



**122/08 MATTERS FROM PRIOR MEETINGS (cont)**

Minute No/Date/Councillor	Subject	Status
<p>41/08(e) VDS issues March 6, 2008 Councillor Robinson</p>	<p>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&gt;.</p> <p>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.</p>	<p><u>June.</u> Following this meeting and discussions with the group working on the SPD, it was agreed that Councillors Jones and Shepherd would join this group.</p> <p>Timing for a meeting with Mr Green and the Council is being finalised. The Clerk was requested to prepare a list of planning applications where CBC overruled the Council's objections</p> <p><u>July.</u> List of Planning Applications where CBC overruled the Council's objections completed. The Chairman to forward list to CBC for them to prepare response and set meeting date. Decision to be made whether CBC meeting is a private or public event.</p> <p><u>Sept.</u> It was agreed that the Chairman, Councillor Shepherd and Mr D Neal would meet to agree the best way forward that would capture the views of the whole village.</p> <p><u>October.</u> It was agreed at the meeting with Mr D Neal to divide the VDS into 3 sections with a different group updating each section. It appears that many parishes have completed a VDS which is then not taken into account by CBC Planning. It was agreed to consult with Councillors Robinson, Shepherd and Mr Neal whether to approach the EALC to develop a cross-parish response to CBC. CBC are responding to the list of planning application issues sent and will arrange a meeting prior to Christmas.</p>
<p>67/08(19) Litter Clear Up May 1, 2008 Councillor Roberts</p>	<p>Conservation Society request for Parish Council to take lead on litter clear up</p>	<p><u>June.</u> Liaise with Mrs M Martin so clear up can precede Best Kept Village inspection if possible. Local Guides/Brownies/schools to be invited to participate.</p> <p><u>July.</u> Councillor Roberts to prepare letter for Parish magazine.</p> <p><u>Sept.</u> To be organised to support the 2009 Best Kept Village Competition. ON HOLD until January 2009.</p>

## 122/08MATTERS FROM PRIOR MEETINGS (cont)

Minute No/Date/Councillor	Subject	Status
82/08 Parish Correspondent June 5, 2008	Councillors to identify potential candidates to the Chairman.	The Chairman and Councillor Roberts to consider potential candidates.
83/08 Website upgrade June 5, 2008 Councillor Ferguson	Implement website upgrade, inclusion of hall calendar and develop high quality LBPC logo.	<u>July.</u> Stormwave developing detailed proposal. A draft of the digital sign is available. <u>Sept.</u> Digital sign complete. Website proposal being progressed. The Clerk to update headed notepaper with new images. <u>October.</u> The draft of the new website will be available to view within a few days
84/08 Hall June 5, 2008 Councillor Hodgson	Sub-committee to develop maintenance and renewal plan for the Memorial Hall	First meeting scheduled September 10. <u>October.</u> List complete and costing being developed to support budget input.
84/08 Hall June 5, 2008 Parish Clerk	Upgrade Hall electrical system.	<u>July.</u> Instructions given to commence work. <u>Sept.</u> Work largely complete – one RCD to be fitted.
85/08 Barclays Bank June 5, 2008 Parish Clerk	Establish new banking arrangements with Barclays	In progress
87/08 Sports Field June 5, 2008 Parish Clerk	Notices required for the Sports Field.	<u>July.</u> Draft notices sent to EALC for legal review. Completion requested by end July latest. Notices to be put up at Sports Field when wording confirmed. <u>Sept.</u> Temporary notices erected mid-August. Costs for permanent notices approved in September. <u>October.</u> Signs now available. Exact location to be agreed with Sports Club.
97/08 Parish website content July 10, 2008 Councillor Roberts	Establish strategy for website content and updating period for each page	Councillors Roberts and Shepherd to meet to develop proposals. <u>October.</u> To be reviewed when new website available.
102/08 Wickhay Green Grants July 10, 2008 Councillor Buckley	Progress grant applications	<u>Sept.</u> Application refused by Big Lottery Fund. Others in progress. Letters being sent to local businesses for sponsorship. Film show scheduled for October 4. Proposal for large publicity board being developed. <u>October.</u> New funding opportunities to be followed up.
110/08 Footway on North Hill September 4, 2008 Councillor Ferguson	Identify properties on North Hill where hedges obstructing footway and schedule councillors to visit owners.	List of properties available. Councillor Shepherd to be asked to meet with owners.
112/08 (5) Parish Charter Mtg September 4, 2008 Councillor Thorogood/Parish Clerk	Attend CBC Meetings for Councillors and Clerks on Parish Charters.	CBC to issues draft Charter for review and amendment by each Parish Council. CLOSED

