

## LITTLE BADDOW PARISH COUNCIL

### ORDINARY MEETING – Thursday April 3, 2008

An Ordinary Meeting of the Parish Council was held in The Memorial Hall on Thursday April 3, 2008. The Meeting commenced at 7.30 p.m. Those present were:-

Mr J Robinson - Chairman	
Mrs M Buckley	Mr. K. Ferguson
Mrs C Hodgson	Mr S Johnson
Mrs J Roberts	Mr. T J Thorogood.

In attendance: Mr Roger Upward (Clerk)  
Mr R Shepherd MBE

Members of the Public 2

**The Chairman thanked Mr Shepherd for his dedicated and enthusiastic service as Parish Clerk for nearly 10 years and presented him with an engraved decanter from the Councillors and Mrs Harriet Middelboe.**

#### **43/08 DECLARATIONS OF INTERESTS**

Councillor Hodgson declared a personal interest in the suggested development of the Old Mushroom Farm in Holybred Lane.

#### **44/08 MINUTES**

It was proposed by Councillor Ferguson and seconded by Councillor Buckley that the minutes of the meeting held on March 6, 2008 should be accepted as a correct record.

#### **45/08 MATTERS ARISING**

*08/08 - Aldermanburgh Green* - Councillor Roberts to confirm tree selection and make the necessary arrangements for the ceremony.

*22/08 - Hall Windows* - repairs are now complete.

*22/08 - Radiators* - the old electric fan radiators are to be stored until the effectiveness of the new radiators can be verified under winter temperatures. The Clerk to discuss with Mr. J Sheriff the heating timing in view of the excessively high temperatures in the Hall.

*25/08 - Co-Option of a Councillor* - Councillors Ferguson, Johnson and Thorogood to interview the three prospective candidates in week commencing April 7.

*36/08 - Heather Hills* - Councillors Roberts, Johnson and Thorogood to meet with the Warden and agree the most effective course of action to solve the erosion around the concrete plinth.

*37/08 - Holybred Wood* - Coppicing is now complete and the footpaths reinstated.

*38/08 - Wickhay Green Play Area* – fund raising committee to be known as “Friends of Wickhay Green Play Area”.

*40/08 – Surgery* - to commence in June. Councillor Hodgson to establish the rota of councillors.

*41/08(a) - Footway between Wayside and Runsell Lane* - Councillor Roberts to progress.

*41/08(e) - Village Design Statement* - the Chairman to meet with the Conservation Society and the VDS group to ensure consensus and convert the document to a Supplementary Planning Document (SPD). Councillor Ferguson to draft a response to the Planning Committee concerning the use of the VDS in planning decisions, using Wanderers View as the example, and request a meeting.

**PUBLIC QUESTION TIME**  
**The meeting was closed from 8.10pm to 8.20pm.**

**46/08 PLANNING APPLICATIONS**

Application No.	Name of Applicant	Nature of Proposed Development	Result
08/00362/FUL	Mr. J Gaskin	Copperfields Mill Lane <b>Retrospective single storey side extension.</b>	Objection to retrospective application.
08/00479/FUL	Mr. G Western	Campions Clarks Farm Road <b>Raising of roof to provide additional first floor accommodation together with new conservatory and detached garage. Alterations and extensions to dwelling including new front roof lights and first floor window, two dormer windows and windows to eastern side elevation, rear dormer and roof lights and new roof light to western side elevation together with new conservatory an detached garage</b>	No Objection
08/00218/FUL	Mr. T .Hersom	Coppins North Hill Little Baddow <b>Two storey rear extension.</b>	No Objection
08/00345/CLEUD	Mrs. Kerry James	The Brew House Graces Lane <b>Retrospective application for a stable block</b>	No Objection
08/00505/FUL	Mr. J Millstead	Latneys The Ridge Little Baddow <b>Conversion of integral garage to habitable accommodation, erection of detached garage and front porch</b>	Objection to garage forward of the building line.

Planning - Correspondence:

Writer	Subject	Result
CBC/07/01292/FUL	Blakeswood Hill Parsonage Lane-notification of appeal.	No objection
Essex Site Finders	The Old Mushroom Farm Holybred Lane-suggested development	Borough Councillor to advise classification
CBC/TPO/2007/138	Old Riffhams Riffhams Chase.	Noted
Councillor Shepherd	Wanderers View-Planning Application-to note decision	See Minute 45/08
Mark and Melanie Coates	Settlement Area in region of Well House	Noted

