

**LITTLE BADDOW PARISH COUNCIL**

An Ordinary Meeting of the Parish Council was held in the Memorial Hall on July 13, 2017. The Meeting commenced at 7:30pm. In attendance: -

Dr N Cooper - Chairman

Mr K Bonsor  
Mrs M Coates-Jones  
Mr J Robinson

Mrs M Buckley  
Mr R Richmond  
Mr J Scott

Mr R Upward (Parish Clerk)

Members of the Public – none

**114/17 APOLOGIES FOR ABSENCE**

Apologies were accepted from Councillors Irvine and Shepherd.

**115/17 DECLARATION OF INTERESTS**

Councillors Cooper and Buckley declared a personal interest in all planning applications. Councillor Richmond declared a Pecuniary Interest in the Land adjacent to Sandpit Cottage and left the meeting for this item.

**116/17 MINUTES**

It was proposed by Councillor Buckley and seconded by Councillor Bonsor that the Minutes of the Meetings held on June 1 and June 15, 2017 are accepted as correct record of the meetings. The proposal was carried.

**117/17 MATTERS FROM PRIOR MEETINGS**

<b>Minute No/Date/Councillor</b>	<b>Subject</b>	<b>Status</b>
186/13 Speed warning signs December 5, 2013 Councillors Shepherd	Review ECC policy on speed warning signs, establish costs and bring proposal to Council.	No funding support for road modifications. Request for vehicle activated speed warning signs to be submitted to Highways Panel.
40/16 (7) Speeding on Ridge March 3, 2016 Councillor Cooper	Investigate re-instating Speedwatch	The Deputy PCC offered support for Speedwatch team if re-instated including lapel-cams to record abuse. Chairman to contact Rod Barrett.
82/16 Memorial Hall ceiling May 12, 2016 Councillors Cooper/Irvine	Develop a longer term solution to resolve problems associated with cracks in the Hall ceiling.	Contractor preparing quotation with the intent of completing work in August. Funding to be approved August 3.
153/16 Memorial Hall October 6, 2016 Parish Clerk	Non-payment of additional cleaning charge. Clerk to initiate court action if not paid within 14 days.	Warrant issued. Approximately 50% of debt paid to the court in regular installments.
176/16 Website upgrade November 3, 2016 Councillor Coates-Jones	Implementation of upgrade to Council website	Now 95% complete and waiting final sign-off. Scheduled to go live prior to month end.
54/17 (11) Way markers April 13, 2017 Councillor Irvine	Investigate whether additional finger post signs are required when footpath crosses new driveway at Tofts.	PRoW request submitted.
81/17 (1) Way markers May 11, 2017 Councillor Irvine	Finger posts missing on FP11.	Clerk to submit request to PRoW for new finger posts
84/17 Mobile Phone Antenna May 11, 2017 Parish Clerk/Cllr Cooper/Shepherd	Liaise with Harlequin Group to progress installation of a mobile phone antenna at the Sports Ground	Meeting with antenna experts on July 11. Harlequin are intending to submit a planning application mid-August. Council needs to appoint a lawyer to handle lease.

## 118/17 PUBLIC QUESTION TIME

None

## 119/17 DEVELOPMENT IN THE VILLAGE

Councillor Bonsor presented the following planning application:-

Application Number	Name of Applicant	Location and nature of the Proposed Development to which the application relates	Result
17/01002/FUL	Mr P Campion	Site at Little Graces, Graces Lane, Little Baddow <b>Change of use from existing farm workers accommodation to single dwelling with internal alterations.</b>	No objection

The Council considered the proposal in the Appeal Submission for the Land Adjacent to Sandpit Cottage which includes an offer of land to be made to the Parish Council. A formal offer has not been received by the Parish Council. After discussion, the Council unanimously agreed that this offer did not change any of the Council's prior objections to extending the village settlement zone for housing in this location.

It was agreed to consider the extent of the Council's involvement in the Appeal Hearing at the next meeting.

It was agreed to hold a Ordinary Meeting on August 3 commencing at 10:00am to consider the planning applications and handle approval items on the hall ceiling and phone mast installation.

## 120/17 CORRESPONDENCE

Writer	Subject	Outcome
1. Inproperty	Purchase of land west of The Ridge	Refused. Clerk to advise that this is key feature in the village and is not for sale.
2. Resident	Incorrect finger post of FP3	Cllr Irvine has advised that it appears that the footpath has been relocated. Clerk to advise PRoW.
3. Braintree DC	Hatfield Peverel Neighbourhood Plan consultation period.	Noted.
4. Resident	Litter left by Duke of Edinburgh Award participants	ECC and local organiser at Danbury advised.
5. CCC	Best Kept Street Award – High Pastures	Noted. Cllr Coates-Jones thanked for her efforts in preparing the competition entry and photos.
6. ECC	Superfast Broadband meeting invite	Cllr Robinson to attend
7. CCC	Local Plan update	Noted.
8. Maldon DC	Maldon LDP update	Noted
9. ECC	Where does the water go?	Chairman to present to the Conservation Society as worthwhile village project.
10. Resident	Overgrown footway at Tofts	Chairman to talk to land owners.
11. DanburyNP	Request for input on questionnaire	Cllrs Cooper, Robinson and Shepherd to complete and return by August 11.

