

DEBDEN PARISH COUNCIL

MINUTES OF THE MEETING OF DEBDEN PARISH COUNCIL HELD ON WEDNESDAY, 4TH FEBRUARY, IN THE MEMORIAL HALL, DEBDEN.

<u>Present:</u>	Cllr R. Forster	(RF)	(Chairman)
	Cllr S. Jasper	(SJ)	(from C182)
	Cllr S. Luck	(SL)	
	Cllr J. O'Brien	(JO'B)	
	Cllr R. Simmonds	(RS)	
	Cllr S. Watson	(SW)	

In attendance:

Dist. Cllr T. Knight	(arrived during item C188 and gave updates on several issues)
Mrs C. Griffin, Clerk	(CG)
Lt. Col. W.R. MacDonald RE, Carver Barracks	(WM)
Mr. P. Moxham, Carver Barracks Representative	(PM)
2 members of the public	

As the Chairman. Cllr A. Tetlow was unable to attend the Vice Chairman, Cllr R. Forster took the chair.

The Chairman welcomed everyone to the meeting.

15/180 Apologies for absence

Apologies were received from Cllr A. Tetlow (private commitment). Dist Cllr T. Knight will be attending in between two other meetings and has asked for permission to give updates on a number of items.

15/181 Public participation session (15 minutes available if required)

No matters were raised by members of the public present.
Cllr Luck said he would like to go back to the public session when Cllr Jasper was present and when he was in receipt of a letter he had written which he wished to raise as a resident. CG pointed out that once the public session has closed residents should not take part and asked if this could be raised under 15/204

15/182 Declaration of interests relating to items on the Agenda

No interests were declared.

15/183 To approve and authorise the Chairman to sign the Minutes of the Meeting of the Council held on 7th January, 2015

After adding an additional sentence to 15/163, it was resolved that the Chairman should sign the Minutes as approved.

Proposed: RF	Seconded: SJ	All agreed
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15/184 To receive an update from the Parish Clerk

CG reported:

- A letter of thanks was sent to Tony Kriehn at Carver Barracks.
- The date for the March meeting has been changed to the 11th and the Village Hall has been booked for Wednesday 15th April for the Annual Assembly. I have also made provisional bookings for the Village Hall on the second Wednesday in May and the first Wednesday for the rest of the year with the exception of August.
- The Village Shop Committee are very happy with the new light and I have said the PC will reimburse the cost of the electricity this month and continue paying this annually.
- A booking has been made for JO'B and SL to attend the RCCE event on 26th February.
- Jeanette handled the response to the UDC Gypsy and Traveller consultation and this has been submitted to UDC,
- You are now receiving the weekly crime sheets and you will receive details of funding opportunities from CVSU.
- More Army vehicles have been coming through during recent weeks. WM and Glen Hartwell from Carver Barracks came to see me last week and they are investigating alternative routes. WM advised that they do not have any control over the drivers of the vehicles. Instructions are issued for every convoy but there is no risk assessment. In the unfortunate event of vehicles breaking down, vehicles from Carver Barracks would be used. Dist. Cllr Knight advised that ECC are carrying out an assessment, looking into whether the bridge can be strengthened and if there is in fact a weight restriction as Wimbish PC have said there is no restriction. She also suggested that if plenty of advance notice was given residents could be asked to park more considerately.
- The cycle ride will be taking place on 6th September but they will be assembling at Carver Barracks this year therefore will not need to use the car park.
- The resident of Church Lane who applied for planning permission has asked me to inform you that she feels a meeting was held to discuss her application prior to the Council meeting, the decision making process was flawed, there has been a cover up and she has been sent an incomplete set of emails. Members confirmed that no meeting was held before the PC meeting and no more time should be spent on this.
- I received some more pictures of byways at Debden Green which have been sent to ECC. Also a reminder about a broken bridge at Debden Green which has been sent to the Footpath Warden.
- The salt bin at the churchyard car park has been inspected and does not meet the criteria. ECC will continue to monitor.
- An official request for an additional bin at Highfields needs to be sent to the Local Highways Panel.
- It is understood the VAS sign is not working properly and will be reported to ECC.

15/185 To consider a proposal from the Parish Pump group to organise the 2015 Annual Assembly

The editor of the Parish Pump who was present at the meeting reported that they were willing to organise the meeting, subject to confirmation following their meeting on Monday, 9th February. Details were given of plans for a slightly different meeting this year to try and encourage more people to attend. A more detailed proposal has been sent to CG. CG said she had not heard of this being done before but if the Chairman of the PC is present he should chair the meeting. CG to contact EALC regarding this.

15/186 To agree a date and discuss arrangements for the Annual Assembly

The Hall has been booked for Wednesday, 15th April. Arrangements will be made by the Parish Pump group. The Army will be giving a presentation on 18th February and a reminder will be given at this event.

