

DEBDEN PARISH COUNCIL

MINUTES OF THE MEETING OF DEBDEN PARISH COUNCIL HELD ON
WEDNESDAY 7th OCTOBER, 2015 IN THE MEMORIAL HALL, DEBDEN

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

In attendance:

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

15/088 Apologies for absence

Apologies were received from Cty Cllr Simon Walsh

15/089 Declaration of interests relating to items on the Agenda

RF declared an interest in 15/106 as he is Chairman of the Tennis Committee

15/090 Public participation session (15 minutes available if required)

Residents raised the following issues:

- As the meetings of the Recreation Ground Trust are not open to the public could the Council please give an update following the report given at the last PC meeting.
- I am absolutely distraught at how our Parish Pump is being used as a “political animal”. The Council is handling the matter properly and it is being portrayed in a one sided way. My views, and the views of a great many other people in the village, are not being represented. The residents who I met in connection with the fund raising for the defibrillator box also felt they are not being represented. This village does want a new hall and wants the money spent wisely but it does not want it to interfere with the recreation ground. They want a replication of what we have here not in the proposed position. The referendum did not say that 74% of the village wanted the hall on a new site. Also, the village hall group is not being sensible about the village shop; it will go into oblivion if it is put in the proposed position and this could result in no village shop. These views are the heartfelt views of the village. I have been to the Council meetings and duly elected Councillors, the District Councillor and the Parish Clerk have been ridiculed. The village needs to know what the real agenda is; we need a new hall but do not need a monstrosity and the legalities should have been dealt with a very long time ago.
- These views were supported by another resident. The figures quoted are very misleading and the views should be impartial. The building should be what

people want and best value should be achieved. A single storey building should not be 8M in height.

- Another resident pointed out that the previous speakers had given one point of view. There are plenty of other people that agree with what has been written in the Parish Pump
- The Editor of the Parish Pump who was present said the village hall is in a different location following two years of consultation with the village and is the most suitable location in the opinion of the Village Hall Trustees and the Architect. The Trustees of the Village Hall have made the decision and it is too late to argue about the position. The process was carried out democratically and was overseen by the Rural Community Council of Essex. With regard to the biased comments in the Parish Pump, I would ask you to give me evidence of this; the comments were factual. The editorial is an opinion. If you disagree please write to the Parish Pump and we will publish your letter.

EB pointed out that the results of the survey did not establish that 74% of the village wanted the new hall on a different site. To conclude, the Chairman said all these matters should be debated at a Village Hall meeting.

15/091 To receive a report on the New Village Hall and details of a public meeting to be held on 26th October, 2015

SL thanked residents for their support and confirmed that the committee would listen to their views. The project is on target but there have been hiccups with conflicts of interest. The Village Hall Trustees are of the opinion that building could start in the Spring of 2016. They have engaged solicitors and the funding is coming in.

The public meeting will be on 26th October which is half term. A resident asked if there will be a form for people to feed back their views if they are unable to attend. SL confirmed that this would be available and there is an open invitation to everybody to come and help. If groups would like to write a summary that could be delivered with the Parish Pump.

The public meeting will include a brief review, details of all the milestones, and plenty of time for questions.

15/067 To receive a Report from Dist. Cllr Tina Knight

Cllr Knight reported that:

- She had a meeting with the Logistics Manager from ECC regarding the buses, two members of the parish attended. Service No. 5 is not affected but many of the local buses will be dropped. A DRT system will be introduced which will be similar to a taxi service which you can book for trips within the Uttlesford and Braintree areas. This may work for groups but bookings have to be made two hours beforehand. The service will be free to residents with bus passes.
- She will be organising a Community outing in November to Scotsdales, which she will pay for from her UDC funding.

15/093 To approve and authorise the Chairman to sign the Minutes of the Meeting of the Council held on 1st July, 2015

CG confirmed that the Minutes of the July meeting should definitely have been approved last month. They must not be carried over to the next month and any changes that were requested should have been proposed and voted on at the last meeting.

