

**A Meeting of the Parish Council incorporating the Finance and
General Purposes Committee at The Parish Hall, Great Baddow
on Monday 4th August 2014**

The Council met at 7.30 pm on **Monday 4th August 2014** in The Parish Hall, Great Baddow. Councillor Mrs J Sosin chaired the meeting.

Present: Councillors Mrs J Sosin, A Sosin, Mrs C Shaw, G Jarvis, Mrs M Miller, Mrs V Sadowsky and Mrs S Young

In Attendance: The Clerk of the Council and the Assistant Clerk

232/14 Public Announcements

Cllr Mrs J Sosin noted the commemoration services taking place today to mark the 100th anniversary of Britain's entry into the Great War, culminating in a request for householders to leave only one light burning between the hours of 10.00 and 11.00pm tonight.

Cllr Mrs J Sosin noted that two athletes from Great Baddow, Rebecca Gallantree and Alex Dowsett, had won gold medals in the Commonwealth Games. Cllr Mrs C Shaw will place a notice on the website and information will also be given to the editor of the Great Baddow Times. The Clerk will send a letter of congratulation from the Parish Council to appropriate addresses.

233/14 Apologies for Absence

Apologies for absence were received and accepted from Cllrs Mrs D Ronaldson, K Ronaldson, T Hatcher, J Fuller, K Liley and T Miller

234/14 Declarations of Interests

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

235/14 Minutes of the Council Meeting – 14th July 2014

The minutes of the Council meeting held on 14th July 2014 were signed as a true statement. Proposed by Cllr Mrs S Young and seconded by Cllr Mrs V Sadowsky.

236/14 Public Question Time

There were no members of the public present.

237/14 Clerk's Report

There was no written Clerk's report but the following matters were raised.

1. Barclays Bank Closure

The Clerk has not yet been able to telephone Barclays Bank to request a meeting.

2. Dog Waste Bins

The Clerk has been contacted by Chelmsford City Council regarding the proposed dog waste bin behind Gardeners. A meeting has been arranged for Wednesday 6th August to view the site, and it is hoped that it may be possible to include a visit to the sites of further dog waste bins that have been requested by the Parish Council.

Cllr A Sosin reported that both the dog waste bins in Baddow Hall Park are currently full and overflowing, and this will be reported.

3. Telephone Mast

The Clerk reported that no further correspondence had been received from Galloway Estates, and proposed that the item should be taken off the agenda. This was agreed.

4. Planning Application – Bringley Cottage

Cllr Mrs S Young enquired about progress on this application and Cllr G Jarvis replied that he had attended the meeting at the City Council on 22nd July 2014 and the application had been deferred for a site visit to take place.

238/14 Correspondence

1. Essex County Council - to note the Notice of Formal Adoption of the Minerals Local Plan on 8th July 2014. This was noted.
2. Chelmsford City Council – to note the proposed disposal of a vacant social housing dwelling in Great Baddow and agree comments if appropriate. This was noted.
3. M Madle – to consider a request for a speed/volume survey, and reconsideration of the NWAAT lines in Galleywood Road. The Clerk informed the meeting that Mr Madle had visited the office to request support for these issues, having been informed by the County Council that these matters should be addressed through the Local Highways Panel. It was agreed that a request for a speed survey should be addressed to the local police, and Cllr A Sosin will contact Mr Madle to discuss highways concerns.

239/14 Report of the Planning Committee 21st July 2014

The report of the Planning Committee of 21st July 2014 was presented to the Council by Cllr G Jarvis and signed as a true statement by Cllr Mrs J Sosin.

240/14 Financial Transactions

The amended income for May 2014 was **£19917.10** (£19811.34 Net) and the amended expenditure for June 2014 was **£43453.17** (£42651.14 Net).

The amended income for June 2014 was **£9385.30** (£9193.41 Net) and the amended expenditure for July 2014 was **£38316.41** (£37908.91 Net).

The income for July 2014 was **£9410.39** (£9274.99 Net) and the expenditure for August 2014 was **£32985.68** (£31958.83 Net).

The figures were proposed by Cllr Mrs J Sosin and seconded by Cllr Mrs C Shaw.

The following cheques were issued to cover expenditure over £500.

Date	Number	PAYEE	Amount	VAT	TOTAL
4/8/2014	300154	D Blainey – Changing Rooms Repairs	2957.00	493.00	2464.00
4/8/2014	300155	British Gas – Electricity Supplies	1006.35	158.31	848.04
4/8/2014	300163	Rigby Taylor – Sports Supplies	648.16	83.64	564.52

241/14 Petty Cash Imprest Account and Autopay

The Clerk had circulated a report prior to the meeting. It was agreed that the Petty Cash Imprest Account and the Autopay levels should be raised to £18000.00. Proposed by Cllr A Sosin and seconded by Cllr Mrs V Sadowsky.

