

LITTLE BADDOW PARISH COUNCIL

An Ordinary Meeting of the Parish Council was held in the Memorial Hall on March 1st 2018. The Meeting commenced at 7:30pm. In attendance: -

Dr N Cooper - Chairman

Mrs M Coates-Jones
Mr J Robinson
Mr R Shepherd

Mr P Irvine
Mr J Scott

Mr K Bonsor

(Mr R Shepherd (Acting Clerk)

Members of the Public – 7

20/18 APOLOGIES FOR ABSENCE

Apologies were accepted from Councillor Richmond and Councillor Buckley.

21/18 DECLARATION OF INTERESTS

Councillor Cooper declared a personal interest in all planning applications.

22/18 MINUTES

It was proposed by Councillor Scott and seconded by Councillor Robinson that the Minutes of the Meeting held on 11th January are accepted as correct record of the meeting. The proposal was carried. It was proposed by Councillor Scott and seconded by Councillor Robinson that the Minutes of the Meeting held on 15th February are accepted as a correct record of the meeting. The proposal was carried.

23/18 MATTERS FROM PRIOR MEETINGS

Minute No/Date/Councillor	Subject	Status
129/17 Emergency Plan Councillor Bonsor/Shepherd Robinson	To be discussed with Clerk regarding an update	Discussions ongoing between Councillor Bonsor and Mr. Ferguson
40/16 (7) Speeding on Ridge March 3, 2016 Councillor Cooper	Investigate re-instating Speedwatch	Training requested for new members December 2017. New roundels are being considered.
81/17 (1) Way markers May 11, 2017 Councillor Irvine	Finger posts missing on FP11.	Specification for new way markers to be established,
127/17 Phone Box July 13, 2017 Councillor Irvine/Parish Clerk	Apply for grant to fund defibrillator in phone box at Wickhay Cottages.	Working Group established to determine specification and progress grants.
151/17(2) Millennium Walk September 7, 2017 Councillor Irvine	Issues with Millennium Walk	Enquiry to ascertain the location of marker signs;
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.	Vehicle owner traced and claim registered. Waiting response from insurance company. Further letter sent to insurance company. Further discussions to take place with the Clerk.
186/17 (3) HH Boundaries November 2, 2017 Councillor Cooper/Clerk	Investigate potential boundary infringement in Heather Hills	Met with resident and GPS survey undertaken. Agreement has now been reached on correct boundary.

24/18 PUBLIC QUESTION TIME

1. A complaint was made by Mr. Campion of 'Good Graces' regarding a development adjacent to his property. A number of matters which concern him are currently being addressed by the City Council. Should there be an amended planning application this will be considered by Council.

2. A complaint was made by Mr. Hardwicke regarding cyclists causing damage within Heather Hills. Councillor Irvine will look into the matter which will be discussed at our next meeting.

3. A Mr. Hardman and a number of residents attended to complain of the 'fencing off' of woodland previously open to all to walk and enjoy at Common Lane Little Baddow. The Council will make enquiries as to ownership and asked that those who have used the woods over many years let the Council know. An article will appear in the 'Little Baddow News'. The question of a permissive footpath will be considered.

25/18 DEVELOPMENT IN THE VILLAGE

Application Number	Name of Applicant	Location and nature of the Proposed Development to which the application relates	Result
17/02139/FUL	Ms M Rotherham	Heathwood, Fir Tree Lane, Little Baddow Proposed garage conversion consisting extensions and raising of roof.	Objection
18/00266/FUL	Mr T Dilworth	Land opposite The Willows, North Hill, Little Baddow Construction of hard standing	Objection
18/00173/FUL	Mr & Mrs Kiernan	9 Litchborough Park, Little Baddow Single storey extension to rear of property	No objection
18/00288/FUL	Mr & Mrs Soulsby	Treliske, The Ridge, Little Baddow Single storey rear extension	No objection

26/18 CHELMSFORD LOCAL PLAN

Council endorsed the Local Plan and Mr Ferguson will draft a reply for the Chairman.