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

Proposed: RF Seconded: EB All agreed

15/094 To approve and authorise the Chairman to sign the Minutes of the Meeting of the Council held on 2nd September 2015

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

Proposed: RF Seconded: EB All agreed

15/095 To receive an update from the Parish Clerk

CG highlighted the following:

- The Rangers have been asked to cut the verge at the front of the hall and clear the vegetation from the sides of Church Lane
- The Buffy Bus is now coming to the village on Friday afternoons
- The contract with Spartak has been issued and signed.
- Simon Walsh has given an update about winter closures of byways. Phase 1 is an 18 month project which concludes on 31st March 2016. The data collected from the interim stage was encouraging and the initial analysis indicates that a second batch of byways should be piloted. Debden is not included in the second batch. These pilot schemes will assist in the production of a final report and provide the basis for byway policy.
- I have chased the reports on the drains at Purton End, Thaxted Road and Debden Green. They have all been inspected by ECC in September and recorded as having defects. They are now on a list waiting to be dealt with.
- The encroachment issue at Hamperden End is still ongoing.
- Sergeant Richards has been in touch with me and would like to attend the PC meeting in January to introduce himself and discuss any problems. In the meantime CG will send a reply to the recent survey regarding police numbers and the 101 service.
- Nicola Glading, previously with Suffolk Acre Insurance, is now working for another insurance company that specialises in Parish Council and Village Hall Insurance. She would like to meet with me before the policy is renewed next year. I would strongly recommend that the Council agrees to this.
- Nitrous oxide canisters have been found on the recreation ground and I have been asked if we can look at the CCTV. Unfortunately, we do not have the password to gain access. I have been in touch with the company as I was informed that nobody was aware of the password. A call out will cost £90.00 plus £45.00 per hour thereafter. SL said he has the password and will visit the Shop tomorrow.
- Roger and I attended the UDC Forum on 28th September. The topics were the Local Plan and Neighbourhood Planning. We will be advised of the next consultation on the Local Plan later in the year. UDC are looking mainly at the blue and brown areas on the plan (copy presented). Gt. Dunmow gave a presentation on their Neighbourhood Plan which to date has cost them £54,000 and they still need to hold the referendum.

ECC has a consultation on the local bus services, there is a poster on the board.

- Community Payback will be coming back to the village in November.
- I have received a request from a friend of the family to plant a tree in memory of Tony Hynes. This will be included on the next agenda.
- There are still some items to deal with on the Auditors report – one is my contract but I have spoken to Andrew about this and we agreed to wait until we hear from the Solicitor regarding the RGT. The other items will be included on next agenda.
- A note will be put in Parish Pump instructing residents to contact Cllr Forster if they are prepared to help with gritting certain areas in the village.

15/096 To discuss and agree a suitable date for EALC to come to Debden for a Councillor training session

CG will contact the Essex Association of Local Councils and request three or four evening dates, for someone from the Association to come to Debden.

15/097 To review the PC's Standing Orders and Financial Regulations

The current Standing Order are difficult to read. CG presented copies of the standard NALC standing orders which can be adapted. This was deferred and will be discussed with EALC at the training session.

15/098 To receive report on the Parish Pump meeting on 21st September

EB reported that:

- The Parish Pump is currently losing money.
- The search for a second editor has been unsuccessful. The current editor will not continue after the end of this year. Therefore, if another editor cannot be found the Parish Pump will be published every two months.
- The helpers' party was successful
- The Secretary and the Distribution Manager will be resigning at the end of this year.

15/099 To receive an update on the Defibrillator Cabinet

CG advised that the cabinet has been ordered but no arrangements have been made for fixing and wiring. CG was requested to organise this when the cabinet arrives.

CG explained that she has obtained the cabinet from SADS (Sudden Arrhythmic Death Syndrome) at a cost of £300, plus £40 carriage (originally we were quoted £600-£700). The reason for the variation in price is because SADS is a charity and is non-profit making whereas other companies supplying these cabinets are commercial businesses.

One of the residents who attended the training session will write a short article for the next Parish Pump giving names and telephone numbers of people who have been trained.

15/100 To approve the purchase of two new flower tubs and winter pansies

RF reported that he has obtained the pansies and it was agreed that two new tubs should be purchased. TK will supply contact details of a supplier for the tubs.

15/101 To receive an update on the planning application for the Pavilion

CG reported that following a visit to the UDC Planning Officer, SW was asked to supply further information. SW advised that this is now available so CG will visit UDC again with the details.

