

DEBDEN PARISH COUNCIL

MINUTES OF THE MEETING OF DEBDEN PARISH COUNCIL HELD ON WEDNESDAY, 7TH JANUARY IN THE MEMORIAL HALL, DEBDEN.

<u>Present:</u>	Cllr A. Tetlow	(AT)	(Chairman)
	Cllr R. Forster	(RF)	
	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)
Mr. P. Moxham, Carver Barracks Representative	(PM)
1 member of the public	

14/155 Apologies for absence

Apologies were received from Dist Cllr T. Knight and Cty Cllr. S. Walsh. Reports have been received from them and will be circulated.

The Chairman welcomed Mr. Phil Moxham. Carver Barracks Representative, to the meeting, who has replaced Tony Kriehn. PM advised that 33 Engineer Regiment will be supporting Debden PC in future and he should be able to give clear advice straight away. A letter of thanks will be sent to Tony Kriehn thanking him for all his help and support over several years.

14/156 Public participation session (15 minutes available if required)

A resident suggested that as there has not been a very high turnout at previous Annual Assemblies and to make it more interesting, the Annual Assembly should be organised by other groups in the village on a rotating basis. The resident, who is an Editor of the Parish Pump, will discuss this with the Parish Pump Committee and, subject to their approval, would be willing to organise the meeting this year. The resident will come forward with a proposal for the next meeting.

The PC will be discussing arrangements for the Annual Assembly at the February meeting and this will be considered.

14/157 Declaration of interests relating to items on the Agenda

SL declared a non-pecuniary interest in 14/165.

14/158 To approve and authorise the Chairman to sign the Minutes of the Meeting of the Council held on 3rd December 2014

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

Proposed: RF	Seconded: SJ	All agreed
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14/159 To receive an update from the Parish Clerk

CG reported:

- Following the last meeting she received an email from the resident of Church Lane requesting clarification that the copies delivered to her were the only emails that had been exchanged. It was confirmed this was correct.
- One resident forwarded a copy of an email she had sent to UDC requesting clarification on a number of points relating to the planning decision for the new houses in Church Lane and a copy of their reply.
- A further email was sent to the Footpath Warden regarding the quotations for cutting the footpaths but no reply to date. As suggested at the last meeting, CG will inform the Footpath Warden that she will obtain quotes from two contractors.
- Cty Cllr Simon Walsh was contacted regarding the Byways and a report has been requested on the pilot scheme when the results are available.
- Cllr Walsh has also been asked if there is any news on grants for footpath cutting.
- Following the newsletter from ECC, an additional salt bin at Highfields has been requested. A new salt bin has also been requested on the car park at the Church, Ref 2376649.
- A complaint was received from a resident about the state of the road at the bottom of Rook End Lane. Reported to ECC, Reference 2373890 and also asked Cllr Walsh if he could assist.
- A further complaint was made to ECC regarding the drains in Thaxted Road, Reference 2374117.
- There is no news from the Rangers regarding cutting the grass in Mill Road. RF has spoken to them and a reminder has been sent. They now have a tractor and flail which should assist them with hedge trimming.
- Several calls were received regarding the application which the Plough has made to extend the opening hours including the provision of recorded music. They were advised to send their comments to UDC.
- A letter was sent to Carver Barracks confirming support for the Sports project.
- E-on can now install the Smart meter in the pavilion. CG and SW will arrange for this to be fitted.
- The ECC consultation on Passenger Transport should be available shortly.
- The revised Asset schedule was sent to the Insurance company and the new schedule and policy has been circulated.

15/160 To review hiring charges for the Allotments

RF said Saffron Walden is charging £23.00 - £25.00 per plot

It was proposed that from 2016 charges should be increased to:

Single plot	£25.00	(£20.00 plus £5.00 for water)
Single plot (senior citizens)	£15.00	(£10.00 plus £5.00 for water)
Double plot	£40.00	(£30.00 plus £10.00 for water)
Double plot (senior citizens)	£25.00	(£15.00 plus £10.00 for water)

Tenants will be notified of the increase when the Invoices are sent out in March, 2015.

The Allotment contract will be reviewed and in future the rental period will be in line with the PC accounting year.