27/18 CORRESPONDENCE

Writer	Subject	Outcome
1. Mrs Sue Evans	Planning issues at the Coach House	Chairman had discussed the matter with Mrs Evans.
2. Parish Council	Unofficial lay by near Mill House	Steps are being taken to address the problem by Councillor Mel Coates-Jones.
3. Love where you live street care	Assistance to maintain Village	Councillor Bonsor

4. Parish Council	Bollards at the end of Fir Tree Lane	A combination lock has been fitted.
5. Parish Council	Restricted access to woods at Common Lane.	Matter being investigated
6. Mr Simon Johnson	Footpath issues	Now fixed by residents.
7. Councillor Mel Coates-Jones	Complaint that the planning meeting on the 15 th February was not on the website of the Parish Council	It was established that the Planning meeting was correctly on the website.

28/18 ACCOUNTS

Cheque	Payee	Description	Subject	Cost	VAT	Total
**DD	Barclays	General	Charges	£ 23.07		£ 23.07
**DD	Talktalk	General	Clerk phone	£ 28.95		£ 28.95
**DD	Opus Enery	Memorial Hall	Electricity	£ 97.15	£ 4.86	£ 102.01
**DD	British Gas	Memorial Hall	Gas supply	£ 131.67	£ 26.33	£ 158.00
**DD	Wave	Memorial Hall	Sewage	£ 143.00		£ 143.00
**DD	Wave	Sports Grd	Sewage	£ 30.08		£ 30.08
**1424	Mr R A Upward	General	Salary	£ 648.56		£ 648.56
"	"	Memorial Hall	Light bulbs	£ 9.98	£ 2.00	£ 11.98
**1425	LGPS	General	Pension	£ 246.85		£ 246.85
**1426	Mrs M Jarvis	Spring Close	Supervision	£ 35.00		£ 35.00
**1427	RitchComm Ltd	Pavilion	Cleaning	£ 198.75		£ 198.75
**1428	J & L Rymill	Memorial Hall	Caretaker	£ 782.67		£ 782.67
**1429	Mr J Sheriff	Memorial Hall	Maintenance	£ 166.00		£ 166.00
**1430	MDW Technology	General	M'box host	£ 72.00	£ 14.40	£ 86.40
**1431	CCS (Catercare)	Memorial Hall	Dishwasher	£ 247.71	£ 49.54	£ 297.25
"	CCS (Catercare)	Memorial Hall	Dishwasher	£ 102.50	£ 20.50	£ 123.00
**1432	PPL	Memorial Hall	Licence	£ 96.20	£ 19.24	£ 115.44
**1433	PRS	Memorial Hall	Licence	£ 18.15	£ 3.63	£ 21.78
**1434	Weave a Web	Memorial Hall	W'site host	£ 120.00	£ 24.00	£ 124.00
**1435	Open Spaces	General	Membership	£ 45.00		£ 45.00
**1436	EPFA	Sports Grd	Membership	£ 30.00		£ 30.00
"	EPFA	Sports Grd	Competition	£ 10.00		£ 10.00
**DD	Barclays	General	Charges	£ 17.25		£ 17.25
**DD	Talktalk	General	Clerk phone	£ 28.95		£ 28.95
**DD	Opus Enery	Memorial Hall	Electricity	£ 112.17	£ 5.61	£ 117.78
**DD	British Gas	Memorial Hall	Gas supply	£ 131.67	£ 26.33	£ 158.00
1437	Mr R A Upward	General	Salary	£ 656.16		£ 656.16
"	"	General	Stationery	£ 90.23	£ 18.05	£ 108.28
"	"	Memorial Hall	New tables	£ 214.00	£ 42.80	£ 256.80
"	"	Memorial Hall	Repl. Tables	£ 186.00	£ 37.20	£ 223.20
1438	LGPS	General	Pension	£ 246.85		£ 246.85
1439	Mrs M Jarvis	Spring Close	Supervision	£ 35.00		£ 35.00
1440	RitchComm Ltd	Pavilion	Cleaning	£ 198.75		£ 198.75
1441	J & L Rymill	Memorial Hall	Caretaker	£ 1,081.11		£ 1,081.11

