

## LITTLE BADDOW PARISH COUNCIL

An Ordinary Meeting of the Parish Council was held in the Memorial Hall on December 9, 2010. The Meeting commenced at 6:00pm. In attendance:-

Mr J Robinson - Chairman	
Mrs M Buckley	Mr K Ferguson
Mr S Johnson	Mr R Shepherd
Mr T Thorogood	
Mr R Upward (Clerk)	Members of the Public – none

Following the recent snow fall and the insurance query from a hirer of the Memorial Hall, it was agreed that Councillors Shepherd and Ferguson would complete a risk assessment of the car park with some urgency and put in place the appropriate actions. This will be reported at the January meeting.

### **217/10 APOLOGIES FOR ABSENCE**

Apologies were accepted from Councillors Hodgson and Roberts.

### **218/10 DECLARATION OF INTERESTS**

Councillor Ferguson declared a Personal and Prejudicial Interest in the agenda item related to payment for work on the Microsoft Access database. He left the meeting for the duration of the discussion on this item.

### **219/10 MINUTES**

It was proposed by Councillor Shepherd and seconded by Councillor Ferguson that the Minutes of the Council Meeting held on November 4, 2010 be accepted as correct record of the meeting. The proposal was carried.

It was proposed by Councillor Johnson and seconded by Councillor Ferguson that the Minutes of the Extraordinary Meeting of the Council held on December 6, 2010 be accepted as a correct record of the meeting. The proposal was carried.

### **220/10 MATTERS FROM PRIOR MEETINGS**

<b>Minute No/Date/Councillor</b>	<b>Subject</b>	<b>Status</b>
41/08(e) VDS issues March 6, 2008 Councillor Robinson	The Chairman and Councillor Jones are to meet with Conservation Society and Mr D Stebbing on May 7 to discuss upgrade of the VDS to an SPD>.	Councillor Robinson to contact Mr Rigler.
158/10 (7) "Bag it up" September 2, 2010 Parish Clerk	Arrange for "Bag it up" to install clothes collection bin at the Memorial Hall for a 6 month trial. Proceeds to Essex Air Ambulance.	Collection bin installed. CLOSED
202/10 Parish Website November 4, 2010 C'Ilors Ferguson/Shepherd	Implement changes to website:- - Home Page with photo competition - Control Panel for easy updating - Relocation of "quick links" - RSS feeds	Webology has made good progress on the work. Meeting to be arranged.

### **221/10 PUBLIC QUESTION TIME**

No members of the public were present.

## 222/10 DEVELOPMENT IN THE VILLAGE

Application Number	Name of Applicant	Location and nature of the Proposed Development to which the application relates	Result
10/01690/FUL	Ms G Taylor	7 Wickhay Cottages, North Hill, Little Baddow <b>Two storey rear extension</b>	No objection
10/01789/FUL	Mr A Beak	The Old Post Office, North Hill, Little Baddow <b>Single storey 2 bay oak framed garage to rear of property</b>	No objection Meacock & Jones to be informed.
10/01785/FUL	Mr & Mrs J McCarthy	Eaves Cottage, Wayside, Little Baddow <b>Two storey front extension with first floor dormer window to side and hip to gable roof extension.</b>	Objection
10/01829/FUL	Mr T Reagan	Bow Nea, The Ridge, Little Baddow <b>Replacement dwelling</b>	Objection

## 223/10 GENERAL CORRESPONDENCE

Writer	Subject	Outcome
1. CBC	Request for Precept Demand	AGENDA ITEM
2. LB Parochial Church Council	Donations for Wickhay Green and the Kitchen Fund	Noted
3. Essex Playing Fields Assn.	Awards for Sports Ground - Gold Award (Class 4) - Certificate of Merit (Class 2)	Councillor Shepherd. To be included in the Parish Newsletter.
4. Mr Jeremy Spencer	Compliment on new play area. Complaints about - Mud bath at Spring Close - Cycle competitions in the village	Parish Clerk to respond
5. ECC	Salt Bag Pilot Scheme	Noted
6. CBC	Guidance Notes for the May elections. Briefing sessions on Feb 1 & 3.	Noted. Parish Clerk to attend Feb 1 briefing.
7. CBC	Sport and Play Programme 2011	Councillor Hodgson.
8. Mr Derek Lusher, British Cycling Eastern Region	Removal of Little Baddow from the list of approved courses.	Noted. To be included in the Parish Newsletter.
9. ECC	Minerals Development Document – public consultation from Dec 9 to Feb 17. Drop-in session at Danbury Village Hall on Feb 1.	Noted
10. Journal of Local Planning	Annual subscription £50	Subscription for 1 year to be evaluated.
11. Big Lottery Fund	Jubilee People's Millions – competition for 60 awards of up to £60,000.	Noted
12. ECC	No refilling of salt bins until further notice.	Noted
13. ECC	The Queen Elizabeth II Fields Challenge.	Councillor Ferguson