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Minute No/Date/Councillor	Subject	Status
112/08 (5) Parish Charter Mtg September 4, 2008 Councillor Thorogood/Parish Clerk	Attend CBC Meetings for Councillors and Clerks on Parish Charters.	CBC to issues draft Charter for review and amendment by each Parish Council. CLOSED
112/08 (9) Memorial bench September 4, 2008 Parish Clerk	Contact Highways Dept to obtain approval for siting bench at bus stop.	Highways Dept has agreed to proposed location of memorial bench. October. Councillor Jones to advise owners of properties by bus stop prior to proceeding.
112/08 (19) Holybred Wood September 4, 2008 Councillor Hodgson	Warden to bring proposals for plans for Holybred Wood to the October meeting.	Agenda Item No. 10 CLOSED
115/08 Memorial Hall September 4, 2008 Parish Clerk	Repairs required to chain link fence and heating system	Chain link fence is the temporary barrier to the car park. Leak from heating system repaired. CLOSED
116/08 Sports Ground September 4, 2008 Parish Clerk	Place contract to remove trees and arrange for a councillor to monitor work	Contract issued and work in progress. <u>October.</u> Work complete. To be checked prior to payment.

### PUBLIC QUESTION TIME

The meeting was closed between 8:04pm and 8:05pm and between 9:12pm and 9:50pm.

## 123/08 PLANNING APPLICATIONS

Application Number	Name of Applicant	Location and nature of the Proposed Development to which the application relates	Result
08/01196/FUL	Mr D King	Willowfield, The Ridge, Little Baddow <b>Replacement dwelling and 4 bay garage</b>	No Objection
08/01464/LBC	Mr M Reeve	Graces Cottage, Graces Lane, Little Baddow <b>Removal of boiler flue and installation of suspended fireplace and associated flue</b>	No Objection
08/01520/FUL	Mr & Mrs Pickering	Melrose, Wayside, Little Baddow <b>Single storey side extension</b>	No Objection
08/01401/FUL	Mr C Blanchett	Thornhill, Fir Tree Lane, Little Baddow <b>Two storey side extension with attached garage</b>	No Objection
08/01585/FUL	Mr P Murphy	The Old Rodney, Spring Elms Lane, Little Baddow <b>Two storey side extension with replacement basement</b>	No Objection

### 123/08 PLANNING APPLICATIONS (cont)

Application Number	Name of Applicant	Location and nature of the Proposed Development to which the application relates	Result
08/0940/FUL Amended	Chandler Bros.	6 The Rye Field, Little Baddow <b>Erection of a detached 3 bedroom bungalow with integral double garage within curtilage of No. 6. Demolition of existing garage and replacement garage and garden room extension to No. 6.</b>	Objection
08/01675/FUL		Fir Tree Cottage, North Hill, Little Baddow <b>Replacement garden wall</b>	Objection

### 124/08 GENERAL CORRESPONDENCE

Writer	Subject	Result
1. CBC	Meeting of the Parish Councils with Planning and Development Management - Thursday October 23	Councillor Ferguson to attend.
2. RCCE	Village Hall and Community Building Conference – Saturday October 18, Copford	Noted
3. ECC	Process for overhead banners over the roadway	Clerk to forward copy to Mrs Klaber.
4. Society of Local Council Clerks	Annual General Meeting – Saturday October 18, Reading	Noted
5. NALC	“Place Matters” Conference – Thursday/Friday November 20/21, London	Noted
6. ECC	Spring Elms Lane Closure – from November 3	Clerk to write to Councillor Martin advising him of communication issues on prior closures
7. Dept of Communities and Local Government	Consultation on making and enforcement of byelaws	Noted
8. Elm Green School	Use of Memorial Hall Car Park	Councillors Buckley and Johnson to meet with the Headmistress.
9. RCCE	Making the Links Parish Plan Project – Wednesday October 15	Clerk to check if Councillor Shepherd is able to attend.