15/102 To agree procedure for monitoring the pavilion, including use of electricity and cleaning

RF reported that he has had to sweep out the pavilion on a number of occasions after football matches. We need someone to monitor it to make sure it is kept clean in accordance with the contract and ensure that the immersion heater is turned off. SW agreed to ask a member of the Football Club to be responsible for this.

It was agreed that consideration will be given to installing a coin meter after the refurbishment has been completed.

15/103 To discuss a request from Saffron Walden County High School to use the Recreation Ground for three football matches on Wednesday afternoons in October, November and December and, if approved agree appropriate charges and arrangements.

SW reported that an Under 15 team from Saffron Walden County High School would like to use the senior pitch on three Wednesday afternoons.

It was agreed that the pitch could be used and the charge would be £50 per game. The PC will need to see a copy of their insurance and actual dates should be advised. SW will obtain.

15/104 To discuss the emptying of the refuse bins on the Recreation Ground

SW said she has been emptying the bins for a considerable time and does not wish to continue. A note will be included in the next Parish Pump asking for a volunteer but if nobody comes forward the bins will be removed.

15/105 To approve the replacement of damaged parts on the aerial runway

RF reported that a bolt, metal post and chain link needs to be replaced on the aerial runway. The PC agreed that these items should be ordered and fitted as soon as possible.

15/106 To receive an update on the Tennis Court external fence, Public Liability Insurance and ROSPA Risk Assessment

RF advised that following the report at the last meeting the contractor has looked at the fence and the report has been received. The Committee has decided to pay for a ROSPA Inspection on the fence and then decide what needs to be done to restore the public liability insurance.

15/107 To receive an update on the Allotments

RF reported that the tree roots have been dug out and leveled and the top of another allotment has been scraped. The area will now make three small allotments which will be available for rent plus No. 8 and 17 are still available. A note will be included in Parish Pump and if these are not taken up they should be advertised in neighbouring villages. CG reported that she had recently contacted the tenant of plot No. 16 regarding the condition of his plot. At the end of the financial year he will be advised that the plot will be repossessed if it is not improved.

15/108 To discuss planning applications received

The following have been received:

UTT/15/2908/HHF Silver Gleam, Thaxted Road. No comments submitted.

The following application have been approved:

UTT/15/2149/HHF Little Garth, High Street

UTT/15/2142/FUL Debden Antiques, Elder Street

UTT/15/2557/HHF Woodruff Farm, Henham Road, Debden Green

The following application has been refused:

UTT/15/2334/HHF 1 Rose Cottages, Henham Road, Debden Green

15/109 To receive a report on the Audit for the year ended 21st March 2015

CG reported that the Annual Return has now been returned from the External Auditor and no queries or questions have been raised. The Chairman thanked CG for dealing with this. CG will now deal with the statutory forms and advise the Internal Auditor. It was confirmed that the Internal Auditor would be engaged for the next financial year.

15/110 To approve Accounts for payment

Springwell Nursery	£72.50	Violas for tubs
C. Griffin	£395.21	Net salary + expenses (Sept)
R. Forster	£5.00	Petrol for strimmer etc.
ICO	£35.00	Data Protection
CAS Ltd	£1,432.63	Insurance
PKF	£120.00	External Auditor
B. Griffin	£126.86	Web hosting (1 year) plus domain renewal (2 years)
HMRC	£271.80	PAYE (July/Aug/Sept)
W. Pallett	£240.00	Clearing tree stumps at Allotments
Essex Playing Fields	£30.00	2015 Membership
Ace of Spades	£156.00	Grass cutting (August)
Ace of Spades	£234.00	Grass cutting (September)

15/111 To discuss any Urgent matters of interest to the Parish

111.1 The Chairman confirmed that the Recreation Ground Trustees are awaiting a letter from the Solicitor regarding the legalities and expect to receive this in the next few days.

15/112 Items for the next agenda

To receive a report on the Recreation Ground Trust meeting

To receive a report on the Village Hall meeting

To consider a request to plant a tree in memory of Tony Hynes.

15/113 Date of next meeting

The next meeting will be on Wednesday, 4th November at 8.00pm in the Village Hall.

The meeting closed at 9.20pm.

Signed..... (Chairman)

Dated: 04.11.15.