

A Meeting of the Parish Council at The Parish Hall, Great Baddow on Monday 10th February 2014

The Council met at 7.30 pm on **Monday 10th February 2014** in The Parish Hall, Great Baddow. Councillor Mrs J Sosin chaired the meeting.

Present: Councillors Mrs J Sosin, Mrs C Shaw, K Liley, Mrs S Young, K Ronaldson, Mrs D Ronaldson, J Fuller, Mrs V Sadowsky, T Miller and Mrs M Miller

In Attendance: The Clerk of the Council and the Assistant Clerk
Two members of the public (one arriving at 7.43pm)

606/13Public Announcements

There were no public announcements.

607/13Apologies for Absence

Apologies for absence were received from Cllrs A Sosin, T Hatcher, and G Jarvis. Cllrs T Miller and Mrs M Miller would be late.

608/13Declaration of Interests

There were no declarations of Disclosable Pecuniary Interests, Other Pecuniary Interests or Registered Non Pecuniary Interests.

609/13Minutes of the Council Meeting – 13th January 2014

The minutes of the Council meeting held on 13th January 2014 were signed as a true statement. Proposed by Cllr Mrs D Ronaldson and seconded by Cllr Mrs C Shaw. Cllr J Fuller enquired whether the minutes could be distributed by email and the Clerk replied that this would need to be done in addition to the circulation of a hard copy, as this remained the agreed form of distribution. It was agreed that a group email would be used to distribute the minutes to all councillors at the same time as the hard copy was sent.

610/13Public Question Time

Although members of the public were present, no questions were raised.

611/13Clerk's Report

1. Exchange Visits

Cllr Mrs S Young had provided a piece about exchange visits for the Great Baddow Times, which will be in the next edition. This is due to be distributed during the first week in March. Using this information supplied by Cllr Mrs S Young, the Clerk will contact local schools.

2. Remembrance Day Service

The Clerk has written to the Church about participation in the Remembrance Day Service and is awaiting a reply.

3. Chelmsford City Council – “Visit Chelmsford” App

The Clerk sent the press release about the App to the Editor of the Great Baddow Times. It has not appeared in the proof, which would suggest that there was no room for it in this edition.

4. Chelmsford City Council CCTV Control Centre

Cllr A Sosin had received a reply to his email, sent to Spencer Clark at the City Council, and the Clerk will circulate this to all councillors.

5. Essex County Council Footpath 5 Sandon and Footpath 69 Great Baddow

The Clerk submitted the information provided at the last meeting, and the additional photographs and information provided by Cllrs A Sosin and Mrs J Sosin. The officer at Essex County Council has said that an investigation is being undertaken and a copy of the final report will be sent to the Parish Council.

Cllrs T Miller and Mrs M Miller and a member of the public entered the meeting at 7.43pm.

6. Chelmsford City Fairtrade Campaign

The Clerk has yet to contact the campaign about the Council's decision and to send a copy of the email to the Community Association.

7. Great Baddow Art Project

Another meeting will be held between the Parish Council representatives, Chelmsford City Council and the artists on 14th February 2014. The meeting will be held in CR2.

8. Planning application for cycle route at the Army and Navy site

Cllr K Ronaldson informed the meeting that a planning application had been made by Essex County Council Highways Department with regard to a proposed cycle route on the Jewsons's side of the Army and Navy roundabout. The Clerk confirmed that this matter will be on the agenda for the next Planning Committee meeting on 17th February 2014.

612/13Correspondence

1. Carole Shorney – request to the Parish Council to support a petition on Safeguard Our Soils. It was agreed that the type of agricultural land referred to in the petition was not totally relevant to Great Baddow. The Clerk confirmed that this type of land is being used in particular for the development of solar farms. It was agreed that the Parish Council would not sign the petition, but any members that wished to do so could sign individually.
2. Chelmsford City Council – to decide on the Play in the Park 2014 sessions. It was agreed to request eight sessions, as in previous years, two to be held at Easter and six in the summer holidays. Due to the disappointing response to the Teen Rec sessions last year, all the sessions this year will be for the 6 – 11 age range. Specially arranged sessions can be requested for older children but the Council decided against this course of action. Leaflets and posters will be provided by the City Council closer to the time, and these will be displayed on the Parish Council notice boards. The information is also published on the Parish Council's website. Information is also provided to the local schools by Chelmsford City Council.
3. Chelmsford YMCA – e.mail thanking the Parish Council for the monies to be paid over in the 2014/15 financial year. It was confirmed that the Council is very keen to support youth activities in the parish. The email was noted.
4. Chelmsford City Council – invitation to a South Essex Parking Partnership/Local Highways Panel briefing on 25th February 2014. Cllrs Mrs S Young and Mrs J Sosin will attend the briefing along with the Clerk. As only three places are available, the Clerk agreed to step down should any other councillors wish to attend.