28/18 ACCOUNTS (cont)

Cheque	Payee	Description	Subject	Cost	VAT	Total
1442	The Printing Place	General	Newsletter	£ 726.00		£ 726.00
"	The Printing Place	N'hood Plan	Survey	£ 269.00	£ 53.80	£ 322.80
"	The Printing Place	N'hood Plan	Survey	£ 184.00	£ 36.80	£ 220.80
1443	Mr T Clayton	N'hood Plan	Stamps	£ 498.56		£ 498.56
1444	Mr K Ferguson	N'hood Plan	Stamps	£ 5.32		£ 5.32
1445	RCCE	Memorial Hall	Membership	£ 50.00	£ 10.00	£ 60.00
1446	Chelmsford Plumbing	Pavilion	Boiler maint.	£ 570.00	£ 114.00	£ 684.00
		TOTAL		£ 8,584.31	£ 509.09	£ 9,073.40
**	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.

29/18 PARISH ASSEMBLY

1. Dr. Dollery from the Danbury Medical Centre will speak on Primary Care in mid-Essex.
2. Councillor Irvine, Councillor Scott and Councillor Mel Coates-Jones agreed to assist in the planning for the Parish Assembly.

30/18 PURCHASE OF DISHWASHER

The paper produced was discussed and it was proposed by Councillor Bonsor and seconded by Councillor Irvine that the dishwasher supplied by Buzz Supplies of Bishops Stortford at a cost of £1791.54 be purchased. The proposal was carried.

31/18 FOOTPATHS

Councillor Irvine reported to Council that all matters had been resolved.

32/18 BROADBAND QUESTIONNAIRE

A paper has been prepared setting out the current position regarding this matter which will be forwarded to those parishioners who had replied to the survey. The current installation in the village has been completed and no date has been set for any further installation

33/18 WAR MEMORIAL

An enquiry had been made by the original funders to the War Memorial as to whether some funding could be made available to carry out certain matters which had now arisen in connection with a QR Code. It was proposed by Councillor Shepherd and seconded by Councillor Irvine that the sum of £100 should be granted. The proposal was carried.

34/18 VILLAGE IN BLOOM

Councillor Bonsor and Councillor Mel Coates-Jones prepared a paper setting out their wishes. It was proposed by Councillor Robinson and seconded by Councillor Scott that the sum of £340 be approved for this purpose. The proposal was carried.

35/18 LIVING LANDSCAPES

The Chairman has met with Marie Molyneaux and has agreed in consultation with Councillor Mel Coates-Jones the area where wild seeds maybe grown. They are 1. Aldermanburgh Green and 2. Church Road.

36/18 NEIGHBOURHOOD PLAN

Councillor Robinson updated the meeting on the current position.

37/18 INTERNAL AUDITOR

Our current internal auditor is unwell and the Council needs to appoint someone who can have an independent view on how the Council carries out matters in accordance with their financial regulations. The person appointed does not need to be an accountant but can be paid. It was proposed by Councillor Scott and seconded by Councillor Robinson that the Chairman be authorised to negotiate a remuneration of between £200 and & £750 for this purpose. The proposal was carried.

38/18 INFORMATION ITEMS

1. The automatic flood signs were now in operation and the Council had been supplied with electronic controllers. Councillor Bonsor will be supplied with a controller.
2. A complaint had been made regarding the management of Blake's Wood. Councillor Irvine will discuss with the management concerned,

39/18 NEXT MEETING

The next Parish Council Meeting will take place on **Thursday April 5th 2018** commencing at 7:30pm.

The meeting closed at 9:45pm.

**Chairman
April 5th 2018**