15/187 To discuss problems relating to drains in several areas of the village and consider submitting a formal complaint to ECC

Following the meeting last month CG made a further complaint concerning the drains in Thaxted Road, Ref. 2374117. SL also contacted ECC and the matter has now been passed to the engineering team.

A further complaint has been received from Debden Green and this will be reported as soon as details of location and photographs are received. Another complaint was reported near the entrance to Debden Manor and following a discussion with Cllr Tetlow, ECC have been contacted, Ref. 2381782. These can all be tracked on the ECC website and CG will continue to chase them.

15/188 To consider submitting a request to ECC to instal a lay-by at Smiths Green

SL reported that the verges are cut up near No. 18 Smiths Green and also by the post box. CG said she has spoken to one of the nurses who visit No. 18 and she will report back to her company and ask them to put a note on their records. RF reported that he spoke to ECC last year and was advised that they are unable to fund this and did not want to create a lay-by on a main road, but were not averse to the PC or residents creating a hard run off at right angles across the grass verge. Members felt that if a new lay-by could accommodate the white van which parks in Thaxted Road it would be most helpful. This issue has been taken up with the Police but they will not take any action because it is not parked illegally. A resident present at the meeting said vehicles in 30mph limits do not have to have lights and the Police would only get involved if it was considered dangerous.

It was agreed that a request will be made to the Local Highways Panel to make the area currently used for parking outside Nos. 10-14 into an official lay-by. CG will forward a copy of the form to SL.

15/189 To discuss a complaint received concerning parking in the centre of the village and speeding issues.

CG has received a complaint concerning the cars parked along the High Street from the Plough to past the junction with Deynes Road. The resident present advised that they would have to be deemed to be in a dangerous position before the Police would

take any action and they would be dealt with on a case by case basis. If vigorous enforcement was started the majority of the cars would be committing an offense. There is little point in putting in restrictions if you cannot enforce them. It was suggested that the person who had made the complaint should write a letter to the Parish Pump.

It has also been reported that traffic speeds through the village and it is believed that a number of these cars are going to the Gospel Hall in Debden Green. The Speedwatch team is aware but can only operate in designated areas, however they will organise a session on a Sunday morning. The Police have also been contacted for assistance. CG will write to the Gospel Hall concerning this.

15/190 To receive an update following notification from ECC to temporarily close the High Street from the junction with Deynes Road to The Close.

CG has been in touch with ECC and as it stands at present the road will be closed from 8.00am on Monday 16th February. Dist. Cllr Knight said she cannot understand why they need to close the entire road and Cllr Simon Walsh is asking for this to be reviewed.

15/191 To receive an update on the footpath cutting

Following the last meeting CG has been in touch with the Footpath Warden, Nicola McCahill and she is happy to continue as Footpath Warden. It was pointed out that some confusion has arisen because CG was asked to contact our County Councillor and also obtain quotes for the footpath cutting. It would be preferred if all footpath matters could be handled by the Footpath Warden. Nicola has been informed that it is unlikely the PC will receive funding for footpath cutting and therefore feels it is unfair to waste contractors time preparing quotations. CG spoke to the contractor who worked for the PC many years ago and he will need a marked map showing which paths the PC would like him to quote for and when they would like the cutting to take place. A copy of the footpath map was sent to SL. CG will contact the Footpath Warden again and explain the situation.

Dist Cllr Knight reported that she has been pushing to get work done on the bridleway which goes through the Riding Centre at Debden Green and comes out at Pepples Farm, Wimbish. Unfortunately this was not included on the trial for closure during the winter months. Some remedial work may be carried out but it would be helpful if Debden PC could chase this.

15/192 To receive a report on the Community Payback Scheme

RF reported that the group came to the village on Sunday 4th January. They worked hard and you can see the heap of cuttings left on the recreation ground. They used the pavilion and we provided them with refreshments. CG has contacted the organiser and thanked him and he will be back in touch in a few weeks time to arrange a second visit to complete the work on the footpath from the recreation ground to the allotments and at the back of the houses in Deynes Road.

The Rangers came to the village today, 4th February, and cut the verge at the front. CG will send a letter of thanks.

15/193 To receive an update on the Recreation Ground car park

RF reported that the Army arrived with their equipment and hardcore, filled the potholes and put planings on top. There is still an area left and they will come back in due course to finish this. The entrance near the road was really bad so this was concreted and the walkway to the playground was extended for the children. A letter of thanks will be sent to Eldon Millar.

15/194 To discuss reviving the past project to extend the Recreation Ground car park by obtaining and installing a culvert in the ditch currently owned by Yuva

RF reported that some years ago he looked at installing a culvert in the ditch for drainage into the pond in order to enlarge the car park. It was envisaged that this could be used by the School to double park. It was discovered that Yuva owned the ditch but at the time they were prepared to let the PC adopt the area as Common land. However, various issues arose and they decided not to proceed. RF suggested making contact with Yuva again. It was agreed that RF should raise this matter with Yuva again and report back at the next meeting.