## 47/08 GENERAL CORRESPONDENCE

<b>Writer</b>	<b>Subject</b>	<b>Result</b>
1. Danbury Parish Council	Parish Assembly 21 <sup>st</sup> April 2008	Councillor Ferguson
2.RCCE	Workshop on 10 <sup>th</sup> April 2008 at Ramsden Heath Village Hall	Noted
3.C.V.S.	Retirement of Director News update	Noted Councillor Roberts
4.CBC	1.Code of Conduct Training 2. Emergency Planning 3.Housing Magazine Distribution Sites	Parish Clerk Councillor Ferguson Noted
5.Woodham Walter PC	Annual Meeting 14 <sup>th</sup> April 8pm	Councillor Buckley
6. Health Mid Essex	Consultation Exercise – response by 25 <sup>th</sup> April 2008	Councillor Roberts
7. ECC	Waste in Essex-Consultation – response by 5 <sup>th</sup> May 2008	Councillor Roberts
8. Anglia Film Touring	Film Shows	Chairman to meet with Mr Klaber
9. Mid Essex PCT	Single Equality Scheme - Consultation	Councillor Roberts

## 48/08 ACCOUNTS

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

PAYMENT OF ACCOUNTS 3rd April 2008						
Cheque	Payee	Description	Subject	Cost	VAT	Total
**DD	Talk Talk	General	Telephone	£ 22.84	£ 3.99	£ 26.83
**DD	CBC	Memorial Hall	Rates	£ 110.85		£ 110.85
4371	Mrs M Jarvis	Wickhay Gn	Salary	£ 31.44		£ 31.44
4372	Mr R J Shepherd	General	Salary	£ 627.22		
"	"	General	Stationery	£ 8.35	£ 1.46	£ 637.03
4373	Mr Roger Upward	General	Salary	£ 115.53		£ 115.53
4374	Mr. J Sheriff	Memorial Hall	Salary	£ 374.27		
"	"	Memorial Hall	Telephone	£ 29.60	£ 5.18	
"	"	Memorial Hall	Expenses	£ 15.00		£ 424.05
4375	Ritchcomm Ltd	Pavillion	Cleaning	£ 175.25		£ 175.25
4376	Women's Institute	General	Section 137	£ 25.00		£ 25.00
4378	HM Revenue & Customs	Memorial Hall	Tax//NI	£ 403.25		£ 403.25
4379	Danbury Community	General	Grant	£ 800.00		£ 800.00
	Transport Ltd					
4380	Essex Playing Fields Ass	General	Section 137	£ 10.00		£ 10.00
DD	British Gas	Memorial Hall	Supply	£ 149.52	£ 7.48	£ 157.00
				£ 2,898.12	£ 18.11	£ 2,916.23
	<b>Statement of Accounts</b>	<b>31.03.2008</b>		<b>RESERVES</b>		
	Current Account	£ 5,212.65		Hall		
	Reserve	£ 5,400.16		Pavilion		£ 2,000.00
	Capital Reserve	£ 37,071.16		Spring Close		£ 15,000.00
	<b>Total</b>	<b>£ 47,683.97</b>		Clerks Reserve		£ 614.22
				EALC Reserve		£ 13,800.00
	Holybred Wood	£ 11,353.90		<b>Total</b>		<b>£ 34,330.45</b>
				<b>Funds Available</b>		<b>£ 13,353.52</b>
**	Paid outside of Council Meeting					
				<b>Total</b>		<b>£ 47,683.97</b>

#### 49/08 HALL

It was proposed by Councillor Ferguson and seconded by Councillor Thorogood that a rising main be installed at the Memorial Hall at a cost of £342. The proposal was carried.

It was proposed by Councillor Ferguson and seconded by Councillor Thorogood that the Memorial Hall be made available at no charge for fund raising events for the Wickhay Green Play Area involving Anglia Film Touring. The proposal was carried.

#### 50/08 FINANCE

It was proposed by Councillor Ferguson and seconded by Councillor Thorogood that the sum of £35,000 from the Capital Reserve Account be placed with Scottish Widows Bank. The proposal was carried. The Clerk to progress the necessary mandate.

It was proposed by Councillor Johnson and seconded by Councillor Ferguson that National Westminster Bank Plc continue to act as bankers for Little Baddow Parish Council and that for operations of the account:

1. Any two signatories named in the authorised signatory list.

2. The Parish Clerk, Mr. Roger A. Upward of The Ridings, North Hill, Little Baddow CM3 4TG has authority to deal with all matters pertaining to the accounts.

The proposal was carried.

### **51/08 DATES FOR COUNCIL MEETINGS 2008/9**

The following meeting dates were agreed:

#### 2008

June 5      July 10      September 4      October 2      November 6      December 4

#### 2009

January 8      February 5      March 5      April 2

Parish Assembly      Wednesday March 18

Annual Meeting      May 7

### **52/08 ANY OTHER BUSINESS**

*Potholes in Colam Lane and Holybred Lane* - note to be sent to the County Councillor. On hold pending reassignment of councillor's responsibilities at the Annual Meeting.

### **53/08 CLERK'S CONTRACT**

It was proposed by Councillor Johnson and seconded by Councillor Buckley that the Clerk's Gratuity be backdated to the employment start date. The proposal was carried.

The Clerk's Contract was approved.

**54/08 DATE OF NEXT MEETING:      Thursday May 1, 2008**

The meeting closed at 9.38pm

**Chairman  
May 1, 2008**