

**DEBDEN PARISH COUNCIL****MINUTES OF THE ANNUAL MEETING OF DEBDEN PARISH COUNCIL  
HELD ON WEDNESDAY, 3<sup>RD</sup> MAY, 2017 AT 8.00PM IN THE MEMORIAL  
HALL, DEBDEN**

**Present:**

Cllr R. Forster	(RF) Chairman
Cllr E. Blackie	(EB)
Cllr S. Luck	(SL)
Cllr A. Roper	(AR)
Cllr A. Tetlow	(AliciaT)
Cllr A. Tetlow	(AT)
Cllr S. Watson	(SW)

**In attendance:**

Dist Cllr T. Knight	(TK)
Mrs. C. Griffin, Clerk.	(CG)
15 members of the public	

**17/001 Election of Chairman**

Cllr Roger Forster was elected Chairman

Proposed: AT	Seconded: EB	AT, EB, AR in favour.
		SW and SL opposed.
		AliciaT abstained.

**17/002 Chairman's Declaration of Acceptance of Office**

The Chairman signed the declaration of acceptance of office.

**17/003 Election of Vice-Chairman**

Cllr Alicia Tetlow was elected Vice-Chairman.

Proposed: AT	Seconded: AR	AT, AR, RF, EB, SW in favour.
		SL abstained

**17/004 Apologies for absence**

No apologies were received

**17/005 Declarations of Interests**

**To receive disclosures of pecuniary and non-pecuniary interests in items on the agenda**

No interests were declared.

**17/006 Public participation session (15 minutes available if required)****Members of the public are permitted to make representations, and give evidence in respect of any item of business included on the agenda**

A resident made the following comment:

Having listened to the debate, I made a statement on behalf of five residents regarding the 2016 Annual Meeting and all those residents agreed with the views expressed by Cllr Luck that the Council acted unlawfully. I would not be surprised if more people did not express a lack of confidence in the Council.

**17/007 To approve and authorise the Chairman to sign the Minutes of the Meeting of the Council held on 5<sup>th</sup> April 2017**

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

Proposed: AR

Seconded: EB

All agreed

**17/008 To review Councillors' responsibilities**

The Councillors' responsibilities were agreed, as follows:

- Cllr Elisabeth Blackie - Parish Pump, Public Transport and Airport
- Cllr Roger Forster - Open Spaces, Playground, Allotments (Chairman)
- Cllr Stewart Luck - no specific responsibility
- Cllr Amie Roper - website update, publicity
- Cllr Alicia Tetlow - no specific responsibility (Vice-Chairman)
- Cllr Andrew Tetlow - Finance, Planning and Village Hall Representative
- Cllr S. Watson - Pavilion, Public Rights of Way

**17/198 To receive an update from the Parish Clerk**

The Clerk reported that:

- You have received the latest details on the road closure at Henham. I understand this has caused some problems for Debden Green residents.
- Regarding the resurfacing of the road in the centre of the village, firstly I was were told it would be July, then October, but that is subject to change.
- The defibrillator training session was held on Wednesday 19<sup>th</sup> April. Ten people reserved a place, eight actually attended.
- I have a meeting with the Auditor next week please let me know if there are any points you would like me to raise.
- The Rangers application process has changed
- The Footpath Warden has reported the bridge in the corner of the recreation ground to ECC.
- The Tennis Club do not require a key to the pavilion
- I have heard nothing further from the Information Commission since the last email which I forwarded to say a Case Officer has been appointed

**17/009 To receive a report from the Chairman on the mediation process and consider making a financial contribution**

RF reported that the mediator visited the village last week on a fact finding mission. He spoke to Richard Cawte, Chairman of the VH Trust, Mike Fairchild, Chairman of the NVHG, Elisabeth Blackie, Chairman of the RG Trust and myself. He has since spoken to Simon Langman.

SW requested clarification on the mediation process; if the process proceeds and the mediator comes up with a recommendation what is the process for considering his recommendations. RF and EB reported that he is currently assessing the situation and will report back to the Community Covenant Grant Scheme Committee on whether there is a project that can go forward. That is his objective.

UDC engaged the mediator and initially said they would cover the cost. Subsequently, we have been asked to make a contribution. I have asked UDC if all groups will be making a contribution to the costs and I am waiting to have a discussion with Dawn French concerning this. It is understood the cost of the first session was £1500 plus VAT and Dawn French said the total cost should not be more than £2000. We have now been asked if we would be prepared to make a contribution of £1000.

AliciaT said we need to have written confirmation of the process before we can consider making a financial contribution.

SW asked EB and RF for details of the discussions they had with the mediator. EB confirmed it was a fact finding exercise as to whether the village retain the grant or not. The mediator will have to be persuaded that all groups are working together.