## 223/10 GENERAL CORRESPONDENCE (cont)

Writer	Subject	Outcome
14. EALC	Two signatures on cheques – consultation runs to January 7	Councillor Ferguson
15. ECC	P3 Training request and work proposals	Councillor Robinson
16. ECC	Confirmation of Academy Order for King Edward's Grammar School	Noted
17. Essex Local Involvement Networks	Essex Neighbours and Emergency Planning	Councillor Ferguson

## 224/10 ACCOUNTS

PAYMENT OF ACCOUNTS - December 2, 2010						
Cheque	Payee	Description	Subject	Cost	VAT	Total
**DD	Talktalk	General	Telephone	£ 26.37	£ 4.62	£ 30.99
**DD	British Gas	Memorial Hall	Supply	£ 196.60	£ 34.40	£ 231.00
**DD	Information Comm.	General	Annual Fee	£ 35.00		£ 35.00
**0260	Mr R A Upward	General	Salary	£ 469.26		£ 469.26
"	"	WHPA	Padlock	£ 11.80	£ 2.07	£ 13.87
"	"	Memorial Hall	Supplies	£ 1.43	£ 0.25	£ 1.68
**0261	Mrs M Jarvis	Spring Close	Supervision	£ 32.73		£ 32.73
**0262	RitchComm	Pavilion	Cleaning	£ 181.70		£ 181.70
**0263	AtoZ Supplies	Memorial Hall	Supplies	£ 232.18	£ 40.63	£ 272.81
**0264	RBS Software	General	Maintenance	£ 89.00	£ 15.58	£ 104.58
**0265	Skippers	WGPA	Hedge cutting	£ 50.00		£ 50.00
**0266	Webology	General	Website	£ 60.00	£ 10.50	£ 70.50
**0267	Staples	General	Stationery	£ 159.92	£ 27.99	£ 187.91
**0268	SLCC	General	Membership	£ 118.00		£ 118.00
**0269	CBC	Pavilion	Refuse Bin	£ 91.08	£ 15.94	£ 107.02
**0270	LB Drama Group	Memorial Hall	Refund	£ 20.00		£ 20.00
**0271	Dolman's Music	Memorial Hall	Piano tuning	£ 30.00		£ 30.00
**0272	Essex & Suffolk Water	Memorial Hall	Water supply	£ 73.76		£ 73.76
**0273	Essex & Suffolk Water	Pavilion	Water supply	£ 74.86		£ 74.86
**0274	Essex & Suffolk Water	Pavilion	Water supply	£ 203.39		£ 203.39
**0275	Mr J Sheriff	Memorial Hall	Maintenance	£ 50.00		£ 50.00
0277	Essex Fergie	Memorial Hall	Caretaker	£ 602.93		£ 602.93
0278	Anglian Water	Memorial Hall	Sewage	£ 122.86		£ 122.86
0279	Anglian Water	Pavilion	Sewage	£ 191.01		£ 191.01
				<b>£ 3,123.88</b>	<b>£ 151.98</b>	<b>£ 3,275.86</b>

## 224/10 ACCOUNTS (cont)

	ACCOUNTS STATUS	30/11/2010	+/- vs prior	RESERVES	
	Current Account (NW)	£ 1,583.78	-£ 35.00	Hall	£ 9,000.00
	Current Account (B)	£ 14,715.52	-£ 9,915.14	Pavilion	£ 8,000.00
	Reserve (B)	£ 9,536.15	£ -	Clerks Reserve	£ 702.79
	Scottish Widows Bank	£ 5,808.66	-£ 30,000.00	EALC Reserve	£ 17,300.00
	Wickhay Green PA (B)	£ -	-£ 19,486.67	Kitchen Reserve	£ 3,612.88
	<b>Total</b>	<b>£ 31,644.11</b>	<b>-£ 59,436.81</b>	<b>Total</b>	<b>£ 41,891.53</b>
				<b>Funds Available</b>	<b>-£ 10,247.42</b>
	Holybred Wood (B)	£ 8,045.96	£ -		
				<b>TOTAL</b>	<b>£ 31,644.11</b>
**	Paid outside of Council Meeting				

It was proposed by Councillor Thorogood and seconded by Councillor Ferguson that the accounts are passed for payment. The proposal was carried.

