

LITTLE BADDOW PARISH COUNCIL

An Ordinary Meeting of the Parish Council was held in the Memorial Hall on April 2, 2009. The Meeting commenced at 7:30pm. In attendance:-

Mr J Robinson - Chairman	
Mrs M Buckley	Mr K Ferguson
Mrs C Hodgson	Mr S Johnson
Mr L Jones	Mr R Shepherd
Mr T Thorogood	
Mr R Upward (Clerk)	Members of the Public - 2

53/09 APOLOGIES FOR ABSENCE

Apologies were accepted from Councillor Roberts.

54/09 DECLARATION OF INTERESTS

Councillor Johnson and Councillor Thorogood declared a Personal Interest in the planning applications for New Lodge Farm. Councillor Buckley declared a Personal and Prejudicial Interest in the proposal concerning the WI. Councillor Buckley left the meeting for this agenda item.

55/09 MINUTES

It was proposed by Councillor Shepherd and seconded by Councillor Ferguson that the Minutes of the Council Meeting held on March 5, 2009 be accepted as a correct record. The proposal was carried.

56/09 MATTERS FROM PRIOR MEETINGS

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.	The discretionary items have been reviewed. The Clerk to review the total requirements with the Chairman and Councillor Ferguson.
43/09 (5) Mr J Swords queries March 5, 2009 Councillor Shepherd	Councillor Shepherd to pursue enquiries with CBC re queries on affordable housing and traveller sites.	Councillor Shepherd confirmed a negative response on both items and Mr Swords has been advised. CLOSED
43/09 (6/7) Footpath issues March 5, 2009 Councillor Johnson	Councillor Johnson to meet with Messrs Leaver and McLeish to resolve footpath issues	Councillor Johnson met with Messrs Leaver and McLeish. CLOSED
49/09 Hall March 5, 2009 Clerk	Purchase 120 small knives	Purchase in progress

57/09 PUBLIC QUESTION TIME

Members of the public provided documentary evidence concerning the Planning Application at New Lodge Farm.

58/09 PLANNING APPLICATIONS

Application Number	Name of Applicant	Location and nature of the Proposed Development to which the application relates	Result
09/00250/CLEUD	Mr D Jones	New Lodge Farm, New Lodge Chase, Little Baddow Use of land and buildings for keeping of horses for personal and commercial purposes	See Text
09/00249/CLEUD	Mr D Jones	New Lodge Farm, New Lodge Chase, Little Baddow Operational developments in existence for over 4 years - Building C, mechanical equine walker and Pens G/H, surfaced track. Operational developments in existence for over 10 years - Buildings A and B	See Text
09/00274/FUL	Mr & Mrs Crozier	Attwood, Woodside, Little Baddow Carport extension to side of garage	No objection

After hearing the documentary evidence concerning the Planning Applications at New Lodge Farm, the Council agreed to write to CBC Planning recommending a personal hearing of this evidence due to its complex nature.

Councillor Shepherd agreed to follow up with the CBC Enforcement Officer on the Enforcement Notices served on Mill House Caravan Park and on "Gavea", The Ridge.

59/09 GENERAL CORRESPONDENCE

Writer	Subject	Result
1. ECC	Consultation on Parking Standards - March 13 to April 24	Councillor Ferguson
2. EALC	Conference Day – Wednesday April 22	Noted
3. Essex Training Partnership	Minutes and Agenda Course - Wednesday April 29 Risk Management Course – Thursday April 30 Health & Safety – May 22 Council Finance – May 13 Councillor Training Day 1 – June 2	Noted
4. RCCE	Community Led Planning Information Morning – Thursday May 14	Noted
5. CBC	Parish Charter – notice of potential list of devolved functions	Noted
6. Danbury Parish Council	Invitation to Annual Village Meeting – Wednesday April 22 at 7:15	Councillor Ferguson to attend
7. Woodham Walter PC	Invitation to Annual Village Meeting – Monday April 20 at 7:30	Councillor Buckley to attend
8. Norman Owers	Complaint of severe traffic restriction at Paper Mill Lock due to parking along the road at weekends.	Noted. No action as this is a temporary concern while the car park is closed for repair following floods and wet weather.
9. CBC, Planning and Development	Meeting with Parish Councils on Thursday May 7 at 7:00pm	Councillor Ferguson may attend pending review of May agenda.

59/09 GENERAL CORRESPONDENCE (cont)

Writer	Subject	Result
10. Elm Green School	Use of Sports Ground for parking on Sports Day (June 12) and Speech Day (July 8)	Agreed. Clerk to reply.
11. Highways Dept, ECC	Request for top priority 3 schemes for highway improvements	To be discussed at the May meeting.
12. Mr M Vandome, Internal Auditor	Requesting progress on missing deeds.	Clerk to discuss with the Auditor. Councillor Ferguson to provide information registration without title deeds.