## 121/17 ACCOUNTS

PAYMENT OF ACCOUNTS July 13, 2017						
Cheque	Payee	Description	Subject	Cost	VAT	Total
**DD	Barclays	General	Charges	£ 30.14		£ 30.14
**DD	NWG Business	Memorial Hall	Water	£ 173.62		£ 173.62
**DD	"	Pavilion	Water	£ 102.05		£ 102.05
**DD	"	Pavilion	Water	£ 12.51		£ 12.51
**DD	British Gas	Memorial Hall	Gas supply	£ 117.50	£ 23.50	£ 141.00
1340	Mr R A Upward	General	Salary	£ 621.04		£ 621.04
"	"	General	Phone box	£ 152.05	£ 30.41	£ 182.46
"	"	General	Hose reel	£ 44.16	£ 8.83	£ 52.99
"	"	Memorial Hall	Warrant	£ 77.00		£ 77.00
1341	LGPS	General	Pension	£ 239.16		£ 239.16
1342	Mrs M Jarvis	Spring Close	Supervision	£ 35.00		£ 35.00
1343	RitchComm Ltd	Pavilion	Cleaning	£ 198.75		£ 198.75
1344	J & L Rymill	Memorial Hall	Caretaker	£ 765.04		£ 765.04
1345	Skippers GM	General	Grass cutting	£ 234.00	£ 46.80	£ 280.80
1346	Community Transport	General	Election bus	£ 27.50		£ 27.50
1347	RCCE	General	Membership	£ 60.50	£ 12.10	£ 72.60
1348	Friends of Hist. Essex	General	Membership	£ 12.00		£ 12.00
1349	HMR&C	General	Tax/NI	1279.38		1279.38
1350	Essex Wildlife Trust	Heather Hills	Lease	£ 750.00		£ 750.00
1351	LB Sports Club	General	Grant	£ 1,192.00		£ 1,192.00
1352	Interserve FS	Memorial Hall	Inspection	£ 72.00	£ 14.40	£ 86.40
"	"	Pavilion	Inspection	£ 30.00	£ 6.00	£ 36.00
		TOTAL		£ 6,225.40	£ 142.04	£ 6,367.44
**	Paid outside of Council Meeting					

It was proposed by Councillor Coates-Jones and seconded by Councillor Richmond that the accounts are approved for payment. The proposal was carried.

### 122/17 ACTION PLANS

Action Plans were reviewed.

### 123/17 RISK ASSESSMENT

Councillor Richmond agreed to incorporate comments received and present to the next meeting.

### 124/17 MEMORIAL HALL

It was proposed by Councillor Robinson and seconded by Councillor Scott that the Council spends £380 to install exterior lighting controlled by timer/photo-cell at the front of the Memorial Hall. The proposal was carried.

### 125/17 NEIGHBOURHOOD PLAN

Councillor Robinson presented the Constitution of the Neighbourhood Plan Group and its interaction with the Parish Council. It was proposed by Councillor Scott and seconded by Councillor Coates-Jones that the Council approves the Constitution as presented. The proposal was carried.

It was proposed by Councillor Robinson and seconded by Councillor Coates-Jones that the Council makes a grant of £500 to the Neighbourhood Plan Group to cover incidental expenses. The proposal was carried.

### **126/17 VILLAGE IN BLOOM**

It was proposed by Councillor Scott and seconded by Councillor Bonsor that the Council spends £420 to install planters at each of the four village boundary signs. The proposal was carried.

The plan to water these planters and those to be installed at Aldermanburgh Green was agreed.

### **127/17 TELEPHONE BOX**

The Chairman advised that Councillor Irvine was recommending application for a lottery grant to fund the defibrillator. Details will be provided to the Parish Clerk when available.

### **128/17 FINANCE**

The Clerk advised that interest income will be substantially lower than budgeted and that the forthcoming expenditure on the hall ceiling can be funded by the CIL money which is incremental to the budget.

Councillor Coates-Jones confirmed that the cheque usage is consistent with expenditures approved at Council meetings (April-June) and the bank reconciliation statements.

### **129/17 INFORMATION ITEMS**

Councillor Bonsor advised that the hall lights are not being turned off by all users when leaving the building.

Councillor Bonsor reported an abandoned van in Spring Close. The Clerk will advise CCC.

The poor visibility at the bridge adjacent to the caravan park was raised which is largely due to overgrown vegetation. Highway Rangers are to be requested to cut back hedges. Clerk will re-circulate process to contact the Rangers.

In addition to considering the Risk Assessment, it was agreed to re-evaluate the Emergency Plan and the Memorial Hall Risk Assessment within the next three months.

### **130/17 NEXT MEETING**

The next Parish Council Meeting will take place on **Thursday August 3, 2017** commencing at 10:00am.

The meeting closed at 9:45pm.

**Chairman  
August 3, 2017**