

LITTLE BADDOW PARISH COUNCIL

ANNUAL MEETING – Thursday May 1, 2008

The Annual Meeting of the Parish Council was held in The Memorial Hall on Thursday May 1, 2008. The Meeting commenced at 7.45 p.m. Those present were:-

Mr J Robinson - Chairman

Mrs M Buckley
Mrs C Hodgson
Mrs J Roberts

Mr K Ferguson
Mr S Johnson
Mr T J Thorogood.

In attendance: Mr R Upward (Clerk)

Members of the Public 3

55/08 APOLGIES FOR ABSENCE

None

56/08 ELECTION OF CHAIRMAN

It was proposed by Councillor Ferguson and seconded by Councillor Buckley that Councillor Robinson be elected as Chairman. There were no other nominations. Councillor Robinson was elected unanimously.

57/08 DECLARATION OF ACCEPTANCE

The declaration was read and signed by Councillor Robinson.

58/08 ELECTION OF VICE CHAIRMAN

It was proposed by Councillor Johnson and seconded by Councillor Roberts that Councillor Ferguson be elected as Vice Chairman. There were no other nominations. Councillor Ferguson was elected unanimously.

59/08 CO-OPTION OF COUNCILLORS

The Council voted to co-opt Mr Robert Shepherd and Mr Laurence Jones to fill the vacancies caused by the resignations of Councillors Clayton and Rigler. The Parish Clerk to advise the outcome to the unsuccessful applicant.

60/08 SPECIAL RESPONSIBILITIES

The allocation of special responsibilities was agreed.

PARISH MEETING

In attendance:-

Mr J Robinson - Chairman

Mrs M Buckley
Mrs C Hodgson
Mr L Jones
Mr T J Thorogood.

Mr K Ferguson
Mr S Johnson
Mr R Shepherd

Mr R Upward (Clerk)

Members of the Public 3

61/08 APOLOGIES FOR ABSENCE

Mrs J Roberts

62/08 DECLARATION OF INTERESTS

None

63/08 CO-OPTION OF COUNCILLORS

The Chairman congratulated Councillors Jones and Shepherd on their co-option and welcomed them to the Parish Council.

The Declaration was read and signed by Councillors Jones and Shepherd.

The Parish Clerk requested Councillors Jones and Shepherd to complete and return their Register of Business Interests within 28 days.

64/08 MINUTES

It was proposed by Councillor Johnson and seconded by Councillor Ferguson that the Minutes of the meeting held on April 3, 2008 be accepted as a correct record. The proposal was carried.

65/08 MATTERS ARISING

08/08 - Aldermanburgh Green - Councillor Roberts to establish date and arrangements for the ceremony. The tree has been purchased.

22/08 - Radiators – Mr J Sheriff is continuing to monitor the hall temperatures and the timing for the heating. The electric socket disconnected during the installation of the radiators has been repaired

41/08(a) - Footway between Wayside and Runsell Lane - Councillor Roberts to progress.

41/08(e) - Village Design Statement - the Chairman and Councillor Jones are to meet with the Conservation Society Mr Derek Stebbing on May 7, 2008 to discuss the upgrade of the VDS to a Supplementary Planning Document (SPD). In response to the letter concerning the use of the VDS in planning decisions, the CBC Planning Manager, Mr David Green, had offered to meet with the Parish Council. The Chairman is to agree timing for a separate meeting.

PUBLIC QUESTION TIME

The meeting was closed from 8.50pm to 8.55pm.

