

LITTLE BADDOW PARISH COUNCIL

An Ordinary Meeting of the Parish Council was held in the Memorial Hall on September 3, 2009. The Meeting commenced at 7:30pm. In attendance:-

Mr J Robinson - Chairman	
Mrs M Buckley	Mrs C Hodgson
Mr L Jones	Mr S Johnson
Mrs J Roberts	Mr T Thorogood
 Mr R Upward (Clerk)	 Members of the Public - 1

128/09 APOLOGIES FOR ABSENCE

Apologies were accepted from Councillors Ferguson and Shepherd.

129/09 DECLARATION OF INTERESTS

Councillor Roberts declared a Personal Interest in all planning applications.

130/09 MINUTES

It was proposed by Councillor Buckley and seconded by Councillor Johnson that the Minutes of the Council Meeting held on July 16, 2009 be accepted as a correct record. The proposal was carried.

It was proposed by Councillor Hodgson and seconded by Councillor Jones that the Minutes of the Planning Committee held on July 28, 2009 be accepted as a correct record. The proposal was carried.

131/09 MATTERS FROM PRIOR MEETINGS

Minute No/Date/Councillor	Subject	Status
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>	Working Party met to agree changes to draft VDS/SPD. Awaiting final draft incorporating these changes.
128/08 Amenities October 2, 2008 Councillor Johnson	Establish if Essex Wildlife Trust has additional signs for the two unmarked entrances to Heather Hills.	Signs installed at three locations. One remaining sign to be installed.
31/09 Road Safety February 5, 2009 Clerk	ECC to send engineer to consider road junctions with limited visibility.	Hedge at end of Colam Lane has been cut back. CLOSED
43/09 (1) QC re-accreditation March 5, 2009 Councillors Roberts/Ferguson	Councillor Roberts and the Clerk to review Democracy requirements. Councillor Ferguson and the Clerk to review the discretionary items.	Clerk to contact Danbury PC for contacts on school presentations.
86/09 Website May 7, 2009 All	Review website and bring up to date.	Remaining items sent to Stormwave. CLOSED
90/09 Sports Club May 7, 2009 Parish Clerk	Obtain quotes for making wheelchair access possible from the car park.	Posts installed. CLOSED
91/09 Salt boxes May 7, 2009 Parish Clerk	Inform ECC Highway that salt boxes at Aldermanburgh Green and Colam Lane need replacement.	Salt boxes removed. CLOSED
105/09 Councillor contact info. June 11, 2009 Councillor Shepherd/Parish Clerk	Website and Notice Boards to show Councillors' e-mail address and phone number only.	Website updated. CLOSED

131/09 MATTERS FROM PRIOR MEETINGS (cont)

Minute No/Date/Councillor	Subject	Status
107/09 Wickhay Green June 11, 2009 Parish Clerk	Contact CBC to pursue either a new long term lease or purchase of land at Wickhay Green.	Waiting final proposal from CBC
117/09(2) NEAT Initiatives July 16, 2009 Parish Clerk	NEAT Initiatives - Environmental Awards - Bulb Planting Scheme	CBC notified of nominations for Environmental Awards and two locations for bulb planting. CLOSED
117/09 (6) Speeding Issues July 16, 2009 Parish Clerk	Concerns raised by Mr Sparrow regarding increased vehicle speeds along The Ridge after resurfacing.	Mr Sparrow advised of Council's plan to monitor speeding after resurfacing The Ridge. PCSO's contacted to plan increased checks from November.
117/09 (10) Danbury Flu Plan July 16, 2009 Parish Clerk	Request for Little Baddow representative.	Following discussions with Mrs Middelboe and Mrs Atkinson, it was agreed with Councillor Ferguson that he should represent Little Baddow. CLOSED
121/09 Sports Club July 16, 2009 Parish Clerk	Obtain costs for improved security padlocks (key and coded) for new shutters. Paint emergency handle black and secure with padlock.	New padlocks purchased. CLOSED

132/09 PUBLIC QUESTION TIME

The member of the public raised questions regarding the Mill House Caravan Park Appeal and Holybred Wood.

133/09 PLANNING APPLICATIONS

Application Number	Name of Applicant	Location and nature of the Proposed Development to which the application relates	Result
09/01018/FUL	Mr J Freemantle	Oakwood, The Ridge, Little Baddow Demolition of existing detached garage and erection of a two storey side and single storey rear extension.	Objection

The Council did not agree with the proposed names for the two properties being built on the Burford site. The Clerk is to advise Councillor Shepherd.

