

LITTLE BADDOW PARISH COUNCIL

An Ordinary Meeting of the Parish Council was held in the Memorial Hall on September 2, 2010. The Meeting commenced at 7:00pm. In attendance:-

Mr J Robinson - Chairman

Mrs M Buckley
Mrs C Hodgson
Mrs J Roberts
Mr T Thorogood

Mr K Ferguson
Mr L Jones
Mr R Shepherd

Mr R Upward (Clerk)

Members of the Public – 1

152/10 APOLOGIES FOR ABSENCE

Apologies were accepted from Councillor Johnson.

153/10 DECLARATION OF INTERESTS

Councillor Roberts declared a Personal Interest in the planning application.

154/10 MINUTES

It was proposed by Councillor Shepherd and seconded by Councillor Ferguson that the Minutes of the Council Meetings held on July 8, August 4, August 11 and August 17, 2010 be accepted as correct records of the meetings. The proposal was carried.

155/10 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>	The Chairman to send a follow up email to Mr Rigler.
169/09 (2) Spring Close November 5, 2009 Parish Clerk	Request to plant trees in open area in Spring Close	Questionnaire to be issued September 6.
15/10 Telephone Box January 7, 2010 Parish Clerk	Check prior correspondence regarding retaining phone at the bottom of North Hill.	BT has decided to repair the box for card use only.
21/10 Drains on North Hill February 4, 2010 Councillor Ferguson	Contact Anglian Water to resolve overflowing drains on North Hill	Leak from water mains discovered and repaired. CLOSED
103/10 (5) Road Signs June 3, 2010 Councillor Ferguson	Review with ECC Highways existing signage restricting heavy vehicles at Paper Mill Lock and opportunities at Eves Corner to prevent foreign trucks unnecessarily passing through the village.	Highways are investigating improved signage on major roads to prevent heavy vehicles passing through the village.

155/10 MATTERS FROM PRIOR MEETINGS (cont)

Minute No/Date/Councillor	Subject	Status
113/10 Salt Box June 3, 2010 Parish Clerk	Arrange installation of salt box north of the entrance to Chelmer Cottage.	Request approved by Highways. Timing TBE
127/10 Parish Website July 8, 2010 Councillor Ferguson/Shepherd	Resolve support issues with Stormwave to guarantee timely website updates	Website now up to date. Proposal for Council access to make the regular updates to be brought to the October meeting.
128/10 Pavilion letting July 8, 2010 Councillor Shepherd	Develop terms and conditions for letting the pavilion to private and commercial organisations.	Proposal to be brought to the October meeting.
135/10 Hedges/footways August 4, 2010 Councillor Ferguson	Contact residents on North Hill where their hedges are restricting the footway.	Highways to contact residents and install footway to the correct boundary
141/10 New cooker August 11, 2010 Councillor Robinson	Prepare file note outlining issues with the existing cooker and the reasons for purchasing the new one.	Note included with minutes for the August 11 meeting. CLOSED

156/10 PUBLIC QUESTION TIME

There were no questions from the public.

157/10 DEVELOPMENT IN THE VILLAGE

Application Number	Name of Applicant	Location and nature of the Proposed Development to which the application relates	Result
10/01286/FUL	Mrs C Miller	1 Hill Cottage, North Hill, Little Baddow Conservatory to side elevation	No objection to the proposed extension

158/10 GENERAL CORRESPONDENCE

Writer	Subject	Outcome
1. Audit Commission	Audit passed without qualification	Noted
2. CBC	"Pride in a cleaner Chelmsford" community awards – request for nominations	AGENDA ITEM
3. Mrs Barbara Teal	Complaint about late night music from the Generals Arm	Councillor Roberts to contact the landlord of the Generals Arms
4. Mrs Barbara Spring	Complaint regarding cricket balls landing in Parsonage Lane	The cricket club has been informed and apologised to Mrs Spring.
5. Mr Chris Jordan	Complaint about alleged poor communication of WGPA plans	Noted. Councillor Hodgson has met with Mr Jordan.
6. Mrs G Newman	Complaint about infestation of ants in Holybred Wood	Councillor Hodgson to reply.
7. Bag it Up	Request to site recycling banks in the hall car park – proceeds to the Essex Air Ambulance	To be given a 6 month trial. Clerk to contact Bag it Up.
8. ECC	Dates for public hearing of the Village Green petition – February 8, 9, 10	Noted
9. CBC	Corporate Aid Scheme open to applications for 2011/12.	Noted
10. CBC	Draft Sex Establishments Policy consultation document.	Noted
11. RCCE	Best Kept Village results	Noted. Councillor Robinson to contact Mrs Martin.
12. RCCE	Training program on questionnaires – Tues Sept 28 from 7-9pm.	Noted
13. Stop Stanstead	Request for councils to petition the Minister of State.	Noted – no action
14. CBC	"Be a councillor – what will you stand for" event on October 13.	Noted. Councillor Shepherd will be speaking at this meeting.
15. EALC	Request for entries for annual awards - Quality Training - Communication - Local democracy and citizenship - Community Awards	Clerk to submit 2010 Parish Newsletter in the Communication category.
16. SLCC	Consultation on referendums on council tax increases	Councillor Ferguson to respond
17. EALC	Papers for AGM on September 29	Noted
18. EALC	Training Days - Chairman's Day 1 - Tues October 19 - Election Day - Wed November 3	Councillor Robinson and the Clerk to attend the Election Day training.
19. RCCE	Village Halls Conference Saturday October 16	Councillors Buckley and Hodgson to attend.
20. ECC	Temporary Road Closure - North Hill to Mowden Hall Lane, September 6-10.	Noted
21. ECC	Community Initiatives Fund – open for applications up to £15,000	Noted

