

LITTLE BADDOW PARISH COUNCIL

An Ordinary Meeting of the Parish Council was held in the Memorial Hall on November 2, 2017. The Meeting commenced at 7:30pm. In attendance: -

Dr N Cooper - Chairman

Mr K Bonsor
Mr P Irvine
Mr J Robinson

Mrs M Coates-Jones
Mr M Richmond
Mr J Scott

Mr R Upward (Parish Clerk)

Members of the Public – 3

180/17 APOLOGIES FOR ABSENCE

Apologies were accepted from Councillors Buckley and Shepherd.

181/17 DECLARATION OF INTERESTS

Councillor Cooper declared a personal interest in all planning applications.

182/17 MINUTES

It was proposed by Councillor Richmond and seconded by Councillor Robinson that the Minutes of the Meeting held on October 5, 2017 are accepted as correct record of the meeting. The proposal was carried.

183/17 MATTERS FROM PRIOR MEETINGS

Minute No/Date/Councillor	Subject	Status
176/16 Website upgrade November 3, 2016 Councillor Coates-Jones	Implementation of upgrade to Council website	All clubs and societies information updated. CLOSED
127/17 Phone Box July 13, 2017 Councillor Irvine/Parish Clerk	Apply for grant to fund defibrillator in phone box at Wickhay Cottages.	Clerk has been provided details of potential grant.
173/17 Memorial Hall October 5, 2017 Councillor Cooper	Obtain risk assessment for the Hall and Pavilion by an expert on Legionella	Consultant identified by CCC and cost of assessment being established.
178/17 Damaged bench October 5, 2017 Councillor Richmond	Trace owner of vehicle responsible for the damage to the bench at the entrance to York Street and obtain insurance details.	Owner of vehicle traced through Neighbourhood Watch. Cllr Richmond to contact person 1 st weekend in November.

184/17 PUBLIC QUESTION TIME

The recent drop-in event arranged by the Neighbourhood Plan Team was highly praised for the way all the data was presented. The turn-out was exceptionally high – around 200 people attending.

The Neighbourhood Watch Co-ordinator advised that crime level was generally low due to the vigilance of the residents and requested that all incidents should be reported to him for circulation to the Group.

185/17 DEVELOPMENT IN THE VILLAGE

Mr Ferguson presented the following planning applications:-

Application Number	Name of Applicant	Location and nature of the Proposed Development to which the application relates	Result
17/01749/CLEUD	Mr T Dilworth	Land opposite The Willows, North Hill, Little Baddow Building for tools, woodland grassland livestock	Objection

185/17 DEVELOPMENT IN THE VILLAGE (cont)

Application Number	Name of Applicant	Location and nature of the Proposed Development to which the application relates	Result
17/01741/FUL	Mrs J Harrison	Thatched Cottage, The Ridge, Little Baddow Garage conversion with single storey side extension and new build timber frame pool shelter.	No objection
17/01795/FUL	Mr P Pietrazak	Holly Cottage, North Hill, Little Baddow Raising roof to accommodate first floor extension Single storey side extension, new rear porch and a new chimney.	No objection

186/17 CORRESPONDENCE

Writer	Subject	Outcome
1. Resident	Offer of free professional photography service	Noted. Neighbourhood Plan Team to be made aware of this offer.
2. Resident	Request to bury ashes in Heather Hills and install memorial bench	Refused. Clerk to advise resident on memorial bench policy.
3. Resident/EWT	Potential boundary encroachment on Heather Hills	Chairman and Clerk are investigating.
4. Environment Agency	Role in new Nuclear Power Station	Meeting to be set up 1 st or 3 rd week in January with nuclear waste expert. Danbury and Woodham Walter Councils to be invited.
5. Essex Heritage	Grants available to preserve local heritage	History Centre advised of this opportunity

