

LITTLE BADDOW PARISH COUNCIL

An Ordinary Meeting of the Parish Council was held in the Memorial Hall on July 16, 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
Mr R Shepherd	Mr T Thorogood
Mr R Upward (Clerk)	Members of the Public - 1

111/09 APOLOGIES FOR ABSENCE

Apologies were accepted from Councillors Ferguson and Roberts.

112/09 DECLARATION OF INTERESTS

None

113/09 MINUTES

It was proposed by Councillor Shepherd and seconded by Councillor Hodgson that the Minutes of the Council Meeting held on June 11, 2009 be accepted as a correct record. The proposal was carried.

114/09 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>.	Meeting planned for w/c July 20.
97/08 Parish website content July 10, 2008 Councillor Roberts	Establish strategy for website content and updating period for each page	Councillor Ferguson has confirmed updating strategy now available. CLOSED
16/09 Sports Club January 8, 2009 Councillor Robinson/Ferguson	Review funding of Sports Club.	No changes to funding planned. CLOSED
31/09 Road Safety February 5, 2009 Clerk	ECC to send engineer to consider road junctions with limited visibility.	Hedges cut at Holybread Lane. Clerk and Councillor Roberts to meet w/c July 20 regarding Colam Lane.
86/09 Website May 7, 2009 All	Review website and bring up to date.	Updating almost complete.
90/09 Sports Club May 7, 2009 Councillor Robinson	Obtain quotes for installing electric shutters at the pavilion.	Shutters installed. 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.	Clerk to provide data to Councillor Shepherd to update website. Notice Boards updated.

115/09 PUBLIC QUESTION TIME

A member of the public provided information about the planning application at The Brew House.

116/09 PLANNING APPLICATIONS

Application Number	Name of Applicant	Location and nature of the Proposed Development to which the application relates	Result
09/00828/FUL	Mr S Hawkins	Blakeswood Hill, Parsonage Lane, Little Baddow Two storey rear extension with balcony	No objection
09/00860/FUL	Mr M Ridler	Rose Bungalow, The Ridge, Little Baddow Raising of ridge height, single storey rear extension, front porch and minor alterations.	No objection
09/00897/FUL 09/00898/LBC	Mr & Mrs T James	The Brew House, Graces Lane, Little Baddow Single storey rear extension, single storey side extension. Moving of partition wall on first floor. New staircase to second floor, creation of new bedroom with shower room in attic, opening up of former window in eastern gable end and part re-building of former rear garden wall.	No objection

It was agreed to hold Planning Committee Meetings on July 28 and August 11 commencing at 10:00am.

117/09 GENERAL CORRESPONDENCE

Writer	Subject	Result
1. ECC	Request for a Parish Transportation Representative to participate in the development of local bus services.	Noted
2. CBC	NEAT initiatives - Environmental Awards - Bulb Planting Scheme	Persons identified for awards. Councillors Buckley and Johnson to provide information. It was agreed to plant bulbs in the garden areas of the Memorial Hall and St Andrews Rooms
3. SLCC	35 th National Conference, October 23 – 25 Daventry	Noted
4. NALC	Annual Conference, September 4 – 5, London Larger Councils' Conference, December 2, London	Noted
5. ECC Highways	Plans for road repairs on The Ridge.	Noted

117/09 GENERAL CORRESPONDENCE (cont)

Writer	Subject	Result
6. Mr C Sparrow	Concerns over vehicle speeds along The Ridge and request for plans to add traffic calming measures with the planned road surface improvements.	Following meeting with the traffic officer, it was agreed to carry out a speed survey once the road repairs to The Ridge were completed. Clerk to advise Mr Sparrow.
7. NALC	2009 Leadership Academy. September 15-18. Warwick University.	Noted
8. Essex Registration Service	Consultation on proposed reorganization.	Noted
9. CBC	Consultation on revised Gambling Policy.	Councillor Ferguson
10. Mr David Whiteing	Danbury NW/PC Flu Plan – request for Little Baddow representative.	Mrs Harriet Middelboe and Mrs Joan Atkinson were proposed as representatives.
11. EALC	Training – Chairman’s Day 1. Wednesday Sept 9. Great Dunmow.	Noted
12. CBC Planning Enforcement Officer	Confirmation of planning breach at Fir Tree Cottage.	Noted
13. Mr David Jones	Rysley Stables, Holybread Lane – request for consultation on development of this property.	Councillor Shepherd to meet Mr Jones.
14. CBC Planning and Development	North Chelmsford Area Action Plan - advising delay until September for CBC review. Newsletter update available.	Noted
15. NALC	Local Council Awards – request for nominations.	Noted
16. CBC	Request for people to join the Citizens’ Panel.	Noted
17. ECC	Mid Essex Area Forum – Thursday July 23 at the Town Hall, Maldon	Noted
19. NALC	National Council – Report of the Chief Executive	Noted