159/10 ACCOUNTS

PAYMENT OF ACCOUNTS - September 2, 2010						
Cheque	Payee	Description	Subject	Cost	VAT	Total
**DD	CBC	Memorial Hall	Rates	£ 95.00		£ 95.00
**DD	Talktalk	General	Telephone	£ 25.61	£ 4.48	£ 30.09
**DD	British Gas	Memorial Hall	Supply	£ 188.94	£ 33.06	£ 222.00
**0199	Elm Green Parents Assn	Memorial Hall	Refund	£ 60.00		£ 60.00
**0200	Skippers	Spring Close	Tree cutting	£ 450.00		£ 450.00
**0201	Danbury Electrical	Memorial Hall	Maintenance	£ 45.00	£ 7.88	£ 52.88
**0202	Mrs E Bourn	Memorial Hall	Plants	£ 44.64		£ 44.64
**DD	CBC	Memorial Hall	Rates	£ 95.00		£ 95.00
**DD	Talktalk	General	Telephone	£ 26.12	£ 4.57	£ 30.69
**DD	British Gas	Memorial Hall	Supply	£ 188.94	£ 33.06	£ 222.00
**0203	AtoZ Supplies	Memorial Hall	Supplies	£ 53.67	£ 9.39	£ 63.06
**0204	Chelmer Canal Trust	General	Membership	£ 20.00		£ 20.00
**0205	Mr J Sheriff	Gen/Sports	Maintenance	£ 115.00		£ 115.00
**0206	RitchComm	Pavilion	Cleaning	£ 181.70		£ 181.70
**0207	Mr R A Upward	General	Salary	£ 538.61		£ 538.61
**0208	Mrs M Jarvis	Spring Close	Supervision	£ 32.73		£ 32.73
**0209	Essex Fergie Ltd	Memorial Hall	Caretaker	£ 630.21		£ 630.21
**0210	St Georges Pest Control	Memorial Hall	Wasp nest	£ 45.00	£ 7.88	£ 52.88
**0211	Countrywide Maint (Aug)	General	Grass Cutting	£ 146.67	£ 25.67	£ 172.34
**0212	Mrs L May	Memorial Hall	Caretaker	£ 47.86		£ 47.86
**0213	Factory First	Memorial Hall	Dishwasher	£ 1,799.00	£ 314.83	£ 2,113.83
**0216	Divertimenti	Memorial Hall	Cooker	£ 1,939.57	£ 339.43	£ 2,279.00
0217	Mr R A Upward	General	Salary	£ 447.86		£ 447.86
"	"	General	Petty Cash	£ 100.00		£ 100.00
"	"	Memorial Hall	Fridge	£ 187.23	£ 32.76	£ 219.99
0218	Mrs M Jarvis	Spring Close	Supervision	£ 32.73		£ 32.73
0219	RitchComm	Pavilion	Cleaning	£ 181.70		£ 181.70
0220	LBWI	Memorial Hall	Refund	£ 26.40		£ 26.40
0221	Audit Commission	General	Fees	£ 400.00	£ 70.00	£ 470.00
0222	AtoZ Supplies	Memorial Hall	Dispenser	£ 5.89	£ 1.03	£ 6.92
0223	Factory First	Memorial Hall	Supplies	£ 36.00	£ 6.30	£ 42.30
0224	Staples	General	Stationery	£ 151.50	£ 26.51	£ 178.01
				£ 8,338.58	£ 916.85	£ 9,255.43
	ACCOUNTS STATUS	31/08/2010	+/- vs prior	RESERVES		
	Current Account (NW)	£ 1,618.78	£ -	Hall		£ 9,000.00
	Current Account (B)	£ 5,425.75	-£ 4,518.79	Pavilion		£ 8,000.00
	Reserve (B)	£ 29,532.72	£ -	Clerks Reserve		£ 702.79
	Scottish Widows Bank	£ 35,808.66	£ -	EALC Reserve		£ 17,300.00
				Kitchen Reserve		£ 13,132.17
	Total	£ 72,385.91	-£ 4,518.79	Total		£ 57,390.39
	Holybred Wood (B)	£ 8,044.96	£ -	Funds Available		£ 14,995.52
	Wickhay Green PA (B)	£ 19,484.24	£ -			
				TOTAL		£ 72,385.91
**	Paid outside of Council Meeting					