187/17 ACCOUNTS

Cheque	Payee	Description	Subject	Cost	VAT	Total
**DD	Barclays	General	Charges	£ 18.09		£ 18.09
*DD	Talktalk	General	Clerk phone	£ 30.45		£ 30.45
*DD	CCC	Memorial Hall	Refuse	£ 468.26		£ 468.26
*DD	CCC	Pavilion	Refuse	£ 468.26		£ 468.26
*DD	Opus Energy	Memorial Hall	Electricity	£ 56.41	£ 2.82	£ 59.23
**DD	British Gas	Memorial Hall	Gas supply	£ 117.50	£ 23.50	£ 141.00
1392	Mr R A Upward	General	Salary	£ 635.59		£ 635.59
1393	LGPS	General	Pension	£ 239.16		£ 239.16
1394	Mrs M Jarvis	Spring Close	Supervision	£ 35.00		£ 35.00
1395	Skippers GM	General	Grass cutting	£ 234.00	£ 46.80	£ 280.80
1396	RitchComm Ltd	Pavilion	Cleaning	£ 198.75		£ 198.75
1397	J & L Rymill	Memorial Hall	Caretaker	£ 874.08		£ 874.08
1398	RBS Software	General	Software	£ 116.00	£ 23.20	£ 139.20
1399	CCC	B'band Ques.	Printing	£ 40.00	£ 8.00	£ 48.00
1400	RCCE	Comm Profile	NP	£ 36.00	£ 7.20	£ 43.20
1401	Mr N Connor	Engage. Event	NP	£ 105.53		£ 105.53
1402	Mrs D Kendall	Engage. Event	NP	£ 20.00		£ 20.00
1403	Mrs A Williams	Memorial Hall	Refund	£ 200.00		£ 200.00
	TOTAL			£ 3,893.08	£ 111.52	£ 4,004.60

187/17 ACCOUNTS (cont)

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

188/17 NEIGHBOURHOOD PLAN

The Council approved the Constitution for the Neighbourhood Plan Steering Committee and its membership.

Mr Ferguson gave an overview of the drop-in event which was exceptionally well attended with around 200 residents attending and this has created an excellent data base to develop the questionnaire which will be sent to all residents.

189/17 DRAFT BUDGET 2018-19

The Clerk provided the baseline for the draft budget. Councillor Richmond outlined the potential money available to spend on new actions identified for 2018-19. The potential precept increase will be between 2 and 2.5 %. Spending priorities were agreed, including improving the sound system for the film nights. The proposed lighting rig for the stage was deleted as there is little use of the stage requiring specialist lighting. It was agreed that more actions could be contained if Councillors actively pursued grants which are available for most of the proposed actions.

Councillors agreed to obtain provide more detailed assumptions for the proposed spending items and to develop better cost estimates. A working party was agreed to develop detailed plans for improving Village in Bloom.

190/17 NEWSLETTER

Councillor Cooper requested that all draft articles are provided by the December meeting. A working party was agreed to progress the newsletter.

191/17 RISK ASSESSMENTS

The Memorial Hall Risk Assessment has been completed and accepted by the Council. The risk assessments for the Sports Ground, Open Spaces and Play Areas will be reviewed at the December meeting.

192/17 COMMUNITY CARE GRANT

It was proposed by Councillor Irvine and seconded by Councillor Scott that a grant of £100 is made to the Community Care Group to encourage the use of the public bus service to Chelmsford. The proposal was carried.

There are still issues with the timetable and bus stops in Chelmsford which the Community Care Group is clarifying.

193/17 FINANCE

Councillor Coates-Jones confirmed that the cheques issued are consistent with the approved expenditure items and the bank reconciliation.

194/17 CLERK'S CONTRACT

It was resolved to exclude the public for this item.

It was agreed to increase the Clerk's remuneration to Spinal Point 28.

It was agreed that Councillors Cooper and Coates-Jones would determine the Spinal Point appropriate for the job content.

195/17 INFORMATION ITEMS

Councillor Bonsor reported residents concerned that the play area is being used for illegal activities. Residents must be encourage to report these to the police as the Council cannot pursue this matter until a significant number of complaints have been recorded.

196/17 NEXT MEETING

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

The meeting closed at 9:35pm.

**Chairman
December 7, 2017**