

## LITTLE BADDOW PARISH COUNCIL

An Ordinary Meeting of the Parish Council was held in the Memorial Hall on June 11, 2009. The Meeting commenced at 7:30pm. In attendance:-

Mr J Robinson - Chairman	
Mrs M Buckley	Mrs C Hodgson
Mr L Jones	Mrs J Roberts
Mr R Shepherd	Mr T Thorogood
Mr R Upward (Clerk)	
Members of the Public - 3	

### 93/09 APOLOGIES FOR ABSENCE

Apologies were accepted from Councillors Ferguson and Johnson.

### 94/09 DECLARATION OF INTERESTS

Councillor Hodgson declared a Personal and Prejudicial Interest in the planning application for Sandpit Cottage and left the meeting for the duration of this item. Councillor Roberts declared a Personal Interest in all planning matters.

### 95/09 MINUTES

It was proposed by Councillor Buckley and seconded by Councillor Jones that the Minutes of the Council Meeting held on May 7, 2009 be accepted as a correct record. The proposal was carried.

### 96/09 MATTERS FROM PRIOR MEETINGS

Minute No/Date/Councillor	Subject	Status
08/08 Col. Alston Ceremony January 3, 2008 Councillor Roberts	Ceremony at Aldermanburgh Green – date and arrangements to be finalised.	Tree planted. CLOSED
128/08 Amenities October 2, 2008 Councillor Johnson	Establish if Essex Wildlife Trust has additional signs for the two unmarked entrances to Heather Hills.	Signs available. To be installed.
31/09 Road Safety February 5, 2009 Clerk	ECC to send engineer to consider road junctions with limited visibility.	Highways inspection June 8. Councillors Roberts and Shepherd agreed to contact property owners to cut back hedges. Clerk to advise names and addresses.
84/09 Priority Highway Improvements May 7, 2009 Parish Clerk	Clarify process and timing with ECC Highways.	ECC will send out reminder. A list of three actions in priority order is the only information required. CLOSED
79/09 Planning May 7, 2009 Parish Clerk	Advise Planning Enforcement Officer of installation of electric gates and removal of hedge at Honeymead	Enforcement Officer advised that these actions were permissible within existing planning framework. CLOSED
85/09 Obstructions on verges May 7, 2009 Councillor Ferguson	Draft letter after consultation with ECC Highways to advise residents of the implications of placing obstacles on grass verges outside their properties.	EEC information now available for Councillor Ferguson.
86/09 Website May 7, 2009 All	Review website and bring up to date.	Website updating almost complete.
88/09 Memorial Hall May 7, 2009 Parish Clerk	Advise Friends of Bicknacre of booking conditions.	Letter sent. Clerk to discuss with Mr Jennings. CLOSED

**97/09 PUBLIC QUESTION TIME**

Members of the public provided information concerning the development of the new VDS which is to become the Supplementary Planning Document (SPD) and the planning application at Karaibu.

**98/09 PLANNING APPLICATIONS**

Application Number	Name of Applicant	Location and nature of the Proposed Development to which the application relates	Result
09/00576/FUL	Mr & Mrs M Church	The Ridge House, Spring Elms Lane, Little Baddow <b>Demolition of existing bungalow and erection of replacement dwelling and garage.</b>	Objection
09/00670/FUL	Mr J Brett	Karaibu, Woodside, Little Baddow <b>First floor extension over garage with two dormer windows and single storey side/front extension.</b>	Objection
09/00653/FUL 09/00654/LBC	Mr & Mrs M Oldfield	Great Graces, Graces Lane, Little Baddow <b>Erection of front porch and first floor side extension with the insertion of two dormer windows</b>	Concern over numerous alterations to a listed building over time.
09/00748/FUL	Mr & Mrs Hodgson	Sandpit Cottage, Holybread Lane, Little Baddow <b>Detached garage to replace existing outbuilding.</b>	No Objection

**99/09 GENERAL CORRESPONDENCE**

Writer	Subject	Result
1. CBC	Local Development Framework	Councillor Ferguson
2. ECC	Nominations for Hanningfield Awards 2009 – closing date June 19.	Councillor Roberts
3. CBC	Identify preferred date for training session on Permitted Development – either July 23 or Sept 24 (Thursdays) from 2 – 4pm.	July 23 preferred. Clerk to advise.
4. Essex Biodiversity Project	10 year Celebration Meeting – July 3 from 10am – 2pm, Essex Records Office, Chelmsford.	Noted.
5. RCCE	Training seminar “The Playground Matters” – Monday Sept 9, 9:30am – 4pm, Writtle College.	Clerk to clarify day/date and advise Councillors Buckley and Hodgson.
6. Capita Conferences	“Developing the Role of the Councillor” – Wednesday July 8, London.	Noted

