

LITTLE BADDOW PARISH COUNCIL

An Ordinary Meeting of the Parish Council was held in the Memorial Hall on Thursday December 4, 2008. The Meeting commenced at 7:30pm. In attendance:-

Mr J Robinson - Chairman	
Mrs M Buckley	Mr K Ferguson
Mrs C Hodgson	Mrs J Roberts
Mr R Shepherd	

Mr R Upward (Clerk)	Members of the Public 2
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Councillor Buckley agreed to be the Parish Correspondent for this meeting.

151/08 APOLOGIES FOR ABSENCE

Apologies were accepted from Councillors Johnson, Jones and Thorogood.

152/08 DECLARATION OF INTERESTS

Councillor Roberts declared a Personal Interest in all planning applications. Councillor Hodgson declared a Personal and Prejudicial Interest in a Tree Preservation Order relating to Sandpit Cottage.

153/08 MINUTES

It was proposed by Councillor Buckley and seconded by Councillor Shepherd that the Minutes of the Council Meeting held on November 6, 2008 be accepted as a correct record. The proposal was carried.

154/08 MATTERS FROM PRIOR MEETINGS

Minute No/Date/Councillor	Subject	Status
08/08 Col. Alston Ceremony January 3, 2008 Councillor Roberts	Ceremony at Aldmanburgh Green – date and arrangements to be finalised.	Mr P Willington has offered to assist with tree planting.
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 set up a meeting with the CBC Planning Manager Mr David Green to discuss use of the VDS in recent planning discussions.	Further meeting of the VDS group planned for w/c Dec 8.
85/08 Barclays Bank June 5, 2008 Parish Clerk	Establish new banking arrangements with Barclays	Replacement mandate signed. Awaiting confirmation from Barclays.
87/08 Sports Field June 5, 2008 Parish Clerk	Notices required for the Sports Field.	Chairman to arrange meeting with Sports Club and Clerk to agree locations.
112/08 (9) Memorial bench September 4, 2008 Parish Clerk	Contact Highways Dept to obtain approval for siting bench at bus stop.	Highways confirmed location acceptable. Councillor Jones to advise residents at Low Waters. Clerk to obtain cost of installing bench.
138/08 (17) Wickhay Green November 6, 2008 Councillors Hodgson/Buckley	Pursue funding opportunities from Essex Environment Trust – Dec 1	Application submitted. CLOSED

155/08 PUBLIC QUESTION TIME

Members of the public provided comments on the Planning Application at Wayside.

156/08 PLANNING APPLICATIONS

Application Number	Name of Applicant	Location and nature of the Proposed Development to which the application relates	Result
08/01857/FUL	Mr & Mrs Stacey	Wanderers View, Wayside, Little Baddow Erection of new 3 bedroom detached dwelling and garage	No Objection
08/01695/FUL	Mr & Mrs Thompson	Beechwood, The Ridge Little Baddow Two storey infill extension	Objection

157/08 GENERAL CORRESPONDENCE

Writer	Subject	Result
1. CBC	Combined European and Local Elections – June 4, 2009	Noted
2. Shirley Lucas, Public Rights of Way Officer, ECC	Request for proposed footpath works in 2009	Councillor Johnson
3. The Mayor's Office, CBC	Invitation for two Councillors to attend the Community Awards Evening – Tuesday January 20	Councillors Ferguson and Robinson to attend.
4. Stop Stanstead Expansion	Request for financial support	Noted
5. CBC	Consultation document on Parish Charters – response due Feb 6.	Councillors to pass comments to Councillors Hodgson/Roberts. To be reviewed at the February Meeting.
6. CBC	Agenda for the December 10 meeting of the Council – invitation to attend and express your views on the budget.	Noted
7. Chelmer Housing Partnership	Request for status on Wickhay Green Play Area	Councillor Buckley to reply.
8. Information Commission	Model Procedure for new Publication Scheme – to be operational on January 1, 2009	Councillor Ferguson to review and bring proposal to the January Meeting.
9. CBC Planning Enforcement Officer	Response to Gavea and Mill House Caravan Park issues	Noted
10. Councillor Roy Whitehead	Clarification of Parish Support Grant issues	Noted

