

LITTLE BADDOW PARISH COUNCIL

The Annual Meeting of the Parish Council was held in the Memorial Hall on May 11, 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 R Shepherd

Mr R Upward (Parish Clerk)

Members of the Public – 2

73/17 ELECTION OF CHAIRMAN

It was proposed by Councillor Shepherd and seconded by Councillor Robinson that Councillor Cooper is elected chairman. The proposal was carried unanimously.

74/17 DECLARATION OF ACCEPTANCE OF OFFICE

Councillor Cooper read and signed the Declaration of Acceptance of Office

75/17 APOLOGIES FOR ABSENCE

Apologies were accepted from Councillors Irvine and Scott.

76/17 DECLARATION OF INTERESTS

Councillors Cooper and Buckley declared a personal interest in all planning applications.

77/17 MINUTES

It was proposed by Councillor Coates-Jones and seconded by Councillor Richmond that the Minutes of the Meetings held on April 13 and May 2, 2017 are accepted as correct record of the meetings. The proposal was carried.

78/17 MATTERS FROM PRIOR MEETINGS

Minute No/Date/Councillor	Subject	Status
186/13 Speed warning signs December 5, 2013 Councillors Shepherd	Review ECC policy on speed warning signs, establish costs and bring proposal to Council.	Councillor Spence to arrange meeting with Danbury, Boreham and LB to agree approach to traffic calming.
40/16 (7) Speeding on Ridge March 3, 2016 Councillor Cooper	Investigate re-instating Speedwatch	Councillor Shepherd to request police speed checks
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.	Meeting held with Essex and Cambridge CC expert. Report awaited
106/16 Trifarm June 2 Councillor Cooper	Council's objections ignored in Planning Officer's Report. Letter to be sent to CCC Planning.	May 27 event cancelled. All cycle events are scheduled for early morning. CLOSED

79/17 PUBLIC QUESTION TIME

The Chairman presented a cheque to the Rapid Relief Team and thanked them for their support for the village litter pick.

80/17 DEVELOPMENT IN THE VILLAGE

Councillor Bonsor presented the following planning applications:-

Application Number	Name of Applicant	Location and nature of the Proposed Development to which the application relates	Result
17/00273/FUL	Mr P Robinson	Ridge House, The Ridge, Little Baddow Two storey front and side extension, single storey side and single storey rear extensions to connect detached garage and conversion of garage to habitable accommodation.	Objection
17/00588/FUL	Hammonds Estates	Land south of Hammonds Farm, Hammonds Road Proposed change of use of redundant agricultural farm buildings to general industry (B2) and storage and distribution (B8) use.	No objection Traffic recommendation
17/00339/FUL	Dr H Shirvani	Woodlands, Fir Tree Lane, Little Baddow Retrospective application for a detached garage/shed	Objection

81/17 CORRESPONDENCE

Writer	Subject	Outcome
1. Resident	Finger posts missing FP11	Councillor Irvine
2. Resident	Request to consider cyclists and improve road safety	Councillor Cooper to reply
3. CCC	Civic Service	Councillor Cooper to attend
4. CCC	Best Street competition	Councillors Coates-Jones, Buckley, Robinson and Scott to complete entry form and advise Council

82/17 ACCOUNTS

Cheque	Payee	Description	Subject	Cost	VAT	Total
**DD	Barclays	General	Charges	£ 26.60		£ 26.60
**DD	CCC	Memorial Hall	Refuse	£ 468.26		£ 468.26
**DD	CCC	Sports Grnd	Refuse	£ 468.26		£ 468.26
**DD	British Gas	Memorial Hall	Gas supply	£ 165.83	£ 33.17	£ 199.00
**DD	Talktalk	General	Telephone	£ 30.45		£ 30.45
**1313	CCS Catercare Ltd	Memorial Hall	Dishwasher	£ 94.00	£ 18.80	£ 112.80
**1314	LBWI	General	Grant	£ 50.00		£ 50.00
**1315	Rapid Response Team	General	Grant	£ 50.00		£ 50.00
**1316	Mr M Garner	Memorial Hall	Refund	£ 200.00		£ 200.00
1317	Mr R A Upward	General	Salary	£ 655.24		£ 655.24
1318	LGPS	General	Pension	£ 239.16		£ 239.16
1319	Mrs M Jarvis	Spring Close	Supervision	£ 35.00		£ 35.00
1320	RitchComm Ltd	Pavilion	Cleaning	£ 198.75		£ 198.75
1322	Skippers GM	General	Grass cutting	£ 234.00	£ 46.80	£ 280.80
1323	Weave-a-web	General	Updates	£ 30.00	£ 6.00	£ 36.00

82/17 ACCOUNTS (cont)

Cheque	Payee	Description	Subject	Cost	VAT	Total
1324	MDW Technology	General	Back-up	£ 172.80	£ 34.56	£ 207.36
1325	EALC	General	Training	£ 80.00		£ 80.00
"	"	General	Training	£ 80.00		£ 80.00
1326	Mr Cleanoven Ltd	Memorial Hall	Oven clean	£ 134.50		£ 134.50
1327	J & L Rymill	Memorial Hall	Caretaker	£ 916.20		£ 916.20
	TOTAL			£ 4,329.05	£ 139.33	£ 4,468.38
**	Paid outside of Council Meeting					

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

83/17 MEMORIAL HALL

It was agreed that carpet cleaning should proceed as a maintenance item and that a hose pipe should be purchased to enable the watering of the tubs at the front of the hall.

84/17 MOBILE PHONE ANTENNA

It was proposed by Councillor Coates-Jones and seconded by Councillor Richmond that the Council express interest in principle about the request to consider a mobile phone mast at the Sports Ground. The proposal was carried.

It was agreed that Councillors Cooper, Shepherd and the Parish Clerk should meet with the Harlequin Group.

85/17 CIL PAYMENTS

The Clerk advised that a CIL payment of £5,050.05 had been received with conditions on how this money is spent. It was agreed to progress potential actions on the hall ceiling and traffic calming measures before deciding how to spend this money. Decision required by Q4, 2018.

86/17 ELECTION BUS

It was agreed to spend £25 to provide the community bus service on June 4 to bring residents to and from the polling station. The Parish Clerk will provide notices to display in the bus.

87/17 TELEPHONE BOX

It was proposed by Councillor Coates-Jones and seconded by Councillor Robinson that £155 is spent to purchase replacement glass panels for the telephone box. The proposal was carried.

It was agreed that the Council should continue to pursue grants for the purchase of the defibrillator.

88/17 FINANCE

It was proposed by Councillor Shepherd and seconded by Councillor Robinson that the existing direct debits, as presented by the Clerk, should continue. The proposal was carried.

Councillor Coates-Jones agreed to audit the cheque book versus the reconciliation statements on a quarterly basis.

89/17 MEETING DATES

The meeting dates for 2017-18 were agreed

90/17 INFORMATION ITEMS

Councillor Cooper agreed to assist Councillor Richmond with updating the Risk Assessment.

Councillor Robinson advised that the Neighbourhood Plan Group would need some funding to allow printing of leaflets. This will be included on the June agenda.

90/17 INFORMATION ITEMS (cont)

Councillor Robinson advised that the Neighbourhood Plan Group are developing Terms of Reference with the Parish Council and are developing questionnaires to be handed out at village events.

91/17 NEXT MEETING

The next Parish Council Meeting will take place on **Thursday June 1, 2017** commencing at 7:30pm.

The meeting closed at 8:45pm.

**Chairman
June 1, 2017**