**100/09 ACCOUNTS**

PAYMENT OF ACCOUNTS - June 11, 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	£ 25.71	£ 3.85	£ 29.56
**0012	Golding Catering Supplies	Memorial Hall	Cutlery	£ 102.00	£ 15.30	£ 117.30
**0013	UK Fire	Memorial Hall	Certification	£ 265.00	£ 39.75	£ 304.75
**0014	Stormwave	General	Hosting	£ 7.49	£ 1.12	£ 8.61
**0015	Stormwave	General	Updates	£ 50.00	£ 7.50	£ 57.50
**0016	Zurich Insurance	General	Inspection	£ 250.00	£ 37.50	£ 287.50
**0017	Zurich Insurance	General	Insurance	£ 4,221.49		£ 4,221.49
**0018	Mr J Sheriff	Memorial Hall	Salary	£ 547.60		£ 547.60
"	"	Memorial Hall	Maintenance	£ 239.82	£ 35.97	£ 275.79
**0019	Mrs M Jarvis	Wickhay Gn	Salary	£ 32.73		£ 32.73
0020	Mr R A Upward	General	Salary	£ 347.36		£ 347.36
"		General	Petty Cash	£ 100.00		£ 100.00
0021	Ritchcomm Ltd	Pavillion	Cleaning	£ 179.00		£ 179.00
0022	Golding Catering Supplies	Memorial Hall	Cutlery	£ 38.70	£ 5.81	£ 44.51
0023	Essex Playing Fields Ass	General	Membership	£ 25.00		£ 25.00
0024	Stormwave	General	Updates	£ 55.00	£ 8.25	£ 63.25
0025	Golding Catering Supplies	Memorial Hall	Crockery	£ 144.60	£ 21.69	£ 166.29
0026	David Rickers	Heather Hills	Signs	£ 150.00		£ 150.00
0027	AtoZ Supplies	Memorial Hall	Supplies	£ 75.30	£ 11.30	£ 86.60
0028	Essex & Suffolk Water	Memorial Hall	Water supply	£ 98.07		£ 98.07
0029	Essex & Suffolk Water	Pavillion	Water supply	£ 144.85		£ 144.85
0030	Essex & Suffolk Water	Pavillion	Water supply	£ 33.15		£ 33.15
				<b>£ 7,549.22</b>	<b>£ 233.69</b>	<b>£ 7,782.91</b>
	<b>ACCOUNTS STATUS</b>	<b>29/05/2009</b>	<b>+/- vs prior</b>	<b>RESERVES</b>		
	Current Account (NW)	£ 1,512.49	-£ 16,730.56	Hall		£ 6,000.00
	Current Account (B)	£ 18,135.49	£ 16,040.83	Pavilion		£ 6,000.00
	Reserve (NW)	£ -	-£ 2.37	Clerks Reserve		£ 394.78
	Reserve (NW)	£ -	-£ 1.17	EALC Reserve		£ 16,300.00
	Capital Reserve (NW)	£ -	-£ 3.04			
	Reserve (B)	£ -	£ -			
	Scottish Widows Bank	£ 35,808.66	£ -			
	<b>Total</b>	<b>£ 55,456.64</b>	<b>-£ 696.31</b>	<b>Total</b>		<b>£ 36,477.69</b>
	Holybred Wood (B)	£ 8,009.27	£ 0.10	<b>Funds Available</b>		<b>£ 18,978.95</b>
	Wickhay Green PA (B)	£ 18,032.45	£ 0.21			
				<b>TOTAL</b>		<b>£ 55,456.64</b>
**	Paid outside of Council Meeting					

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

### **101/09 APPROVAL OF THE ANNUAL ACCOUNTS**

The Parish Clerk presented the Annual Accounts which had been approved by the Internal Auditor without qualification. It was proposed by Councillor Shepherd and seconded by Councillor Thorogood that these accounts be approved and submitted to the External Auditor. The proposal was carried.

### **102/09 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.

The Parish Clerk advised that a replacement fridge had already been ordered due to the failure of the existing one.

The policy, presented by Councillor Robinson, not to offer discounts on the hall fees other than those already in place for village residents was agreed. There would, however, be no charge for Parish Council sponsored events e.g. Wickhay Green Play Area.

Councillor Robinson advised that the members of the Working Group on the kitchen refurbishment had been established and the first meeting will take place on June 16.

### **103/09 SPORTS CLUB**

It was proposed by Councillor Robinson and seconded by Councillor Shepherd that £300 be spent to improve disabled access at the entrance to the Sports Ground from the car park. The proposal was carried.

It was proposed by Councillor Robinson and seconded by Councillor Buckley that £3250 be spent to install electrically operated shutters at the pavilion. The proposal was carried.

### **104/09 SALT BOXES**

It was agreed to remove the damaged salt boxes from Colam Lane and Aldermanburgh Green. The Parish Clerk will make the necessary arrangements.

### **105/09 PARISH WEBSITE**

It was agreed that councillors' e-mail addresses and telephone numbers would be the only information in the public domain. The Parish Clerk and Councillor Shepherd will update the notice boards and website respectively.

It was agreed to publicise the website in the local magazines to encourage people to read the "What's On" page. E-mail distribution within the village would be limited to sending information to as many local groups as possible and asking them to distribute to their members.

### **106/09 PARISH NEWSLETTER**

Councillor Thorogood agreed to develop proposals for a revised layout to the Parish Newsletter.

### **107/09 WICKHAY GREEN PLAY AREA**

Councillors Buckley and Hodgson reported that revised quotations had been obtained and that Councillor Hodgson will be meeting Mr D Richards from CBC on June 23 to seek his advice and to pursue the additional funding required.

The Parish Clerk will contact CBC to explore the possibility of purchasing the land at Spring Close or ensuring a long term lease is in place prior to commencing work.

**108/09 PARISH CLERK SALARY**

The Parish Clerk hours for 2009-10 were agreed.

**109/09 INFORMATION ITEMS**

Councillor Roberts reported Conservation Society activity in mapping wildlife in the village and that some recognition of the “greening of Little Baddow” had been achieved.

**110/09 NEXT MEETING**

The next Parish Council Meeting will take place on **Thursday July 16, 2009.**

The meeting closed at 9:55pm

**Chairman  
July 16, 2009**