158/08 ACCOUNTS

Cheque	Payee	Description	Subject	Cost	VAT	Total
**DD	CBC	Memorial Hall	Rates	£ 106.00		£ 106.00
**DD	British Gas	Memorial Hall	Supply	£ 297.87	£ 52.13	£ 350.00
**4485	Dolman's Music Ent.	Memorial Hall	Piano Tune	£ 28.00		£ 28.00
**4486	RBS Solutions	General	Admin	£ 75.00	£ 13.12	£ 88.12
**4487	Stormwave	General	Website	£ 7.49	£ 1.31	£ 8.80
**4488	Stormwave	General	Website	£ 52.50	£ 9.19	£ 61.69
**4489	Bow Shutters & Blinds	Pavillion	Maintenance	£ 90.00	£ 15.75	£ 105.75
**4490	L B Sports Club	Sports Field	Section 137	£ 250.00		£ 250.00
4491	Mr R A Upward	General	Salary	£ 369.84		£ 369.84
	"	General	Petty Cash	£ 75.00		£ 75.00
4492	Mrs M Jarvis	Wickhay Gn	Salary	£ 32.73		£ 32.73
4493	Mr J Sheriff	Memorial Hall	Salary	£ 229.34		£ 229.34
	"	Memorial Hall	07/08 Bonus	£ 414.33		£ 414.33
4494	Mrs L May	Memorial Hall	Salary	£ 140.00		£ 140.00
	"	Memorial Hall	Expenses	£ 3.37	£ 0.59	£ 3.96
4495	Ritchcomm Ltd	Pavillion	Cleaning	£ 179.00		£ 179.00
4496	NALC	General	Network Mtg	£ 58.74	£ 10.28	£ 69.02
4497	SLCC	General	Admin	£ 145.00		£ 145.00
4498	L B Hall Fruit Farms Ltd	General	Grass Cutting	£ 591.00	£ 88.65	£ 679.65
				£ 3,145.21	£ 191.02	£ 3,336.23
	ACCOUNTS STATUS	31/10/2008	+/- vs prior	RESERVES		
	Current Account	£ 2,852.78	£ 1,408.31	Hall		£ -
	Reserve	£ 6,527.37	£ 3,000.00	Pavilion		£ 2,000.00
	Capital Reserve	£ 15,445.88	-£ 6,000.00	Wickhay Green PA		£ 16,576.07
	Scottish Widows Bank	£ 35,503.84	£ -	Clerks Reserve		£ 169.65
				EALC Reserve		£ 13,800.00
	Total	£ 60,329.87	-£ 1,591.69	Total		£ 35,881.95
	Holybred Wood	£ 7,984.02	£ -	Funds Available		£ 24,447.92
				TOTAL		£ 60,329.87
**	Paid outside of Council Meeting					

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

The Clerk advised that the External Audit has been completed without comment.

159/08 2009/10 BUDGET

After reviewing the issues related to the withdrawal of the Parish Support Grant by CBC, it was agreed that Councillor Ferguson would write to Councillor Whitehead at CBC directly and that the Council did not support the approach proposed by the Association of Chelmsford District Parish Councils.

159/08 2009/10 BUDGET (cont)

Councillor Ferguson presented the proposed budget for 2009/10. This included a 4.0% increase in the Precept to £34556 in 2009/10 and increases in the Hall Reserve (£3000), the Sports Ground Reserve (£2000) and the EALC Reserve (£1500) in the current year. In addition, a specific provision of £3000 was agreed towards the replacement of shutters with a similar provision within the budget for 2009/10. Salaries for employees would be increased in line with RPI from April 1, 2009. It was proposed by Councillor Shepherd and seconded by Councillor Hodgson that this budget is approved by the Council. The proposal was carried.

It was agreed that replacement of broken tables at the Memorial Hall would be progressed with urgency and that a proposal to replace the plate warmer would be brought to the January meeting. Up to £1500 would be made available for these purposes.

It was agreed to hold a separate meeting between Councillors Buckley and Ferguson to consider the implications of increasing the Memorial Hall letting fees and that a proposal would be brought to the January meeting.

160/08 PARISH WEBSITE

Councillor Ferguson reported that, in response to user feedback, minor changes are being made to font density. The decisions on the degree of integration of the VDS and History Centre components will be made at a later date.

It was agreed to trial the website with councillor contact information as shown on the village notice boards and to review this in 3-4 months. Councillor Shepherd advised that the new website would go public within the next few days and that updating of all pages would then be progressed.

161/08 PARISH ASSEMBLY

Councillor Ferguson outlined the plans for the Parish Assembly. The first advertisements would appear in the January Parish Magazine. It was agreed that the Clerk would check with the Insurance Company to ensure this event is fully covered.

162/08 PARISH NEWSLETTER

It was noted that some councillor reports had been received and that the outstanding ones would be available prior to the January Meeting.

163/08 MEETING DATES 2009/10

The dates for the 2009/10 Parish Council Meetings and Annual Assembly were agreed.

164/08 HEDGEROW CUTTING

It was agreed to defer further discussion on this item until May 2009.

165/08 FOOTPATH MAPS

It was proposed by Councillor Hodgson and seconded by Councillor Shepherd that 1000 additional maps be purchased at a cost of £470. The proposal was carried.

166/08 AMENITIES

Councillor Roberts advised that she was meeting with Mrs Margaret Martin to develop plans for a litter clear up prior to the Best Kept Village Competition in 2009. It is planned to involve local groups, including the schools and Brownies, in this community action.

Councillor Roberts advised that she was investigating the actions required to ensure the retention of the telephone box outside Burford on North Hill.

167/08 WICKHAY GREEN PLAY AREA

Councillor Buckley reported the success of fund raising by local groups towards the new play area but that the Communities Initiative Fund had rejected the Council's grant request. An application will now be made to the Youth Fund which has a deadline of January 16, 2009.

168/08 INFORMATION ITEMS

Councillor Shepherd reported that Little Baddow was featured in this week's Essex Chronicle and expressed thanks to all the residents who turned out for the village photograph despite the inclement weather.

169/08 NEXT MEETING

The next Parish Council Meeting will take place on **Thursday January 8, 2009.**

The meeting closed at 9:45pm.

**Chairman
January 8, 2009**