advising that closure will commence on 8<sup>th</sup> December for two weeks.

#### **14/140 To discuss and draw up an Action list**

CG went through a list she had drawn up,

It was agreed that this should be circulated with the Agenda and members of the Council could make any additions.

#### **14/141 To discuss Pecuniary Interests**

SL circulated copies of an email he received from a Solicitor at the National Association of Local Councils relating to the Code of Conduct and interests. SL felt the UDC Monitoring Officer gave incorrect information and advice to members of the NVHG earlier in the year concerning voting and at a meeting he said members could have voted.

SW said it was for individual members of the Council to make a decision on whether to vote or not because if a vote was challenged the member concerned would have to defend the situation. SL said he thought more clarification was needed on the Code of Conduct the PC has adopted (two Councils in the area have not adopted the Code). After a lengthy discussion it was agreed that the previous Code of Conduct should be circulated and the matter would be discussed further in January.

#### **14/142 To receive an update on the Parish Council notice board by the Shop and the Village notice board by the Pond**

RF reported that it was suggested that the PC's notice board should have two doors rather than 3. It would not be possible to fit two doors to the existing board and a new one would cost in the region of £1,400. In view of this it was agreed that the existing board should be refurbished and the quotation of £600.00 for making and fitting three new hardwood doors and completely refurbishing was approved.

The letter box will also be replaced with a stronger stainless steel type, cost £36.00. This can be used for post for the PC, Shop and Post Office.

With regard to the notice board by the Pond, if this is fitted with two doors space will be lost. It was agreed that some “stays” should be investigated so the board is easier to use.

It was confirmed that the PC own four notice boards, the two mentioned above, another small board by the pond and one at Debden Green.

**14/143 To receive an update following the meeting with the Community Payback Co-ordinator**

CG and RF met with Dean Law the Community Payback Co-ordinator from Harlow. We walked round the recreation ground and looked at areas which could be cleared and improved and also the footpath from the recreation ground to Deynes Road, via the back of the houses.

We have since heard that the group, 6 -8 people, will be coming on Sunday 14<sup>th</sup> December, arriving at approximately 10.00am and leaving at 3.00pm. RF agreed to meet with them during their visit.

**14/144 To receive an update on filling the holes on the Recreation Ground car park and approve an order for road plannings**

RF reported that after nine months Carver Barracks have now said they are unable to help us with jobs in the village as they would not be insured. AT has filled in as many holes as possible using the plannings available, but it was agreed that an additional 20 ton should be purchased, price £18 per ton. Most of this material would be used, but any remaining plannings would be left in a mound on the edge of the car park so they could be used at a later date.

**14/145 To approve the costs involved in removing the rubbish and re-seeding the area which has been cleared by the Pavilion**

RF reported that the area has been cleared and the majority re-seeded. The cost of removing the rubbish, £110.00, and grass seed and sand, £70.91 was approved. Members of the Council thanked RF for dealing with this. The memorial seat will be fixed as soon as the area is ready.

**14/146 To receive an update on the Allotments and confirm the value of the water tanks**

RF and SJ have spent a considerable amount of time clearing the trees from allotment plots 29 and 30 which had not been cultivated for several years. A letter of thanks will be sent to Mr. Ron Chapman for the work he has done. One of the new plots has been partly fenced and this will be completed as soon as the weather improves. AT will look at clearing the tree stumps as soon as possible.

The resident who was going to take over Plot 20 has changed his mind so this will be available in April.

CG wrote to four tenants who have not cultivated their plots recently; one will be attending to this in the near future, one will be giving up the plot in March and two tenants have not replied.

The value of the water tanks is £50 each and the insurance policy will be amended accordingly.

**14/147 To discuss blocked drains in the village and flooding issues**

This was discussed under 14/139. SL will forward photographs to CG who will contact ECC. The 50 sandbags supplied by UDC are being stored at Broctons Farm (please contact CG or Charles Turner)

**14/148 To discuss a request from Carver Barracks to give a presentation on their roles and responsibilities and also community matters (date proposed February 2015)**

SL advised that personnel from Carver Barracks would like to give a general talk on their activities and the areas of the world where they are involved. SL will book the Village Hall for 18<sup>th</sup> February and advertise the event in Parish Pump.

With regard to the development of the Sports field, it would be helpful if Debden Parish Council would support the development. It is fully funded and could be in operation by Autumn 2015. It would be used by the Army every day but will be open to the community, providing the necessary bookings are made.

It was requested that AT should send a letter to Lt. Col. Will MacDonald giving the PC's support and wishing them well with this project.

**14/149 To approve the Asset list**

The following amendments were made to the Asset list circulated prior to the meeting:

Harwood benches	11	£5,500
Tennis fencing		£12,000
Planter tubs	8	£400
Water tanks (Allotments)	5	£350
Notice boards	4	£4,000
CCTV		£1,200

The insurance company will be requested to amend the policy to incorporate the above and a revised list will be circulated.

**14/150 To discuss the Budget and Precept for 2015/16**

RF advised that he had gone through the Budget with AT in advance of the meeting. Members requested that the details should be forwarded to them. This was agreed and any comments should be sent to CG by 20<sup>th</sup> December. The Budget can then be agreed at the January meeting and the Precept set.

**14/151 To discuss planning application received**

The following applications have been conditionally approved:-

UTT/14/3075/FUL - RSS, Debden (NATS) – Installation of ground mounted solar PV array.

UTT/14/2333/FUL - Land south of Church Lane - Erection of two detached dwellings with associated access and garaging.

The following application has been received, no comments submitted:  
 UTT/14/3397/HHF - Debden Manor - Demolition and replacement of existing entrance.

**14/152 To approve Accounts for payment**

The following cheques were approved for payment and signed:

C. Griffin	£384.57	Net salary + expenses (Nov.)
Ace of Spades	£156.00	Grass cutting (October)
W. Pallett	£264.00	Clearing Rec. Ground
R. Forster	£70.91	Grass seed and sand

**14/153 Items for next Agenda**

- To agree the Budget and set the Precept for 2015/16.
- To review the previous Code of Conduct and discuss Pecuniary Interests
- To receive a report on the Community Payback group
- To receive an update on the UDC Local Plan

**14/154 To discuss any Urgent matters of interest to the parish**

**154.1** CG reported that she had received notification from UDC of an application from the Plough to extend the opening hours of the premises, include the provision of recorded music and extend the hours which the supply of alcohol is permitted. UDC will be advertising this in the local newspaper and all the immediate neighbours have been informed. It was agreed that a copy of the letter would be sent to the four almshouses.

**154.2** SL reported that the Police attended the march through the village on Remembrance Sunday, 9<sup>th</sup> November, but they may not be able to do so next year owing to staff cuts.

**Date of next meeting**

The next meeting will be on Wednesday, 7<sup>th</sup> January at 8.00pm in the Memorial Hall

The meeting closed at 09.50 pm

Signed..... (Chairman)

Dated: 07.01.15