125/08 ACCOUNTS

PAYMENT OF ACCOUNTS - October 2, 2008						
Cheque	Payee	Description	Subject	Cost	VAT	Total
**DD	Talk Talk	General	Telephone	£ 123.29	£ 21.57	£ 144.86
**DD	CBC	Memorial Hall	Rates	£ 106.00		£ 106.00
**DD	British Gas	Memorial Hall	Supply	£ 297.87	£ 52.13	£ 350.00
**DD	PWLB	Memorial Hall	Loan Repay.	£ 2,812.33		£ 2,812.33
**4459	Connaught Gasforce	Memorial Hall	Maintenance	£ 180.92	£ 31.66	£ 212.58
**4460	Connaught Gasforce	Sports Field	Maintenance	£ 446.36	£ 78.12	£ 524.48
4461	Mr R A Upward	General	Salary	£ 350.94		£ 350.94
4462	Mrs M Jarvis	Wickhay Gn	Salary	£ 32.73		£ 32.73
4463	Mr. J Sheriff	Memorial Hall	Salary	£ 553.98		£ 553.98
"	"	Memorial Hall	Telephone	£ 35.75	£ 6.25	£ 42.00
"	"	Memorial Hall	Expenses	£ 114.87	£ 15.72	£ 130.59
4464	Ritchcomm Ltd	Pavillion	Cleaning	£ 179.00		£ 179.00
4465	David Rickers	Memorial Hall	Maintenance	£ 85.00		£ 85.00
"	"	Sports Field	Signs	£ 95.00		£ 95.00
4466	EALC - CiCLA	General	Training	£ 350.00		£ 350.00
4467	EALC - Greens & Comms.	General	Training	£ 52.00		£ 52.00
4468	CBC	Memorial Hall	Refuse	£ 276.90	£ 48.46	£ 325.36
4469	CBC	Sports Field	Refuse	£ 103.48	£ 18.11	£ 121.59
4470	Open Spaces Society	General	Section 137	£ 30.00		£ 30.00
4471	HM Customs & Revenue	General	Tax/NI	£ 1,265.70		£ 1,265.70
4472	Ryall Ltd	Memorial Hall	Maintenance	£ 75.00		£ 75.00
				£ 7,567.12	£ 272.02	£ 7,839.14
	<b>ACCOUNTS STATUS</b>	<b>30/09/2008</b>	<b>+/- vs prior</b>	<b>RESERVES</b>		
	Current Account	£ 18,429.76	£ 14,156.24	Hall		£ -
	Reserve	£ 3,527.37	-£ 1,968.25	Pavilion		£ 2,000.00
	Capital Reserve	£ 8,445.88	£ 28.85	Spring Close		£ 15,750.00
	Scottish Widows Bank	£ 35,112.12	£ -	Clerks Reserve		£ 169.65
				EALC Reserve		£ 13,800.00
	<b>Total</b>	<b>£ 65,515.13</b>	<b>£ 12,216.84</b>	<b>Total</b>		<b>£ 39,558.79</b>
	Holybred Wood	£ 7,984.02	£ 40.05	<b>Funds Available</b>		<b>£ 25,956.34</b>
				<b>TOTAL</b>		<b>£ 65,515.13</b>
**	Paid outside of Council Meeting					

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

### **126/08 BUDGET PROCESS 2009/10**

Councillor Ferguson outlined the Budget process for 2009/10. All proposals for specific expenditures or revenue changes are to be advised to him by mid-October.

### **127/08 SURGERY**

Due to the very limited response, it was agreed not to extend the Councillors Surgery beyond the 6 month trial period. It was agreed that Councillor Roberts would develop a page for the website which would indicate that Councillors are available to meet with residents at short notice on specific issues.

### **128/08 AMENITIES**

Councillor Roberts agreed to investigate if the Chelmsford Borough Council would make free collections at the Memorial Hall for recycled plastics.

Councillor Johnson agreed to contact Essex Wildlife Trust for additional signs to be situated at the two unmarked entrances of Heather Hills.

### **129/08 HOLYBRED WOOD**

Mr John Hoosen gave an excellent presentation to the Council outlining the rationale for the coppicing carried out in Holybred Wood and the regeneration that is now taking place. The Council acknowledged the tremendous job that he and the new warden, Mr Peter Hodgson, have done for the village in looking after this wood. It was agreed that Mr Hodgson would consult with a number of experts and develop a plan for the wood over a 15 year cycle including projected costs. This will be reported to Council in 6-9 months.

It was agreed that Councillor Hodgson would prepare a short article summarizing the work done in Holybred Wood for the Parish Magazine and that a full report would be prepared for the Annual Report.

### **130/08 WICKHAY GREEN PLAY AREA**

Councillor Hodgson agreed to investigate the full implications of setting up the Wickhay Green Play Area as a separate group independent of the Parish Council which may result in greater opportunities for fund raising.

### **131/08 NEXT MEETING**

The next Parish Council Meeting will take place on **Thursday November 6, 2008**

The meeting closed at 10:05pm.

**Chairman  
November 6, 2008**