159/10 ACCOUNTS (cont)

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

160/10 2010 BUDGET

It was proposed by Councillor Ferguson and seconded by Councillor Shepherd that a budget of £300 be established for Community Development within the 2010/11 budget. The proposal was carried.

161/10 MEMORIAL HALL

It was proposed by Councillor Shepherd and seconded by Councillor Thorogood that expenditure of £250 is approved for the purchase of minor items to finish the kitchen. The Clerk will monitor the expenditure on these items. The proposal was carried.

The Chairman presented the proposal for the official opening of the kitchen on Friday October 8, 2010. Mrs Felicity Coxhead and Mrs M Klaber will be invited to perform the official opening. Expenditure of £300 was agreed for this event.

It was proposed by Councillor Shepherd and seconded by Councillor Ferguson that the specification developed by Councillors Buckley and Hodgson be accepted for the purposes of obtaining quotations. The proposal was carried. The Chairman agreed to find two new companies in addition to J W Steele to be asked for quotations.

It was proposed by Councillor Shepherd and seconded by Councillor Buckley that the current Slimming Club charges for the hall continue for a further 6 months. The proposal was carried.

162/10 WICKHAY GREEN PLAY AREA

Councillor Hodgson reported that the supplier Sutcliffe had delayed the start of the new playground until September 6. The official opening will be in the form of a children's party, organised by Friends of Wickhay Green, with October 15 being the provisional date – to be confirmed once Sutcliffe is approaching completion.

It was agreed that the Council would pay all invoices and that the Essex Community Initiatives Fund will be sent receipted invoices to claim the grant.

163/10 PARISH NEWSLETTERS

Councillor Shepherd advised that he was preparing a one page Autumn Newsletter to announce the Council's achievements – Memorial Hall kitchen, Wickhay Green play area, new licence for Heather Hills etc. A draft will be available for the October meeting. It was agreed to accept Meacock and Jones generous offer to print this Newsletter.

The Clerk presented the structure and workplan for the Spring Newsletter. Councillor Roberts agreed to complete the list of proposed articles for pages 2, 3, and 7. Councillors agreed to provide draft articles in line with the proposed timing with the first four items due by November 1.

164/10 PUBLIC RIGHTS OF WAY

It was agreed that no major improvements were required.

165/10 CYCLE RACES THROUGH LITTLE BADDOW

Due to the number of hazardous locations in the village and the failure of the cycle club to follow agreed procedures for cycle races, it was agreed to request the Chief Constable of Essex not to permit further races through the village. Councillor Jones agreed to draft a letter for the Chairman to send.

166/10 AFFORDABLE HOUSING

It was proposed by Councillor Shepherd and seconded by Councillor Roberts that RCCE be requested to undertake an Affordable Housing Needs Survey with associated printing costs of up to £250. This survey will be undertaken to establish the need for affordable housing within the village and does not capture village-wide opinion as to whether it should be supported. Accordingly, the survey cannot commit the Council to any further action. The proposal was carried.

167/10 CBC COMMUNITY AWARDS

Nominations for the "Pride in a Cleaner Chelmsford" awards were agreed. Councillors Ferguson and Shepherd agreed to provide paragraphs for the candidates to the Clerk.

168/10 INFORMATION ITEMS

The Clerk distributed a list of agenda items for the next meeting. Papers for circulation are to sent to the Clerk by Wednesday September 29th.

The Clerk will distribute the summons and papers for the next meeting by email.

Councillor Hodgson reported that recently, an additional 2 nesting boxes had been installed by persons unknown in Holybred Wood - 2 had been installed a year ago.

169/10 NEXT MEETING

The next Parish Council Meeting will take place on **Thursday October 7, 2010.**

The meeting closed at 9:30pm

**Chairman
October 7, 2010**