

A Meeting of the Parish Council at The Parish Hall, Great Baddow on Monday 9th May 2016

The Council met at 7.50 pm on **Monday 9th May 2016** in The Parish Hall, Great Baddow. Councillor Mrs J Sosin chaired the meeting.

Present: Councillors Mrs J Sosin, Mrs C Shaw, A Sosin, Mrs D Ronaldson, T Miller, Mrs M Miller, G Jarvis, Mrs V Sadowsky, J Fuller, V Chiswell and K Liley

In Attendance: The Clerk of the Council and the Deputy Clerk
One member of the Public - Chelmsford City Cllr Mrs G Smith

76/16 Public Announcements

Cllr Mrs J Sosin reported that she had attended the Community Celebration on 23rd April 2016 and it had been a very enjoyable occasion. She had also received two messages of congratulation and these were read to the meeting. Further messages have been received in the office and Cllr Mrs J Sosin asked for these to be circulated to all councillors.

77/16 Apologies for Absence

Apologies for absence were received from Cllrs K Ronaldson and Mrs S Young.

78/16 Declaration of Interests

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

79/16 Minutes of the Council Meeting – 11th April 2016

The minutes of the Council meeting held on 11th April 2016 were signed as a true statement. Proposed by Cllr Mrs J Sosin and seconded by Cllr Mrs D Ronaldson.

80/16 Public Question Time

Cllr Mrs G Smith informed the meeting that the planning application for the land south of the Sandon Centre would be considered by the Chelmsford City Council Planning Committee on 17th May 2016. Cllr Mrs C Shaw confirmed that the Parish Council had already considered the application and had submitted its comments, objecting to the proposal. Cllr Mrs G Smith encouraged councillors to attend the Planning Committee on 17th May to reinforce their objections.

81/16 Clerk's Report

1. Burgess Award

The presentation of a barometer to Mr H Parris, took place at the Community Celebration on 23rd April 2016.

2. Noakes Place Ponds

No reply has been received from Chelmsford City Council about the replacement life belt and this is being followed up. The Clerk advised the Council that Glenn Parkington had now left the City Council and that matters concerning Noakes Place would be dealt with by Paul Van Damme.

3. Marrable House

An update report on the Marrable House site has been requested but has not yet been received. It was agreed that this would be emailed to all councillors when it is available.

4. Bell Centre

Cavendish Laboratories attended the Bell Centre on 12th April 2016 and took samples from the ceiling. The report showed that although asbestos was present, this is consistent with dust falling from the roof, which is a cement/asbestos construction. It was agreed this remains a low level matter and steps will be taken to minimise the risk even further.

5. Cycle Route

The Clerk has not yet requested information from Essex County Council about the proportion of money that is to be spent on signage. This will be followed up.

6. Staffing

Due to the additional work that the office is handling, as a result of the recent loss of four members of staff, the interviews for the two posts that were advertised have not taken place. These will be arranged as a matter of priority. Cllr Mrs C Shaw reported that she had received complaints about the amount of litter in Park View Crescent. This is an area not normally covered by the Council's remaining litter picker and it was agreed that it may be necessary to make periodic changes to the route to encompass some of the areas that are currently not part of the round.

7. Inspired Facilities Grant

A letter has been received from Sport England to say that the Council has not been successful in its grant application bid for the re-surfacing of one of the All Weather Sports Courts. The Clerk will be contacting the advisor to find out more details about the reasons for the rejection, although it is known that there was only £10 million of funding and the 624 applications made to the fund totaled £42 million. Other sources of grant funding will be researched.

8. Parish Hall Front Steps

The work on the lights in the hall and Committee Room 1 has been completed but the handyman has had a number of other tasks to complete recently. The paint for the steps needs to be ordered and this will be dealt with as a matter of priority.

