

LITTLE BADDOW PARISH COUNCIL

ORDINARY MEETING – Thursday 6th December 2007

An Ordinary Meeting of the Parish Council was held in The Memorial Hall on Thursday 6th December 2007. The Meeting commenced at 7.30 p.m. Those present were:-

Mr J Robinson - Chairman
Mrs M Buckley Mr T Clayton
Mr. K. Ferguson Mrs C Hodgson
Mr S Johnson Mrs J Rigler **
Mr T J Thorogood Mrs J. Roberts
** Left meeting at 9pm

In attendance: Mr R Shepherd MBE (Clerk) Members of the Public 10

160/07 DECLARATIONS OF INTERESTS

None.

PUBLIC QUESTION TIME

The meeting was closed from 7.37pm to 7.45pm

161/07 MINUTES

It was proposed by Councillor Ferguson and seconded by Councillor Thorogood that the minutes of the meeting held on 8th November 2007 should be accepted as a correct record with an emendation at 149(07) 3rd paragraph, 3rd line to read '*consider whether we wish to modify the letter*'

162/07 MATTERS ARISING

153/07 – Refuse Bins – it was agreed that two Slatted Square Open Top Litter Bins should be purchased at a cost of £116.50 each.

Aldermanburgh Green – it was agreed that estimates should be obtained for the felling of the Sycamore Tree and the Leylandi Tree.

Holybred Wood – the representative of the Forestry Commission had agreed that the two trees could be pollarded to a level of 6 feet; the Clerk will liaise with the Warden on the best way forward. The Warden had also raised the question of completion of the coppicing; the Clerk will make enquiries of the Contractor.

155/07 Spring Close Play Area – the Chairman had spoken to a possible Chairman and was awaiting a response.

163/07 CONDUCT OF COUNCILLORS

The Chairman expressed his concern over the conduct of some councillors at the conclusion of the last meeting, he stated that all councillors should discuss and debate with decorum and treat one another with respect as recommended in The Code of Conduct. Councillor Ferguson unequivocally apologised for his conduct.

A number of suggestions were forthcoming which the Chairman will consider.

164/07 RESIGNATION OF A COUNCILLOR

Councillor Clayton announced that he was resigning from the Council and handed his written resignation to the Clerk.

165/07 PLANNING APPLICATIONS

Application No.	Name of Applicant	Nature of Proposed Development	Result
07/02140/FUL	Mr. S Hill	Crosstrees Fir Tree Lane Single Storey Front and Side extension	No Objection
07/02229/FUL	Mr. & Mrs. S Hawkins	Blakeswood Hill Parsonage Lane Demolition of existing Conservatory, single storey front extension and single storey rear extension with balcony above	No Objection

Planning - Correspondence:

Writer	Subject	
Little Baddow Conservation Society	Village Green	It was noted that the Society now objected to the application.
Mrs. M Enefer	Correspondence from CHP re Garden Licence	It is understood that consultations will be taking place between all parties
Go East	Consultation on East of England Plan	Councillor Ferguson
CBC TPO/2007/160	Land on the West side of North Hill	Noted
CBC TPO/2007/129	Land on the west side of North Hill	Noted
CBC TPO/2007/129	Land opposite the Willows North Hill	Noted

166/07 GENERAL CORRESPONDENCE

Writer	Subject	Result
1. RCCE	Best Green Village	The Clerk will write to Mrs. Martin.
2. ECC	Public Transport Information Highways Functions Holybred Lane-White Lining	Noted. Noted. Councillor Ferguson
3. Mrs R A Byrne	Road Safety	Councillor Roberts
4. CHP	Grant for Spring Close Play Area	Noted, the Council agreed the Conditions.
5. Making the Links Local Area Agreements	Workshops on 16 th January 2008 at Essex Records Office 6.30pm-8.30pm Wednesday 30 th January	Noted

	Danbury Meeting Room 6.30pm-8pm	Noted
6. Danbury Parish Council	Danbury Times	It was agreed that a similar magazine should be prepared by the Council to be distributed in the Autumn.
7.EALC	1. Raise the Profile of the Council 17 th January 9.30am-12noon 2. Councillor Training Day 24 th January 9.30am-3.40pm 3. Health & Safety 1 st February 9.30am-5pm 4. Chairman's Day 28 th February 10am-3.30pm	Noted Councillor Hodgson Noted. Noted.