15/195 To receive a report on the condition of the Pavilion and agree to inform the Football Club that this needs to be cleaned up

SW explained that the person who cleaned the pavilion for the Football Club has moved away from the village. It is the club's responsibility to leave the pavilion clean and tidy and she will deal with it.

15/196 To consider installing a Defibrillator in the village

The installation of a Defibrillator was discussed a few years ago and Dist Cllr Knight advised that at the time Debden and Wimbish PC's felt the funding from her DC allowance should be allocated to the First Responders in Thaxted.

SL has made some enquiries and should be able to get hold of three defibrillators free of charge. Carver Barracks would like one in the Guard Room (Tony Dale would take responsibility for this) plus a machine for Debden and one for Wimbish. SL will endeavour to obtain three machines and find out what else is required to install these and any maintenance/servicing contracts etc.

15/197 To review the Allotment contract, receive an update on letter sent following the last meeting, and further action required to ensure full tenancy for 2015.

JO[B has been through the agreement and tidied it up and it is now in line with the PC's financial year. One further amendment is necessary to prevent tenants exchanging plots between themselves. When this has been done the new revised contract will be circulated and approved at the next meeting.

CG has written to the tenant of No. 10 but has not received a reply; the tenant of No. 16 has confirmed that he will be clearing his plot as soon as the weather improves. As soon as the new contract has been approved CG will get this signed in respect of Plot 29.

15/198 To receive an update on the UDC Local Plan

There has been one meeting of the new UDC Planning Working Group. CG will notify members of the date of the next meeting.

15/199 To discuss a request for an additional Trustee for the Bathurst Charity

RF advised that at the last meeting of the Bathurst Charity he was asked to include this on the agenda. Currently there are six people on the Committee which is quite sufficient. However, if any members would like to join please contact him.

15/200 To discuss making provision for a Community Fund

JO'B suggested that the PC set up a Community Fund as funding may be required in order to apply for grants and if it was agreed to put aside a set amount per year this would build up a fund for use in the community. CG will discuss this with the Auditor when they meet at the end of this financial year. SL advised that there is still some money in the Residents Fund, details will be provided. Perhaps 10% could be ring fenced in case we need to renovate the Village Hall.

RF pointed out that the PC owned a number of depreciating assets and should allocate any additional funds to its reserve proportionately for unfunded maintenance or replacement.

CG will discuss this with the auditor when they meet at the end of this financial year and obtain some guidance on splitting up the funds in the Business Reserve account into different sections. CG will also speak to the Auditor about ownership of the Pavilion.

15/201 To discuss planning applications received

The following application has been unconditionally approved:

UTT/14/3657/HHF Glebe Cottage, Water Lane. Retrospective application for amendments to previous application approved.

UTT/14/3489/HHF Brocton's Farmhouse - withdrawn

The following applications were received, no comments submitted

UTT/14/3821/FUL Hamperden End, Henham Road

UTT/15/0122/HHF New Hamperden Hall Bungalow, Hamperden End.

15/202 To approve Accounts for payment

C. Griffin	£390.93	Net salary + expenses (Jan)
R. Forster	£49.72	Gatepost for Allotments
R. Forster	£39.60	New letterbox
M. Griffin	£92.00	New light fitting on Shop
Debden's Village Shop	£25.00	Electricity for PC light on Shop
Sarah Jenkins	£260.00	Commemorative Plaques
R. Foster	£71.88	Concrete for car park
R. Forster	£12.36	Sharpening chainsaw and petrol (Clearing Rec. Ground)
C. Griffin	£8.93	Coffee, Tea, Biscuits etc., for Community Payback

15/203 Items for next agenda

To discuss arrangements for the Annual Assembly

To receive an update on the project to extend the Recreation Ground

To receive an update on installing a Defibrillator.

To approve the Allotment agreement

To discuss the CCTV maintenance review

To discuss the 2015 Best Kept Village competition

To receive an update on the Accounts at the year end.

To decide whether the letter received from the Chairman of the UDC Standards Board dated 11th December should be published.

15/204 To discuss Urgent matters of interest to the Parish

204.1 JO'B will review the current football contract and report back at the next meeting.

204.2 CG will open a trade account with Ridgeons.

204.3 CG advised that a report had been made to ECC regarding the condition of the road at the bottom of Rook End Lane. ECC has now advised that the carriageway stops at Rook End Cottage and the rest is a private road. RS confirmed that this was correct.

204.4. SL advised that the commemorative plaques for the Best Kept Village Award 2013 will be fixed to the Village Shop.

204.5. SL read out a letter, pointing out that he was speaking as a resident. He had hoped to read this out under public participation but unfortunately the letter was not to hand at that time. Following discussion it was agreed that the PC would decide at the next meeting whether or not to publish the letter received from Cllr Mark Lemon, Chairman of the UDC Standards Board.

15/205 Date of next meeting

The next meeting will be on Wednesday, 11th March at 8.00pm in the Memorial Hall

The meeting closed at 10.04 pm

Signed..... (Chairman)

Dated: 11.03.15