9. Police Representation

Cllr Mrs C Shaw reported that she had received apologies from PC Craig Bernard for not being able to submit a report to the Village Conference. Further discussions with Ps Perry Land had also confirmed that there were no longer any Neighbourhood Constables for Great Baddow, and the area would now be covered by a community team. Local community meetings are being held, the most recent was on 29th April 2016, but these are taking place during the day. The Neighbourhood Watch team has been invited to attend these meetings. Assurances were given that rapid responses would be made to priority problems that present risks. A vote of thanks was given to Cllr Mrs C Shaw for her work in obtaining this information.

82/16 Correspondence

1. The Mayor's Office, Chelmsford City Council – Invitation to the Chairman and members of the Parish Council to attend the Annual Civic Service on Sunday 12th June 2016. Cllr Mrs V Chiswell and Cllr K Liley, accompanied by his wife, will attend the Service.
2. Peter Ballard – Request for a dog waste bin in Church Street. The Clerk informed the meeting that she had recently received from the City Council a map of all the dog waste bins situated in the parish. This will be circulated to all councillors once an electronic version has been supplied. There are currently 36 bins in total, some of which belong to the City Council.

The Administrative Assistant will be carrying out a survey of the bins to confirm their location and condition. The Clerk is currently compiling a report on the installation costs, and the ongoing annual costs, of dog waste bins, as a charge is now to be made annually for the emptying of the bins. It was agreed that this request should be referred to the next meeting of the Highways and Amenities committee to be considered alongside other proposals for new dog waste bins. The Clerk will inform Mr Ballard of the decision and also suggest that the problem in Church Street could be referred to the Enforcement Officer at Chelmsford City Council.

3. David Barber – Complaint about traffic noise from the new Chelmer Bridge. It was agreed that this matter should be referred to the Essex County Council Highways Office. Cllr A Sosin also proposed that the complaint should be forwarded to the local Essex County Councillor, Mrs Jenny Chandler.
4. Terence Brown – complaint about restricted access in Mercia Close. Cllrs A Sosin and Mrs J Sosin had visited the site and confirmed that a concrete step was making access difficult, particularly for disabled scooters. A picture taken by Cllr Mrs J Sosin was circulated to the Council. It was agreed that the matter should be referred to the City Council and Cllr Mrs G Smith agreed to investigate the matter.

83/16 Internal Auditor's Report

The Internal Auditor's report had been circulated prior to the meeting. It was agreed that a correction should be made to the section for Additional Comments/Recommendations, first line, where the word 'Town' will be deleted and replaced by 'Parish'. There were no additional comments or recommendations and the Internal Auditor's Report was accepted and agreed. Proposed by Cllr A Sosin and seconded by Cllr Mrs C Shaw.

84/16 Arrangements for the Exercise of Public Rights

The Clerk informed the meeting of the dates suggested by the auditors PKF Littlejohn for the Exercise of Public Rights. The proposed dates are for display to commence on 6th June 2016 and to continue until 15th July 2016. It was proposed by Cllr A Sosin and seconded by Cllr K Liley that the suggested dates should be accepted. This was agreed.

Cllr T Miller left the meeting at 8.25pm.

85/16 Annual Governance Statement – 31st March 2016

- (a) The Council noted the findings of the review of the effectiveness of the system of internal control, which had been approved at the meeting of the Council held on 14th March 2016.

Cllr T Miller returned to the meeting at 8.29 pm

Cllr A Sosin left the meeting at 8.30 pm

- (b) Following introduction and explanation by the Clerk, the Council resolved to approve the Annual Governance Statement. Proposed by Cllr Mrs J Sosin and seconded by Cllr Mrs C Shaw. The statement was signed by the Chairman, Cllr Mrs J Sosin and the Clerk of the Council.

86/16 Accounting Statements – 31st March 2016

- (a) The Clerk had circulated the Accounting Statements prior to the meeting and drew attention to the relatively equal balance figure despite a rise in the precept amount and a fall in receipts.

Cllr A Sosin returned to the meeting at 8.33 pm

The amount of the fixed assets had increased slightly due to purchases made during the year.