Dist. Cllr Knight advised that the MOD wanted to take the money back at 31<sup>st</sup> January. Col. MacDonald went to the MOD and asked for extra time and they agreed. Col. Blakey felt that mediation would be best way forward and UDC offered to step in and help as they were one of the signatories on the Community Covenant grant. The first job of the mediator was to interview all the parties and this was confidential. He will come to a conclusion and summarise whether he feels all the groups can work together.

SW said she was concerned that the mediator is receiving personal views and not the views of the PC or RG Trust. EB emphasised that the mediator requires facts.

EB said the NVHG is an unconstituted group.

SL formally requested that the RG Trust state why it is not in the best interests of the trust to make a land swap. EB pointed out that this was included in the booklet which was sent to every household in the village and has been explained many times. EB suggested SL and SW look up the guidance on the Charity Commission website.

A resident said he understands the mediator is endeavouring to see if the groups can work together, but one project is not viable and the other does not have planning permission; I am concerned about the length of time available. The Chairman advised that the scheme which does not have planning permission is progressing.

### **17/011 To receive feedback from the Annual Assembly**

The following issues were raised:

- The surplus at the end of the financial year - RF advised that when he replied to the question concerning the PC running at a surplus, he was referring to the funds that are held in reserve. Any decision to use part of these funds for the Village Hall project would have to be a decision taken by the public. SW said

the situation should be clarified as this was not what the residents understood. There is a danger of giving mixed messages to the village.

- Did SW and SL wish to be recorded as attending the meeting as Councillors as has been done in the past because SL raised a point of order about the fact that he had consulted the PC regarding attending the Annual Assembly as a private resident and not as a Parish Councillor.
- Did the PC act ultra vires when registering the recreation land. EB questioned whether the VH Trust acted ultra vires by registering the Trust in the names of four trustees. SW said the Charity Commission added those names as the proprietors and they know it is incorrect.
- EB pointed out that at the Annual Assembly SW raised the fact that the RG Trust had not agreed that we would work with Simon Langman and his proposal. On 26<sup>th</sup> February SW signed, by proxy, the statement which was sent to the MOD stating that “We the undersigned confirm that we fully support the Community Covenant grant application by the VH Trustees to fund the rebuilding of the village hall on its existing site”. If we had not done this the money would have been lost. If you did not agree you should not have agreed to sign the statement. SW said we all know why that statement was made and I signed it to keep the money.
- A copy of the minutes and reports will be put in a file and left in the Village shop for people who are unable to view on line.

#### **17/012 To receive a report on the Annual General Meeting of the Village Hall**

The minutes of the meeting are not yet available. AliciaT will inform the Clerk when she receives them.

#### **17/013 To discuss and approve letter to the Police & Crime Commissioner**

SL said it was agreed at the last meeting that he should draft a letter and send to the Clerk. The letter was drafted and circulated to all Councillors for approval. It was agreed that the Clerk should make two amendments to the letter and recirculate.

#### **17/014 To discuss the letter received from the Treasurer of the Village Shop and consider making a donation**

AliciaT suggested that the Shop should be asked to provide their 3/5 year strategy. Following discussion, it was agreed that the Chairman and Treasurer should be invited to attend the July meeting to discuss their current situation but it was proposed, in principle, to make a donation subject to discussions with the auditor.

Proposed: SL                      Seconded: SW                      SL, SW, EB and RF in favour.  
AliciaT against

#### **17/015 To approve accounts for payment**

It was proposed that the following payments should be approved.

Proposed: AT	Seconded: EB	All agreed
C. Griffin	£399.19	Net salary + expenses (April)
C. Griffin	£119.99	Microsoft Office for Laptop (from Transparency Code funding)
EALC	£241.31	Affiliation Fee
R. Forster	£3.75	Laminated Allotment agreements.

**17/016 To discuss any Urgent matters of interest to the Parish**

**16.1.** The Chairman has spoken to Jamie Sharpe of Debden Football Club who has offered to paint the outside of the pavilion and replace broken guttering, providing the PC supply the materials. Eddie Minet is still the Secretary but Jamie is managing the Club. SW will inform Eddie Minet.

**16.2.** Cambridge Harriers have been in touch regarding their event on Saturday 27<sup>th</sup> May, details circulated. The Clerk will check that Spartak are not using the meadow and also whether insurance would be required to cover this.

**16.3** The Clerk will contact BT regarding the road closure notice for Church Lane which was advertised in the local newspaper.

**16.4** The Clerk will write to ECC regarding road signs which are not collected after work has been completed and have lead to many people making long detours.

**17/017 Items for the next agenda**

Report on the mediation process

Update on the painting of the pavilion

Update on the Audit

**17/018 Date of next meeting**

The next meeting will be held on Wednesday, 5<sup>th</sup> July, at 8.00pm in the Village Hall.

The meeting closed at 09.50pm.

Signed.....(Chairman)

Dated: 05.07.17.