66/08 PLANNING APPLICATIONS

Application Number	Name of Applicant	Location and nature of the Proposed Development	Result
08/00474/FUL	Mr D Murphy	The Laurels, Spring Elms Lane, Little Baddow Replacement dwelling. Re-submission of 07/01674/FUL)	Objection on grounds of policy. Concerns over alleged planning officer comments.
08/00590/FUL	Mr M Church	Uplands, The Ridge, Little Baddow Raise existing roof to create a two storey dwelling together with new dormers at the front and rear. Two storey rear extension to replace existing conservatory.	No objection
08/00610/FUL	Mr P Murphy	The Old Rodney, Spring Elms Lane, Little Baddow Single storey side extension to existing playroom and proposed first floor side extension to provide a fourth bedroom.	No objection
08/00668/FUL	Mrs M Cunningham	Honeymead, Holybred Lane, Little Baddow Regularise the position of the garage	Objection to change in location
TPO/2007/139		Riffhams Little Field, Riffhams Chase, Little Baddow Variation of existing TPO	Noted
TPO/2008/024		Woodhay, Fir Tree Lane, Little Baddow	Noted
<u>PLANNING CORRESPONDENCE</u>			
TPO/2007/160		Land on the west side of North Hill (opposite Coleraines) TPO confirmed without variation	Noted

It was noted that there will be a meeting on May 19, 2008 at the Danbury Mission to discuss the planning application for the proposed Medical Centre.

67/08 GENERAL CORRESPONDENCE

Writer	Subject	Result
1. Danbury Community Transport	Receipt of grant	Noted
2. ECC	Introduction of 1 APP Application Forms – transition period.	Noted
3. CBC – The Mayor's Office	Invitation to Civic Service on June 8, 2008	Councillors Shepherd and Johnson to attend
4. ECC – Public Rights of Way	Request for 2008/9 work proposals	Noted – no submission to be made this year.
5. Friends of Historic Essex	Membership request	Agreed
6. Essex Police	Museum Family Fun Day – May 17, 2008	Noted
7. EALC	Chairman's Day Training – Modules 3 & 4 – June 3, 2008	Councillor Robinson
8. ETP	Planning for the future of your village – Training June 12, 2008	Noted
9. CBC	Plastic Bottle Bag Distribution	Noted
10. Mid Essex Forum	A12 Inquiry – Request for written evidence by May 19	Noted – information already provided.
11. Stop Stansted Expansion	Proposed Airspace Changes Consultation – May 22 Deadline	Noted
12. Audit Commission	Notice of Annual Audit – July 14	Noted.
13. Rural Community Council of Essex	Eligibility for RCCE Best Green Village	No entry to be made for Best Green Village this year
14. Parishes Transportation Group	Minutes of March 11 Meeting and agenda for the May 6 Meeting	Noted. Councillor Hodgson to attend.
15. EALC	Questionnaire on proposed e-Planning Consultation Process	Councillor Ferguson
16. CBC	Danbury Bike Festival July 19/20	Noted
17. Mrs M Klaber on behalf of the Little Baddow History Centre	Request to transfer selected data to the Essex Records Office	Agreed. Records to be kept of data transferred to the ERO.
18. EALC	Request for material to publicise achievements by parish councils within their village.	Councillor Shepherd
19. Conservation Society	Request for support for litter clear up	Councillor Roberts