118/09 ACCOUNTS

PAYMENT OF ACCOUNTS - July 16, 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
**DD	Talktalk	General	Telephone	£ 22.97	£ 3.45	£ 26.42
**DD	Talktalk	General	Telephone	£ 23.37	£ 3.50	£ 26.87
**0031	Anglian Water	Memorial Hall	Sewage			£ 160.57
**0032	Anglian Water	Pavilion	Sewage			£ 136.95
**0033	Mrs M Jarvis	Spring Close	Supervision			£ 32.73
**0034	Chelmsford Comm. Trans	General	Bus Hire			£ 32.80
**0035	Stormwave	General	Updates	£ 15.00	£ 2.25	£ 17.25
**0036	Stormwave	General	Updates	£ 40.00	£ 6.00	£ 46.00
**0037	Danbury Electrical	Memorial Hall	Repairs	£ 65.00	£ 9.75	£ 74.75
**0038	Mrs L May	Memorial Hall	Caretaker			£ 74.29
**0039	Mr J Sheriff	Memorial Hall	Salary			£ 531.99
"	"	Memorial Hall	Telephone	£ 8.09	£ 1.20	£ 9.29
"	"	Memorial Hall	Maintenance	£ 150.97	£ 22.65	£ 173.62
0040	Mr R A Upward	General	Salary			£ 375.49
"	"	Memorial Hall	Fridge	£ 180.23	£ 28.69	£ 208.92
0041	J Kennett	General	Grass cutting			£ 1,095.00
0042	RitchComm Ltd	Pavilion	Cleaning			£ 179.00
0043	Staples	General	Stationery	£ 72.77	£ 10.92	£ 83.69
0044	Chelmsford Comm. Trans	General	Bus Hire			£ 9.00
0045	Danbury Electrical	Pavilion	New wiring	£ 160.00	£ 24.00	£ 184.00
0046	HM Customs & Revenue	General	Tax/NI			£ 760.41
"	"	Memorial Hall	Tax/NI			£ 587.47
0047	NALC	General	Subscription			£ 40.50
0048	J Sheriff	Pavilion	Entry posts	£ 60.70	£ 9.10	£ 69.80
"	"	Memorial Hall	Telephone	£ 35.50	£ 5.33	£ 40.83
0049	EPFA	General	Training			£ 15.00
0050	Stormwave	General	Updates	£ 35.00	£ 5.25	£ 40.25
0051	Stormwave	General	Hosting	£ 7.49	£ 1.12	£ 8.61
0052	Bow Shutters & Blinds	Pavilion	Shutters	£ 2,900.00	£ 435.00	£ 3,335.00
4564	Sports Club	General	Subsidy			£ 1,010.00
				£ 4,193.44	£ 613.86	£ 9,848.50
	ACCOUNTS STATUS	30/06/2009	+/- vs prior	RESERVES		
	Current Account (NW)	£ 2,512.20	£ 999.71	Hall		£ 6,000.00
	Current Account (B)	£ 1,698.82	-£ 16,436.67	Pavilion		£ 6,000.00
	Reserve (B)	£ 10,000.00	£ 10,000.00	Clerks Reserve		£ 394.78
	Scottish Widows Bank	£ 35,808.66	£ -	EALC Reserve		£ 16,300.00
	Total	£ 50,019.68	-£ 5,436.96	Total		£ 38,543.28
	Holybred Wood (B)	£ 8,009.61	£ 0.34	Funds Available		£ 11,476.40
	Wickhay Green PA (B)	£ 18,033.22	£ 0.77			
				TOTAL		£ 50,019.68
**	Paid outside of Council Meeting					

118/09 ACCOUNTS (cont)

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

119/09 WICKHAY GREEN PLAY AREA

Councillor Hodgson reported that the meeting with Mr Archer had provided lots of practical information and that the WGPA Working Party would be meeting next week to finalise the specification incorporating this information. Three suppliers will be asked to update their quotations based on the final specification. It was agreed that Councillor Hodgson would arrange a Council Working Party in August to update councillors on the latest specification and quotations.

The Council was advised that an additional £16,000 is required to fund the play area. Councillor Shepherd agreed to provide information on CBC funding and Councillor Buckley agreed to apply for a grant from the Essex Environment Trust. The Clerk is to obtain a ruling on the VAT, taking into account possible spending on the Memorial Hall kitchen in the same timeframe.

120/09 MEMORIAL HALL

It was agreed that an additional handrail, which could be removed for stage performances, was required with the replacement of the stairs to the stage and that three quotations will be obtained to this revised specification.

Councillor Robinson reported on the second meeting of the Working Group on the kitchen refurbishment and the next meeting is scheduled for August 25 at 7:30pm.

121/09 SPORTS CLUB

It was agreed that all bookings for the pavilion must be made with Councillor Robinson and that the pavilion should only be used when the Memorial Hall is not available.

Councillor Robinson reported that the electric shutters have been installed at the pavilion and a meeting had been held with the Crime Prevention Officer to discuss security issues. Councillor Shepherd reported that the Sports Club has a preference for a key operated padlock rather than the coded padlock currently fitted. It was agreed that the Clerk would obtain costs of both alternatives with a shorter loop, including the cost of using registered keys. It was also agreed to install a lock on the emergency handle and repaint this black so it is less conspicuous.

122/09 NEXT MEETING

The next Parish Council Meeting will take place on **Thursday September 3, 2009**.

The meeting closed at 9:25pm

**Chairman
September 3, 2009**