Proposed: RF

Seconded: SL

All agreed

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15/161 To review hiring charges for the Recreation Ground

It was proposed that hire charges to the Tennis Club should be increased from £16.00 to £20.00 per annum.

The charges to the Rounders Team, namely £20.00 per annum, and the Football Club, namely £565.00 per annum, would remain the same.

Proposed: RF

Seconded: SL

All agreed

15/162 To discuss arrangements for footpath cutting

CG will initially contact the contractor used in the past and ask him to quote for cutting the paths which he did previously. Once this has been specified and a price obtained for one cut, another contractor will be approached.

15/163 To consider a contribution to funding the proposals to extend and make alterations to the interior of the Pavilion

SW advised that the PC supported the plans produced a few months ago and she is now applying for funding. SW pointed out that the Trustees of the Recreation Ground are responsible for maintaining the building and there is an expectation that owners of the building will contribute. The estimated cost of the extension and internal alterations is £60,000.00 and SW suggested that the PC set aside a considerable amount to cover this. Initially we need to submit a planning application but we have no funds to pay for it. The Football Club are the main users and their sponsors and other groups would be asked to contribute but the funding organisations expect the owners to pay in the region of 10%.

Questions were raised regarding the Recreation Ground Charity, the use of the additional space, the main users and funds held in the Business Reserve Account. The Trustees of the Recreation Ground should make decisions about the Pavilion and request co-operation/funds from the PC.

The Chairman asked if the Searle Trust had been approached but, to date, this has not been done. It was agreed that initially the Chairman would discuss the funding matter with SW.

15/164 To agree the Budget and set the Precept for 2015/16

Details of the proposed Budget and Precept forms were circulated prior to the meeting. The Budget was agreed at £16,428 and it was proposed that the Precept for 2015/16 should be set at £16,450 (£15,848 plus UDC grant £602).

15/165 To receive an update following the UDC Standards Committee Meeting on 13th October, 2014 and the reply received from Cllr. Mark Lemon.

The letter received from Cllr. Lemon was circulated to all members prior to the meeting and no comments were made.

15/166 To review the previous Code of Conduct and discuss Pecuniary Interests

SL reported that the matter was discussed at the last meeting. In 2012 the PC were informed that they had to adopt the UDC Code of Conduct. Two parishes in Uttlesford have not and deal with disciplinary matters themselves. It was suggested at the last meeting that we review the old Code of Conduct to see if the PC would prefer to use that, possibly, with some modifications and put in a system which would work.

The Chairman pointed out that in the end everyone is answerable to someone. JO'B
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felt the main difference between the two codes is “prejudicial” was used in the old code as opposed to “pecuniary” in the current one. Part of the section on interests was read and JO'B said she felt UDC should not monitor the PC setting the Precept but the PC should have an independent officer not ourselves. SW reiterated that 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.

The Chairman pointed out that if a similar situation as last year arose again, Councillors could vote but this could be legally challenged.

As the end of the current Council term ends in May this year, it was felt this should be discussed again when the new Parish Council is in place.

15/167 To receive an update on the MOD Covenant

Following the last meeting CG contacted the MOD in London, but as she could not inform them of the name of the person who should have received this, they were unable to help. She then spoke to Dist. Cllr Knight who distributed the document and she advised that this was brought to the Council meeting in January 2012 and the PC were asked to sign it as she wanted to return all the completed forms from the various village groups at the same time. As it was not signed until June it missed the deadline so there is little point in trying to locate it at this late stage.

PM said the Covenant is in fact a memorandum of understanding; there is no obligation to deliver certain things. It is just to integrate the military and for us it is an opportunity to offer support. As ECC and UDC signed this and the PC come under their umbrella there is no missed opportunity here.

It is understood that Capt. Tony Dale at Carver Barracks is now dealing with the matter.

Presentation, 18th February

PM advised that Lt. Col. Will McDonald will speak about the Barracks and give further information on (a) who we are and (b) what we do. We have quite a wide remit and do more than go to war; in the last year we have been in 22 different countries.

We will also give details of the Covenant and get a team together and ask them to do various presentations.

15/168 To receive an update on the Community Payback Scheme

RF reported that the group were due to come to the village on 4th December but their vehicle broke down. They arranged to come on 4th January but did not turn up. He received an apology the following day and was informed they had gone elsewhere. They should now be in the village on Sunday, 18th January.

