

DEBDEN PARISH COUNCIL

MINUTES OF THE MEETING OF DEBDEN PARISH COUNCIL HELD ON
WEDNESDAY 6TH JULY, 2016 AT 8.00PM IN THE MEMORIAL HALL,
DEBDEN

<u>Present:</u>	Cllr R. Forster	(RF)	(Chairman)
	Cllr E. Blackie	(EB)	
	Cllr S. Luck	(SL)	
	Cllr A. Tetlow	(AliciaT)	
	Cllr S. Watson	(SW)	

In attendance:

Mrs C. Griffin, Clerk	(CG)
Mr. O. Camp	Chairman of Debden Village Shop
2 members of the public	

16/039 Apologies for absence

Apologies were received from Cllr A. Roper (business commitment) Cllr A. Tetlow (on holiday) Dist Cllr T. Knight.

16/040 Declaration of interests

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

No interests were declared.

16/041 Public participation session (15 minutes available if required)

No issues were raised.

16/042 To discuss ways of assisting the Village Shop with the Chairman of the Shop and consider making a donation

Mr. Camp, Chairman of the Village Shop, reported that the Shop made it's first profit in May. In terms of assistance/donations, the Shop needs (a) more people to use it and (b) more people to volunteer to man the Shop as on occasions it has had to close as it has not been possible to get people to cover a shift. At the moment the Shop has 10/11 volunteers covering the various shifts.

EB asked if the Shop accept direct debits. Mr. Camp said the Committee have discussed this but, having introduced some new lines, are quite optimistic that the situation will improve.

16/043 To receive reports from District and County Councillors

No reports received.

16/044 To approve and authorise the Chairman to sign the Minutes of the Meeting of the Council held on 1st June, 2016

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

Proposed: EB

Seconded: AT

All agreed.

16/045 Chairman's Report

No report from the Chairman

16/046 To receive an update from the Parish Clerk

The Clerk highlighted the following matters:

- After the last meeting I contacted Affinity Water regarding the state of the road at Hamperden End. They advised that damage could be caused by a number of vehicles and organisations and therefore they cannot be held responsible for any damage caused to the road. The planning permission includes a condition that traffic has to follow a specified route. I also contacted Abbey Homes and Crest Nicholson, the developers who built the new homes in Henham, but did not receive a response.

- I wrote to Cty Cllr Simon Walsh reporting that the Council is disappointed with the service from ECC. I mentioned the problems at Newport Road, Hamperden End, Ivy Todd Hill and Rook End Lane. Also, mentioned the closure of byways and included an email received from one resident suggesting the byways should be closed over the winter and the funding currently allocated to byways should be spent on repairing the roads. The Clerk pointed out that Cllr Walsh had suggested attending the Local Highways Panel; the next meeting is in September.

If Cty Cllr Walsh does not reply to the letter, the Clerk will send a copy to the Parish Representative on the LHP.

- Two new tenants have taken on an allotment plot but there are still several plots vacant. I am still chasing several people who have not paid.

- The new seat was ordered from Cotswold Stone but it requires a new base which the Chairman is dealing with. I have been asked if we will have some form of official opening.

- I contacted our local police officer regarding the Polish footballers. He suggested we should speak to them and ask for their insurance, if not forthcoming arrange for our solicitor to send a letter. It was reported that they have not used the recreation ground for a few weeks.

- Concern has been expressed regarding cars parking on the triangle and verges at Debden Green. I have spoken to several people concerning this and it has not been a problem previously. I have asked ECC to do a record check in order to establish who is responsible. At present it is cut by a Debden Green resident. The PC did not consider parking on this area is a problem and this complaint will not be pursued.

- I received a report on an alleged breach of planning control from UDC Enforcement Dept regarding a garage extension at Henham Farm at Hamperden End. An inspection was carried out by UDC and the file has now been closed.