134/09 GENERAL CORRESPONDENCE

Writer	Subject	Result
1. RCCE	Best Kept Village Results	Noted. Clerk to write to Mrs Martin.
2. Essex Association of Local Councils	Notice of AGM – Wednesday September 23 at Plantation Hall, Heybridge	Noted
3. CBC	Major Incident Emergency Planning – meeting on Monday September 21 at the District Emergency Centre at 7:30	Councillor Ferguson
4. CBC	Grant for tree planting schemes – closing date November 14	Councillor Hodgson
5. Stop Stansted Expansion	Guide to responding to BAA's consultation document	Noted
6. ECC	Temporary 10mph speed limit along The Ridge	Noted
7. SLCC	Regional Conference, Thursday September 24, Cambridge	Noted
8. RCCE	Village Hall Conference, Saturday October 10, Braintree	Councillors Buckley and Hodgson
9. East of England Regional Assembly	East of England to 2031 – Public Consultation September 3 – Chelmsford September 23 – Southend-on-Sea September 24 - Thurrock	Councillor Robinson to attend on September 23
10. CBC	Promoting Community Engagement – Conference Friday September 11, Chelmsford	Noted
11. RCCE	Community Led Planning – “Consulting your Community” information session. Monday September 21, 2:30pm at Feering	Noted
12. Essex Training Partnership	Training Courses Budget and Precept – October 15 Law and Procedures – October 20 Health and Safety – November 6	Councillors Ferguson and Robinson to attend Law and Procedures
13. John Regan	Complaint regarding Footpath 10.	Councillor Johnson
14. CBC Planning	Training on Permitted Development – Thursday September 24 at 2pm	Councillors Robinson, Hodgson, Ferguson and the Clerk to attend.
15. CBC	Corporate Aid Scheme – now open to applications.	Councillor Buckley

135/09 ACCOUNTS

PAYMENT OF ACCOUNTS - September 3, 2009						
Cheque	Payee	Description	Subject	Cost	VAT	Total
**DD	British Gas	Memorial Hall	Supply	£ 304.35	£ 45.65	£ 350.00
**DD	CBC	Memorial Hall	Rates	£ 112.00		£ 112.00
**0054	British Gas	Memorial Hall	Electricity	£ 147.98		£ 147.98
**0055	Staples	General	Stationery	£ 17.17	£ 2.57	£ 19.74
**0056	Chelmer Canal Trust	General	Annual Fee	£ 20.00		£ 20.00
**0057	Stormwave	General	Hosting	£ 7.49	£ 1.12	£ 8.61
**0058	RitchComm	Pavilion	Cleaning	£ 179.00		£ 179.00
**0059	Mrs M Jarvis	Spring Close	Supervision	£ 32.73		£ 32.73
**0060	Mr R A Upward	General	Salary	£ 372.72		£ 372.72
**0061	Connaught	Pavilion	Boiler repair	£ 20.00	£ 3.00	£ 23.00
**0062	Mr J Sheriff	Memorial Hall	Salary	£ 369.39		£ 369.39
**DD	British Gas	Memorial Hall	Supply	£ 304.35	£ 45.65	£ 350.00
**DD	CBC	Memorial Hall	Rates	£ 112.00		£ 112.00
**DD	Talktalk	Clerk	Telephone	£ 32.41	£ 4.86	£ 37.27
0063	Mr R A Upward	General	Salary	£ 364.08		£ 364.08
"	"	Pavilion	Padlocks	£ 227.25	£ 34.09	£ 261.34
"	"	General	Petty Cash	£ 100.00		£ 100.00
0064	Mrs M Jarvis	Spring Close	Supervision	£ 32.73		£ 32.73
0065	Mr J Sheriff	Memorial Hall	Salary	£ 815.88		£ 815.88
"	"	Memorial Hall	Expenses	£ 98.58	£ 14.76	£ 113.34
0066	RitchComm	Pavilion	Cleaning	£ 179.00		£ 179.00
0067	Audit Commission	General	Audit Fee	£ 400.00	£ 60.00	£ 460.00
0068	EALC	General	Annual Fee	£ 325.46		£ 325.46
0069	Mr P Hockney	Memorial Hall	Drain Survey	£ 100.00		£ 100.00
0070	Staples	General	Stationery	£ 63.20	£ 9.48	£ 72.68
0071	Danbury Comm. Trans	General	Grant	£ 800.00		£ 800.00
0072	Connaught Gas Services	Memorial Hall	Contract	£ 428.06	£ 64.21	£ 492.27
				£ 5,965.83	£ 285.39	£ 6,251.22
	ACCOUNTS STATUS	31/08/2009	+/- vs prior	RESERVES		
	Current Account (NW)	£ 2,455.93	-£ 56.27	Hall		£ 6,000.00
	Current Account (B)	£ 3,616.09	£ 1,917.27	Pavilion		£ 6,000.00
	Reserve (B)	£ 2,000.56	-£ 7,999.44	Clerks Reserve		£ 394.78
	Scottish Widows Bank	£ 35,808.66	£ -	EALC Reserve		£ 16,300.00
				Kitchen Reserve		£ 316.50
	Total	£ 43,881.24	-£ 6,138.44	Total		£ 35,262.50
	Holybred Wood (B)	£ 8,010.28	£ 0.67	Funds Available		£ 8,618.74
	Wickhay Green PA (B)	£ 18,034.72	£ 1.50			
				TOTAL		£ 43,881.24
**	Paid outside of Council Meeting					