15/169 To receive an update on filling the holes on the Recreation Ground car park

The Chairman advised that the area has been brushed and the holes can now be dealt with. PM said the Barracks may be able to help as they use it and he will do his best to get something done. The Chairman thanked him for his offer of help.

15/170 To approve the replacement of the PC's light on the Village Shop and agree to reimburse the Shop for the electricity

CG advised that some years ago the PC investigated the possibility of installing a lighting column on the verge near the entrance to the car park. In view of the exorbitant cost the PC at the time came to an agreement with the Shop Committee to fit a light on the corner of the Village Shop and reimburse the Shop for the electricity. It was reported in December that the light was not working and it was necessary to replace the light fitting. This now has an LED lamp and it is estimated this will use in the region of 150 units per annum.

It was agreed that a payment of £25.00 should be made to the Shop and this will be included on the next payment schedule and added to the action list so that it is not overlooked in future. CG will speak to the Chairman of the Shop.

15/171 To discuss attending the RCCE meetings, details circulated on 17th December

JO'B and SL will attend the event on 26th February at Manuden. CG will complete the booking form.

15/172 To receive an update on the Allotments and approve change of tenant for Plot 20.

Following the discussions under 15/161, the Allotment contract will be reviewed at the next meeting.

CG will write to the tenants of No.10 and 16 asking them to tidy up their plots. If this is not done by the end of March the Council will take these over. CG will also contact the resident interested in Plot 29. Vacant plots will be advertised and if necessary other Councils will be contacted to see if they have people waiting for allotments.

15/173 To receive an update on the UDC Local Plan

JO'B reported that the Inspector has told UDC to rethink; he did not consider that amendments would be sufficient. There was a meeting at UDC when a vote of “no confidence” in the UDC Leader was taken. Our District Councillor did not attend this meeting. RF advised that a working party has been set up which includes one member from the Residents for Uttlesford group. They will examine the points made by the Inspector and formulate ways of putting a new plan together. The Inspector has recommended they consider one or two single settlements but not at Elsenham.

15/174 To discuss the UDC Gypsy and Traveller issues and options consultation and agree a response

Although there is no reference to Debden or Debden Green in the consultation, it was agreed that a response should be sent. JO'B and CG will deal with this.

15/175 To discuss planning applications received

The following applications have been conditionally approved:-

UTT/14/3397/HHF - Debden Manor – Demolition and replacement of existing entrance.

UTT/14/3077/HHF - Newhouse Farm Cottages – Erection of replacement garage.

The following application has been received, no comments submitted:
 UTT/14/3489/HHF Brocton's Farmhouse, Rook End Lane
 UTT/14/3657/HHF Glebe Cottage, Water Lane

15/176 To approve Accounts for payment

The following cheques were approved for payment and signed:

C. Griffin	£387.07	Net salary + expenses (Dec.)
HMRC	£271.00	PAYE (Oct/Nov/Dec)
D. Haird & Co. Ltd.,	£384.12	Road Planings

15/177 Items for next Agenda

- To consider a proposal from the Parish Pump group to organise the Annual Assembly
- To agree a date and discuss arrangements for the Annual Assembly
- To receive a report on the Community Payback group
- To receive an update on the UDC Local Plan
- To consider submitting a request to ECC to install a lay-by at Smiths Green
- To consider installing a defibrillator in the village.
- To review the Allotment contract
- To receive an update on footpath cutting and discuss quotations

15/178 To discuss any Urgent matters of interest to the parish

178.1 The expiry date for planning application UTT/14/2563/FUL and UTT/14/2566/FUL (Deynes House) will be included on the Action list.

178.2 Contact details for Cty Cllr Simon Walsh - cldr.simon.walsh@essex.gov.uk, 01371 810451.

178.3 It has been reported that the verges are being cut up at Smiths Green by nurses who are parking their cars on the grass when visiting elderly residents. CG will speak to the agency. The PC will also consider making an application for a lay-by at the next meeting.

178.4 A request has been made for a defibrillator and this will be considered at the next meeting.

15/179 Date of next meeting

The next meeting will be on Wednesday, 4th February at 8.00pm in the Memorial Hall

The meeting closed at 10.10 pm

Signed..... (Chairman)

Dated: 04.02.15