Councillor Ferguson presented a paper on Planning Contributions for Local Amenities. It was agreed to put forward new swings and additional permanent seating for the Sports Ground as schemes to be supported by contributions from builders of new properties in Little Baddow.

## 225/10 BUDGET AND PRECEPT DEMAND FOR 2011/12

It was proposed by Councillor Thorogood and seconded by Councillor Buckley that the budget be accepted as presented. This includes a Precept Demand of £37,555 which reflects a 4.5% increase in line with the latest RPI data.

## 226/10 PARISH COUNCIL NOTICE BOARDS

It was proposed by Councillor Thorogood and seconded by Councillor Johnson that four oak framed covered notice boards are purchased at a cost of £2350. These will be located at the existing locations and will be for council and official notices only. The existing notice boards will remain for use by the general public. The proposal was carried.

It was proposed by Councillor Thorogood and seconded by Councillor Ferguson that an additional notice board for council and official notices inside the Memorial Hall is purchased at a cost of £235. The proposal was carried.

## 227/10 HISTORY CENTRE

Councillor Ferguson presented a paper on storage needs for parish records at the History Centre. It was proposed by Councillor Thorogood and seconded by Councillor Johnson that £500 is granted to the History Centre on a fund matching basis towards the cost of purchasing a controlled heater and dehumidifier. The proposal was carried.

## 228/10 MEMORIAL HALL

The Chairman advised that the specification and the final quotation for the bar refurbishment had been reviewed in detail. The quotation was not compatible with the expenditure agreed at the last meeting (Item 200/10). As a result, this item was withdrawn from the agenda.

Councillor Buckley agreed to pursue the outstanding items on the kitchen snagging list – security of light fittings, water pooling on the draining boards – to effect a speedy resolution by J W Steele & Sons. Proposals for solving the slow water flow from the hot taps will be brought to the January meeting.

### **229/10 WICKHAY GREEN PLAY AREA**

Based on the paper provided by Councillor Hodgson, it was agreed to wait until Spring 2011 to allow the football pitch time to recover from the wet weather and the disturbance from the building of the play area.

It was proposed by Councillor Thorogood and seconded by Councillor Ferguson to donate £20 to Danbury Scouts for their assistance during the opening ceremony of the play area. The proposal was carried.

### **230/10 VACANCY FOR A COUNCILLOR**

It was agreed not to co-opt a councillor due to the proximity of the 2011 elections.

### **231/10 PLAN FOR 2011 ELECTIONS**

The plan was agreed as presented. It was agreed that a detailed proposal for the Open Evening in March 2011 would be developed.

### **232/10 INTERNAL AUDITOR**

The Chairman advised that Mr Laurence Jones has agreed to find a suitable candidate for the Internal Auditor before the end of the council year (March).

### **233/10 PARISH NEWSLETTER**

The final content of the Newsletter was agreed. The Finance Report will be available on January 1. All other contributors were urged to get their articles to Councillor Roberts by mid December.

### **234/10 PARISH ASSEMBLY**

Councillors Robinson and Ferguson agreed to contact the potential speaker.

### **235/10 SPORTS GROUND CAR PARK ENTRANCE**

Councillor Shepherd presented a paper identifying the issues with the car park entrance together with potential solutions. With the objective of maintaining the rural appearance of the lane, it was agreed retain the current appearance and not to have built-up kerbs. Discussions with Elm Green School regarding regular inspections and maintenance of the car park are in progress.

### **236/10 MICROSOFT ACCESS DATABASE**

Councillor Ferguson demonstrated the database that has been developed to support emergency planning within the village.

It was proposed by Councillor Robinson and seconded by Councillor Thorogood that an ex-gratia payment of £100 be made to Mr John Ferguson in recognition of the considerable time and effort he has put in to create this valuable database. The proposal was carried.

### **237/10 ROYAL WEDDING**

Councillor Shepherd asked for ideas, such as a street party for the children, to celebrate the Royal Wedding in April 2011. To be discussed at the next meeting.

### **238/10 MEETING DATES IN 2011**

The Meeting Dates for 2011 were agreed.

### **239/10 INFORMATION ITEMS**

The Clerk advised that the report on the affordable housing survey would be available within the next 10 days and that Mrs M Groborz was willing to meet the Council to discuss.

**240/10 NEXT MEETING**

The next Parish Council Meeting will take place on **Thursday January 6, 2011.**

The meeting closed at 7:55pm

**Chairman  
January 6, 2011**