- I have also received a complaint about the fence that has been erected in Thaxted Road, on the plot of land adjacent to Ashvale. ECC have been asked to do a record check. I have also reported a missing sign.
- We have received notification of an increase in the price of lamps from A & J Lighting, effective 1st July.
- The 2016 AGM of the RCCE is this evening
- There is an UDC Forum in October and items have been requested for the agenda. Please let me know if you can attend and if you have any points for the agenda.
- I have received the forms for the UDC Community Achievement Awards.
- I have posted a notice concerning Dart (Demand Responsive Service), Dist Cllr Knight mentioned this some time ago. I have asked the Parish Pump to include details when they have space.

SW reported that a complaint has been received concerning parking in Deynes Road. A note will be included in Parish Pump asking residents to park sensibly and considerately, and ensure there is sufficient space to allow access for emergency vehicles.

SL reported further problems with drains - one in the High Street and another in Thaxted Road. These will be reported to ECC again.

16/047 To receive an update on the Essex Village of the Year Competition

SL had nothing to report. The Clerk advised that the AGM of RCCE was scheduled for this evening, 6th July.

16/048 To review the Parish Council's Standing Orders and agree any changes following the circulation of the NALC Standing Orders

The Clerk will ask AT why the PC did not adopt the standard NALC Standing Orders initially and report back. In the meantime members should look through both documents again and notify the Clerk of any additions in order that the NALC Standing Orders can be officially adopted in September.

16/049 To discuss and agree a co-option policy

A draft co-option policy, drawn up by LCPAS, was circulated before the meeting. The Clerk advised that the EALC recommendations are shorter and agreed to simplify the LCPAS document. A draft will be circulated for comments before the next meeting.

16/050 To review the PC's Insurance Policy (expiry date 30th September 2016)

The Clerk will contact the Insurance company and check that the aerial runway and basket ball net are included in the policy. A quotation will also be obtained for the items which are listed as "self insured" on the policy.

16/051 To discuss the Internal Auditor's Report

The Chairman will meet with AT and the Clerk, discuss the report and include an update on the September agenda.

16/052 To review the 2016/17 Budget

The budget/actual figures for the first three months of the year had been circulated prior to the meeting. The fixed term contract with E-on for electricity in the pavilion will be renewed.

16/053 To approve Accounts for payment

The following cheques were approved for payment:

LCPAS	£25.00	Chairman's Course
LCPAS	£100.00	Annual Membership
Springwell Nursery	£6.89	Ant Stop Granules
Springwell Nursery	£170.14	Geraniums and Baskets
R. Forster	£13.98	Compost for tubs
C. Griffin	£388.87	Net salary + expenses (June)
C. Griffin	£229.90	Weedrake and Weedrazor (for pond)
Cotswold Teak	£432.00	New Windsor bench (to commemorate the Queen's 90 th Birthday)
R. Forster	£18.10	Aquatic baskets for pond
HMRC	£271.80	PAYE (April/May/June)
Debden Village Hall	£68.00	Hire fee (April/May/June)
Ridgeons	£18.58	Concrete (repairs to playground)

16/054 To discuss planning applications received

The following application has been received, no comments submitted:

UTT/16/1358/LB Hortons.

Replacement of Utility Room Windows

The following application has been conditionally approved:

UTT/16/0657/HHF Broctons Farm

UTT/16/0672/FUL Reservoir, Chickney Road

UTT/16/1147/HHF 4 School Cottages

The following application has been refused:

UTT/16/0351/FUL Sibbards Farm

16/055 To discuss any Urgent matters of interest to the Parish

55.1 SW offered to tidy up the notice board by the pond and remove the posters from the side facing the road.

55.2 The Footpath Warden will be asked for a list and map of footpaths which ECC are scheduled to cut this year.

16/056 Items for next agenda

To adopt the NALC Standing Orders.

To approve revised co-option policy

To receive an update on the Auditors Report
To approve the PC's Insurance Policy
To receive items for the agenda for the UDC Forum

16/057 Date of next meeting

The next meeting will be held on Wednesday, 7th September at 8.00pm in the Village Hall.

The meeting closed at 9.15pm

Signed.....(Chairman)

07.09.16