60/09 ACCOUNTS

PAYMENT OF ACCOUNTS - April 2, 2009						
Cheque	Payee	Description	Subject	Cost	VAT	Total
**DD	British Gas	Memorial Hall	Supply	£ 304.35	£ 45.65	£ 350.00
**DD	Talktalk	General	Telephone	£ 27.49	£ 4.12	£ 31.61
**DD	Talktalk	General	Telephone	£ 26.39	£ 3.95	£ 30.34
**4550	Danbury Electrical	Memorial Hall	Repairs	£ 95.00	£ 14.25	£ 109.25
4551	Mr R A Upward	General	Salary	£ 377.07		£ 377.07
4552	Mrs M Jarvis	Wickhay Gn	Salary	£ 32.73		£ 32.73
4553	Mr J Sheriff	Memorial Hall	Salary	£ 496.03		£ 496.03
"	"	Memorial Hall	Telephone	£ 31.36	£ 4.70	£ 36.06
"	"	Memorial Hall	Supplies	£ 14.03	£ 2.11	£ 16.14
4554	Ritchcomm Ltd	Pavillion	Cleaning	£ 179.00		£ 179.00
4555	Stormwave	General	Website	£ 25.00	£ 3.75	£ 28.75
4556	Staples	General	Stationery	£ 69.34	£ 10.40	£ 79.74
4557	CBC	Memorial Hall	Refuse	£ 294.84	£ 44.23	£ 339.07
4558	CBC	Pavillion	Refuse	£ 108.94	£ 16.34	£ 125.28
4559	Essex Playing Fields Ass	General	Entry Fee	£ 10.00		£ 10.00
4560	HM Customs & Revenue	General	Tax/NI	£ 1,012.34		£ 1,012.34
				£ 3,103.91	£ 149.50	£ 3,253.41
	ACCOUNTS STATUS	31/03/2009	+/- vs prior	RESERVES		
	Current Account	£ 2,814.64	£ 1,127.61	Hall		£ 3,000.00
	Reserve	£ 19,022.37	£ 3.66	Pavilion		£ 4,000.00
	Capital Reserve	£ 3.04	£ 1.15	Wickhay Green PA		£ 17,210.67
	Scottish Widows Bank	£ 35,755.98	£ -	Clerks Reserve		£ 169.65
				EALC Reserve		£ 15,300.00
	Total	£ 57,596.03	£ 1,132.42	Total		£ 42,933.73
	Holybred Wood	£ 8,009.17	£ 2.25	Funds Available		£ 14,662.30
				TOTAL		£ 57,596.03
**	Paid outside of Council Meeting					

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

61/09 PARISH ASSEMBLY

It was noted that the decision to make the Parish Assembly a “ticket only” event may have had an adverse effect on the attendance.

It was proposed by Councillor Shepherd and seconded by Councillor Ferguson that a donation of £50 be made to the WI in recognition of the support given at the Assembly. The proposal was carried.

62/09 TRAINING POLICY

The Training Policy prepared by Councillor Shepherd and Councillor Robinson was adopted by the Council.

63/09 HALL KITCHEN

It was agreed that a Working Party involving members of the public should be established to develop proposals and funding plans for upgrading the hall kitchen in 2010. Implementation of this Working Party is “on hold” pending agreement of a councillor to chair this group.

It was agreed to investigate the cost of repairs to the fridge.

64/09 HEATHER HILLS/POORS PIECE

It was proposed by Councillor Ferguson and seconded by Councillor Johnson that the Council renew the leases with Essex Wildlife Trust and increase the annual grant to £750. The proposal was carried.

It was proposed by Councillor Ferguson and seconded by Councillor Shepherd that 6 additional signs – two “gift” signs and four “local bye laws” signs – be purchased at a cost of £150 to achieve consistent signage at each entrance to Heather Hills. The proposal was carried.

65/09 TEMPORARY GRASS CUTTING CONTRACT

It was proposed by Councillor Ferguson and seconded by Councillor Thorogood that a temporary parish grass cutting contract be agreed with Mr J Kennett for two cuts at £155 per cut. The proposal was carried.

It was noted the Councillor Johnson was willing to make the initial grass cut this spring if Mr Kennett’s machinery is not suited to the length of the grass.

66/09 DANBURY FLYER

It was proposed by Councillor Shepherd and seconded by Councillor Hodgson that a grant of £800 is made to the Danbury Flyer subject to a satisfactory review of their accounts by Councillor Ferguson. The proposal was carried.

67/09 HOLYBRED WOOD

Councillor Hodgson reported that the repairs to the gate hinges had been completed and that the Warden is meeting with the Forestry Commission to develop a long term plan for Holybred Woods. The potential for obtaining a grant from the Forestry Commission is to be investigated.

Councillor Hodgson also reported that a young person had been injured when a footpath sign collapsed earlier in the evening. The Clerk is to advise ECC to inspect all the signs and replaced as necessary.

68/09 WICKHAY GREEN PLAY AREA

Councillor Buckley advised that she is obtaining new quotes from three companies in order to progress grant applications with the Community Initiatives Fund (Youth) and the Essex Environment Trust.

Councillor Ferguson agreed to provide material regarding setting up Wickhay Green Play Area as a charitable trust and the Clerk is to investigate legal and insurance implications through the EALC.

69/09 INFORMATION ITEMS

Councillor Johnson advised the location for an exploratory trench to be dug by the Maldon Archaeological Society in the barrow in Heather Hills. The date for this is to be advised.

Councillor Hodgson advised that she will be circulating draft copies of the Memorial Hall publicity leaflets to all councillors to review and comment.

Councillor Hodgson advised that a Jumble Sale will be held in Danbury Village Hall on April 18 as another fund raising event for Wickhay Green Play Area.

70/09 NEXT MEETING

The next Parish Council Meeting will take place on **Thursday May 7, 2009**.

The meeting closed at 9:50pm.

**Chairman
May 7, 2009**