68/08 ACCOUNTS

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

PAYMENT OF ACCOUNTS May 1, 2008						
Cheque	Payee	Description	Subject	Cost	VAT	Total
**DD	Talk Talk	General	Telephone	£ 23.09	£ 4.03	£ 27.12
**DD	CBC	Memorial Hall	Rates	£ 106.00		£ 106.00
**DD	British Gas	Memorial Hall	Supply	£ 149.52	£ 7.48	£ 157.00
**4381	Mrs J Renvoize	Memorial Hall	Refund	£ 60.00		£ 60.00
**4382	Scottish Widows Bank	Reserves	Transfer	£ 500.00		£ 500.00
4383	Mrs M Jarvis	Wickhay Gn	Salary	£ 32.73		£ 32.73
4384	Mr R J Shepherd	General	Gratuity	£ 1,611.68		£ 1,611.68
4385	Mr R A Upward	General	Salary	£ 395.95		£ 395.95
"	"	General	Stationery	£ 16.62	£ 2.91	£ 19.53
"	"	General	Tree	£ 29.30	£ 5.13	£ 34.43
"	"	General	Petty Cash	£ 75.00		£ 75.00
4386	Mr. J Sheriff	Memorial Hall	Salary	£ 702.88		£ 702.88
"	"	Memorial Hall	Telephone	£ 5.38	£ 0.94	£ 6.32
"	"	Memorial Hall	Expenses	£ 179.78	£ 31.44	£ 211.22
4387	Ritchcomm Ltd	Pavillion	Cleaning	£ 175.25		£ 175.25
4388	Women's Institute	Memorial Hall	Refund	£ 160.00		£ 160.00
4389	Stormwave	General	Website	£ 57.49	£ 10.07	£ 67.56
"	"	General	Website	£ 35.00	£ 6.13	£ 41.13
4390	D F Clark Contractors	Holybred	Coppicing	£ 3,525.00		£ 3,525.00
4391	EALC	General	Training	£ 52.00		£ 52.00
4392	EALC	General	Training	£ 32.00		£ 32.00
4393	Friends of Historic Essex	General	Section 137	£ 10.00		£ 10.00
4394	R W Hardwicke	Memorial Hall	Expenses	£ 30.00	£ 5.25	£ 35.25
"	R W Hardwicke	Memorial Hall	Expenses	£ 342.00	£ 59.85	£ 401.85
4395	CBC	Memorial Hall	Expenses	£ 276.90	£ 48.46	£ 325.36
4396	CBC	Memorial Hall	Expenses	£ 103.48	£ 18.11	£ 121.59
4397	EALC	General	Expenses	£ 341.08		£ 341.08
4398	Staples	General	Stationery	£ 28.97	£ 5.07	£ 34.04
4399	Danbury Elec. Services	Memorial Hall	Expenses	£ 110.00	£ 19.25	£ 129.25
4400	Maldon Printing Company	General	Maps	£ 1,145.00		£ 1,145.00
				£10,312.10	£ 224.12	£ 10,536.22
	ACCOUNTS STATUS	30.04.2008	B/(W) prior	RESERVES		
	Current Account	£ 18,390.87	£ 13,178.22	Hall		
	Reserve	£ 5,432.67	£ 32.51	Pavilion		£ 2,000.00
	Capital Reserve	£ 37,290.96	£ 219.80	Spring Close		£ 15,000.00
	Scottish Widows Bank	£ 500.00	£ 500.00	Clerks Reserve		£ 169.65
				EALC Reserve		£ 13,800.00
	Total	£ 61,614.50		Total		£ 41,505.87
	Holybred Wood	£ 11,419.41	£ 65.51	Funds Available		£ 20,108.63
				TOTAL		£ 61,614.50
**	Paid outside of Council Meeting					

69/08 REVIEW OF SALARIES

Councillor Ferguson advised that the percentage increase for all salaries from April 1, 2008 is 4.1% inline with the latest available RPI data.

70/08 SPORTS CLUB- INCREASED CLEANING CHARGES

It was proposed by Councillor Hodgson and seconded by Councillor Ferguson that the Council accept the increase from £175.25 to £179.00 per month. The proposal was carried.

The Clerk to ask Mr Sheriff to investigate and resolve the maintenance issues identified in the RitchComm report.

71/08 WEBSITE UPGRADE

It was proposed by Councillor Johnson and seconded by Councillor Shepherd that the Parish Council Website be upgraded at a cost of around £700. The proposal was carried.

Councillor Ferguson is to establish with Stormwave the most effective way of adding calendar availability of the Memorial Hall.

Councillor Johnson is to provide revised text regarding the archaeological comments on the existing website.

72/08 HEATHER HILLS

It was proposed by Councillor Ferguson and seconded by Councillor Thorogood that the concrete seat base in Heather Hills be removed at a cost of £165. The proposal was carried. The work is to be carried out in conjunction with Essex Wildlife Trust who will ensure regrading of the hill after removal of the concrete base.

73/08 COUNCILLOR SURGERY ROTA

The surgery rota was agreed, commencing the first Saturday in June. Councillor Hodgson is to provide notices for the Clerk to publish on the notice boards.

74/08 DATE OF NEXT MEETING:

Thursday June 5, 2008

The meeting closed at 10.10pm

**Chairman
June 5, 2008**