242/14 Franking Machine

The Clerk had circulated a report prior to the meeting and outlined the problems with the current franking machine, which is now nine years old. It was agreed that the high costs of repair were prohibitive and a new machine should be obtained on a lease basis which would incorporate maintenance and repair. Cllr Mrs S Young queried the terms of a break clause and proposed that the Clerk should investigate this. It was proposed by Cllr Mrs S Young and seconded by Cllr Mrs C Shaw that a new machine should be purchased.

243/14 Bell Centre Repairs

The Clerk had circulated a report on the condition of the guttering at the brick built end of the building, prior to the meeting. Following some clearance work that had been carried out on a neighbouring plot, it had been noticed that the existing gutters were in extremely bad condition, and had in part fallen away from the building. The contractor working on the vacant plot had provided a quotation to install new cast aluminum gutters to match the existing, as required by Chelmsford City Council because the building is in the conservation area. It was proposed by Cllr Mrs C Shaw and seconded by Cllr Mrs M Miller that the quotation should be accepted and the work carried out. It was agreed that the work should be funded from reserves.

244/14 Project Update Report

The Clerk provided a progress report on the following projects:

- Works to the changing room roof have now been completed and have come in under budget.
- A site visit is to be arranged to look at the Towerfield Allotment Site fence.
- The clean and scrub on the Parish Hall floor will be carried out on 5th September 2014.
- Two gazebos were purchased for the Playscheme, which is taking place this week on the Recreation Ground.
- Playbark has been ordered for topping up around the swings in the Recreation Ground.
- A meeting is being arranged to discuss the siting of new dog waste bins

Cllr A Sosin outlined further projects yet to be completed and it was agreed that the Clerk would arrange a meeting with Cllrs A Sosin and T Miller in September to discuss the remaining projects.

245/14 Website

The Clerk reported that staff training on the website had not been able to take place due to the staffing problems in the office but will be undertaken as soon as the office returns to normal capacity.

246/14NHS Mid Essex Clinical Commissioning Group

- The Way Ahead Healthcare Commissioning Plans – Cllr Mrs J Sosin introduced the report and there was some discussion on the proposals for centralisation of services which, whilst being clinically more effective, can lead to access and transport problems. It was agreed that any councillor wishing to comment on the proposals should use the online form.
- Specialist Fertility Services - A response from Cllr Mrs D Ronaldson, who was unable to attend the meeting, was circulated to all councillors. Following some discussion, it was agreed to submit the following comments: the preferred option would be to retain the current system (Option 1), the second option would be to provide one cycle of treatment (Option 2) and an objection was raised to the restrictions proposed in Option 3.

247/14Matters for Information

- Cllr Mrs C Shaw informed the meeting that a new planning application had been submitted for the redevelopment of Marrable House. The Clerk proposed that a Planning Committee meeting should be held on Wednesday 3rd September 2014 to consider this one application. Cllr Mrs C Shaw will contact Richard Beck to request a change to the date of the next Neighbourhood Action Panel meeting, which was scheduled for 3rd September, and will also publish the information on the website. It would be particularly noted that no paper plans are available at the Parish Council office.
- Cllr Mrs C Shaw reported a large pothole in The Chase car park. This will be reported to Chelmsford City Council.
- Cllr A Sosin reported that he was carrying out a parking survey for the City Council with regard to waiting restrictions and unloading times in the area of the Gilmore Way/Molrams Lane junction.
- Cllr Mrs V Sadowsky reported that a kerbstone outside 418 Baddow Road was loose and moving away from the pavement. This will be reported to Essex County Council Highways.
- Cllr Mrs J Sosin reported that the hole in the pavement outside Newholme House, in Baddow Road, had now been repaired.
- Cllr Mrs S Young reported a large pothole, 12" x 12" x 3", at the junction of Rothmans Avenue and Rothmans Place, and also a further pothole outside 7/9 Rothmans Avenue. These will be reported.
- Cllr Mrs S Young reported that the footpaths in Chelmerton Avenue were very uneven, and the pollarded trees were growing at a very low level.
- Cllr Mrs S Young enquired about a planning application for land at the back of 105 Beehive Lane and 2 Dorset Avenue where work appears to have ceased.
- Cllr Mrs S Young reported that the problem of fly tipping in Dorset Avenue had been addressed within 48 hours of being reported on the County Council website.
- The Clerk reported that a meeting of the Organisation Methods and Personnel Committee will be held next Monday 11th August 2014 at 8.00pm.

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

248/14 Bell Centre Lease

Cllr Mrs C Shaw reported that the Bell Centre Working Group had considered the response of the Parish Council's solicitor to the Heads of Term and have requested that the County Council's agent should be asked for a response to concerns about the lack of a rent cap. It was proposed that the normal practice of agreeing Heads of Term prior to finalising the lease should be followed. The Clerk has sent out the letters and received replies from two firms of architects, and will be meeting them at the Bell Centre prior to their submission of quotations for a feasibility study.

There being no other business, the meeting was closed at 9.23 pm.

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