167/07 PAYMENT OF ACCOUNTS

It was proposed by Councillor Ferguson and seconded by Councillor Buckley that the accounts are passed for payment

PAYMENT OF ACCOUNTS 6th December 2007						
Cheque	Payee	Description	Subject	Cost	VAT	Total
**DD	Talk Talk	General	Telephone	£ 25.30	£ 4.42	£ 29.72
**DD	CBC	Memorial Hall	Rates	£ 103.00		£ 103.00
4322	Mrs M Jarvis	Spring Close	Salary	£ 31.44		£ 31.44
4323	Mr R J Shepherd	General	Salary	£ 564.05		
"	"	General	Stationery	£ 11.06	£ 1.94	£ 577.05
4324	Mr. J Sheriff	Memorial Hall	Salary	£ 452.89		
"	"	"	Telephone	£ 6.12	£ 1.07	
"	"	"	Expenses	£ 20.00		£ 480.08
4325	Ritchcomm Ltd	Pavillion	Cleaning	£ 175.25		£ 175.25
4326	R W Hardwicke	Memorial Hall	Maintenance	£ 48.00	£ 8.40	£ 56.40
4327	PC World	General	Computer	£ 389.32	£ 68.13	£ 457.45
"	"	"	Equipment			
4328	Lt.Badd.Hall Fruit Farm Ltd	General	Grasscutting	£ 521.00	£ 91.18	£ 612.18
4329	Women's Institute	Memorial Hall	Refund	£ 30.00		£ 30.00
4330	SLCC	General	Membership	£ 91.00		£ 91.00
4331	Mr M Heard	Memorial Hall	Licensing	£ 40.00		£ 40.00
DD	British Gas	Memorial Hall	Supply	£ 149.52	£ 7.48	£ 157.00
				£ 2,657.95	£ 182.62	£ 2,840.57

	Statement of Accounts	30.11.2007		RESERVES	
	Current Account	£ 3,218.38		Hall	£ 3,000.00
	Reserve	£ 5,360.66		Pavilion	£ 2,000.00
	Capital Reserve	£ 46,772.63		Spring Close	£ 10,000.00
	Total	£ 55,351.67		Clerks Reserve	£ 404.28
				EALC Reserve	£ 16,800.00
	Holybred Wood	£ 11,279.06		Total	£ 35,044.85
				Funds Available	£ 20,306.82
**	Paid outside of Council Meeting				
				Total	£ 55,351.67

Computer Equipment - Councillor Rigler raised the question of the purchase of Microsoft Office Software as she had been of the opinion that once the laptop had been purchased a free download of a compatible office suite could have been obtained. Council was of the opinion however that once she had decided not to purchase the equipment through her company the Council was left in the position that they did not have the necessary expertise and that the laptop should come fully downloaded with the relevant software.

168/07 REPORTS-HALL

Repairs to Windows – Councillors considered the two revised estimates submitted by:

(i) Supreme Installations and (ii) South Eastern Windows Ltd. It was proposed by Councillor Ferguson and seconded by Councillor Roberts that a working party consisting of Councillors Buckley, Hodgson and Ferguson should make enquiry into the suitability of the companies before a decision was made as to which company should be selected. That working party had delegated authority to select a company. The Clerk will then make arrangements for the repairs to be carried out.

169/07 SPORTS CLUB

Health and Safety – a tarpaulin now covered equipment which had given cause for concern. Shutters – these had now been repaired.

170/07 FINANCE

Clerk's hours - The question of the Clerks hours was discussed and it was proposed by Councillor Buckley and seconded by Councillor Johnson that as from 1st January 2008 the remuneration would be for 12 hours per week.

Salaries for Employees – would be increased in line with RPI from 1st April 2008.

170/07 BUDGET PROPOSALS 2008/2009

Councillor Ferguson discussed the proposals and circulated an amended budget. It was proposed by Councillor Buckley and seconded by Councillor Johnson that the budget be accepted.

171/07 PARISH ASSEMBLY

Members were asked to have their portfolio reports ready for the first meeting in January. In view of the fact that the Council hoped to issue at least two publications each year the format

may be able to be reduced for this publication. Councillor Robinson will enquire as to a possible speaker.

172/07 ANY OTHER BUSINESS

- (i) *Journal Article* - Councillor Ferguson had read an article in the Journal which related to a suggestion from a Danbury resident that highway 'calming' measures should be introduced in Little Baddow Road. The Council did not support this proposal and the Clerk was asked to liaise with Danbury Parish Council.
- (ii) *Footpath 3* - has been closed for 21 days for repairs.
- (iii) *Footpath Maps* – are well under way.
- (iv) *Sports Field* – it was noted that a letter had been received from a Mr. Nigel Jarvis.
- (v) A letter of thanks had been sent to Mr. McGuinness and the Chairman will write to Mrs. Ferguson.
- (vi) *Use of Hall* – it was agreed that as much notice as possible should be given when the Council require the use of the Hall when it had been hired.

173/07 DATE OF NEXT MEETING:
The meeting closed at 9.45pm

Thursday 3rd January 2008

Chairman
3rd January 2008