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

136/09 MEMORIAL HALL

Councillor Buckley advised that none of the selected suppliers had returned a quotation for the replacement steps to the stage. It was agreed that these would be contacted to ensure three quotations are available for the next meeting.

It was agreed to support the establishment of a slimming club at the Memorial Hall with a concessionary rate for a three month period as this is for the health and well-being of residents. The organiser is to be requested to maintain a register of those attending to demonstrate usage by village residents. This will be reviewed at the end of the three month period.

Councillor Buckley advised that an inspection of the drains from the Memorial Hall had been carried out prior to commencing work on relaying the footpath through the Memorial Arch. The report showed that the drains were in good condition past the Memorial Arch but there were significant restrictions under the road before the drain reached the main sewer. Councillor Hodgson agreed to obtain a specialist opinion to establish the level of work required.

137/09 WICKHAY GREEN PLAY AREA

The items of equipment which are to be included in the new play area were agreed. The Chairman thanked Councillor Hodgson and the Friends of Wickhay Green for the hard work they had put in to finalising the specification and the fund raising efforts over the past 18 months.

This list of equipment will be used for the tendering process.

Additional funds will be required to enable work to start and grant applications will be made to CBC and the Essex Environment Trust.

138/09 PRIORITY TRAFFIC SCHEME PROPOSALS

The following two schemes were agreed:-

- A walkable verge between Ridge Cottages and Parsonage Lane
- Improvements to the junction at Riffhams Chase and The Ridge

The Clerk is to advise Essex Highways.

139/09 WEBSITE

It was proposed by Councillor Johnson and seconded by Councillor Buckley that the Footpath Map be digitised so that it could be included on the website at a cost of £500 plus VAT. The proposal was carried.

140/09 PARISH NEWSLETTER

A revised format for the Parish Newsletter was agreed to make the magazine more attractive, easier to read and with articles providing interesting stories about the village instead of numerous annual reports. The Clerk will circulate a list of potential topics for the Newsletter. It was agreed that Councillors would add topics to the list and that a short list would be selected at the next meeting.

141/09 OBSTACLES ON VERGES

The draft letter to residents explaining the implications of putting obstacles on the verge outside their property was agreed. It was agreed that the Clerk would confirm with ECC Highways that their policy on this subject could be included with the letter.

142/09 POLICY ON GRANTS

The Policy on Grants was approved as presented.

143/09 WICKHAY GREEN

Councillor Hodgson advised that the next fundraising event, a Table Top Sale, would take place on September 19.

The Clerk advised that Mr Chittock had been instructed to cut back trees and brambles at the entrance to the play area following complaints from residents.

144/09 INFORMATION ITEMS

Councillor Johnson advised that he was leading the Neighbourhood Watch Committee and that he was able to take back his prior responsibilities on Public Rights of Way. The Chairman thanked Councillor Jones for his time and efforts on footpaths while Councillor Johnson was incapacitated.

1145/09 NEXT MEETING

The next Parish Council Meeting will take place on **Thursday October 1, 2009.**

The meeting closed at 9:47pm

**Chairman
October 1, 2009**