613/13 Reports of the Planning Committee 20th January 2014 and 3rd February 2014

The reports of the Planning Committee of 20th January 2014 and 3rd February 2014 were presented to the Council by Cllr Mrs D Ronaldson and signed as a true statement by Cllr Mrs J Sosin, with the following amendments to 20th January 2014: Number '573/12' to be deleted and replaced by '573/13', and the additional number '573/13' shown above the planning applications to be deleted.

614/13 Report of the Organisation Methods and Personnel Sub Committee 27th January 2014

The report of the Organisation Methods and Personnel Sub Committee of 27th January 2014 was presented to the Council by Cllr Mrs J Sosin, proposed by Cllr Mrs J Sosin and seconded by Cllr Mrs D Ronaldson.

615/13 Report of the Finance and General Purposes Committee 3rd February 2014

The report of the Finance and General Purposes Committee of 3rd February 2014 was presented to the Council by Cllr Mrs J Sosin, proposed by Cllr Mrs J Sosin and seconded by Cllr Mrs V Sadowsky.

Cllr J Fuller enquired whether the phone line at the Bell Centre had been cancelled and the Clerk replied that this had not yet been done.

616/13 Standing Orders

Cllr K Ronaldson proposed that the date of issue should be added to the amended Standing Orders and the Clerk replied that this would automatically be on the final version. Cllr J Fuller suggested that the formatting should be checked before they were printed as the numbering did not appear to be sequential on his email copy. The Clerk replied that some problems had been encountered with viewing online due to the severe formatting of the document, but the final draft was correct. It was proposed by Cllr Mrs C Shaw and seconded by Cllr K Liley that the Standing Orders should be adopted. Cllr Mrs S Young requested a hard copy of the final version as well as an electronic copy. A copy will also be placed on the website.

The Clerk confirmed that the matter of the local protocol dealing with the action to be taken in the event of a breach of the Code of Conduct will be placed on the agenda for the next Finance and General Purposes Committee meeting.

617/13 Business Risk Assessments and Review of Effectiveness of the Internal Audit

The recommendation of the Organisation, Methods and Personnel Sub Committee to accept the Risk Register and Action Plan for the Business Risk Assessments, and the Review of Effectiveness of the Internal Audit, was agreed. Proposed by Cllr K Ronaldson and seconded by Cllr K Liley.

618/13 Matters for Information

- Cllr K Ronaldson enquired about the frequent and irregular closure of the Army and Navy flyover in recent weeks as this was causing significant problems for the traffic approaching the town centre. The Clerk agreed to query this matter with the County Council Highways Department. It was noted that there is a video camera at the roundabout, which can be

viewed online, showing the size of the queue, but this is often not working when the queues are at their worst.

- Cllr Mrs C Shaw reported that she had passed on to the Baddow Hall WI a CD of photographs of the drama production, taken by Cllr T Hatcher at the Community Celebration, and the WI was very pleased with them.
- Cllr Mrs C Shaw confirmed that she had contacted the Unity Trust Bank and had set up the necessary password for the Parish Council's account. The procedure had been simple to follow.
- Cllr K Liley confirmed that he had passed on photographs taken by Cllr T Hatcher to the winner of the Centenary Award who had been very happy with them.
- Cllr Mrs S Young reported that she had attended a very useful training course on Roles and Responsibilities at the EALC. An updated calendar of training courses had been distributed and this was passed to the Clerk. There was some discussion on holding on-site training, and the Clerk agreed to investigate the modules that are available for this type of training.
- Cllr Mrs S Young thanked the staff and organizers of the Community Celebration which had been a very successful and enjoyable event.
- Cllr Mrs S Young informed the meeting that vehicles have been driving on the grass at the Recreation Ground and in particular in the area between the swings and the youth shelter. The Clerk agreed to contact Chelmsford City Council to discuss the access problems and any action that could be taken to stop vehicles entering onto Noakes Place. Due to the wet weather conditions, it was agreed that the Grounds staff should be supported if they feel it is necessary to rope off any areas that are dangerous.
- Cllr Mrs J Sosin informed the meeting that the Great Baddow WI had offered the Parish Council an embroidered banner, finished in 1932, containing some historic information about Great Baddow. It was agreed that this may be of interest to the Arts Project. The Clerk advised that the Essex Records Office could be contacted for advice on preservation. It was suggested that photographs could be taken for display purposes, allowing the original banner to be stored. The matter will be placed on the agenda for the next meeting of the Parish Hall Committee.

It was resolved that the meeting would be closed to the public and press under the Public Bodies (Admission to Meetings) Act 1960 by reason of the confidential nature of the business to be transacted in the following item

619/13 Bell Centre Lease

Cllrs Mrs J Sosin, Mrs C Shaw and T Miller, and the Clerk, had attended a meeting with officers of Essex County Council to discuss the lease. The County Council agreed to provide draft Heads of Term for the lease and the Clerk will contact the County Council to request a timescale for this work. One of the officers has also visited the Bell Centre. Cllr K Ronaldson and the Clerk will now consider the next steps required for the project and put forward a plan to progress.

There being no other business, the meeting was closed at 8.53pm.

Signed.....Chairman.....Date