- (b) It was resolved that the Accounting Statements should be approved. Proposed by Cllr Mrs J Sosin and seconded by Cllr Mrs V Sadowsky.
- (c) The Statement was signed by the Chairman, Cllr Mrs J Sosin.

87/16 End of Year Accounts 2015/2016

The End of Year Accounts had been circulated by the Clerk prior to the meeting. It was agreed that the End of Year Accounts should be accepted. Proposed by Cllr Mrs J Sosin and seconded by Cllr Mrs C Shaw.

88/16 Insurance

The Clerk had circulated information about the renewal of the insurance prior to the meeting and confirmed that the Parish Council is currently part way through a three year contract with Came and Company, and that they have provided a far better service than previous insurers. It was proposed by Cllr Mrs J Sosin and seconded by Cllr Mrs C Shaw that the continuation of the insurance for 2016/2017 should be approved. This was agreed.

89/16 Reports of the Planning Committee 18th April and 3rd May 2016

The reports of the Planning Committee of 18th April and 3rd May 2016 were presented to the Council by Cllr A Sosin and signed as a true statement by Cllr Mrs J Sosin.

90/16 Report of the Finance and General Purposes Committee 3rd May 2016

The report of the Finance and General Purposes Committee of 3rd May 2016 was presented to the Council by Cllr Mrs C Shaw, proposed by Cllr Mrs C Shaw and seconded by Cllr A Sosin. It was signed as a true statement by Cllr Mrs J Sosin.

91/16 Essex County Council – Parking Consultation

Cllr A Sosin had drafted a reply to the Consultation on Parking Standards which was discussed, and some alterations were made. It was agreed that the revised draft should be submitted as the comments of the Parish Council.

92/16 Chelmsford City Council – Consultation on an Off Street Parking Order

The Clerk had circulated details of the consultation, which encompasses Noakes Park, prior to the meeting. Cllr Mrs C Shaw proposed that the following comments should be made:

1. An allocation of two hours parking was not sufficient to allow full use of the facilities where park users may wish to join in with sports and games in addition to having refreshments.
2. There was no indication of the number of permit parking spaces that will be available or the criteria for using them. The Clerk confirmed that she had spoken to the City Council with regard to parking permits for parish council staff and had been assured that these would be made available although the number of permits to be allocated was not known.

It was agreed that further information should be requested about the number of permits to be allocated in Noakes Park.

93/16 Bell Centre Rebuilding/Refurbishment

It was agreed that a meeting should be held with Hurley Porte & Duell to discuss the rebuilding/refurbishment. Cllr Mrs V Sadowsky proposed that the Council should agree to the sum of £500 being taken from reserves in order to fund a meeting, or meetings, with Hurley Porte Duell, or associated work, to enable discussion of further possible options relating to the refurbishment or replacement of the Bell Centre. Proposed by Cllr Mrs V Sadowsky and seconded by Cllr Mrs V Chiswell. This was agreed. The Clerk will contact Hurley Porte & Duell to discuss possible dates for the meeting.

94/16 Matters for Information

- Cllr Mrs V Sadowsky raised the matter of clarity with regard to the criteria for applications to be considered for the Centenary and Burgess awards. It was agreed that this would be placed on the agenda for the next Council meeting.
- Cllr Mrs V Chiswell reported that she had noticed a number of cameras in Great Baddow particularly in the Meadgate area and on the roundabout at the exit from the by-pass. It was agreed that these were probably traffic monitoring cameras and should only be left in place for a short time. The situation will be monitored.

95/16 Private and Confidential

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 items. Proposed by Cllr Mrs J Sosin and seconded by Cllr Mrs C Shaw.

96/16 Bowling Club Lease

The Clerk reported that she has sent the Parish Council's comments to the solicitor and is awaiting a reply, which will include the Heads of Term for the lease.

97/16 Bell Centre Lease

The Clerk informed the meeting that she is awaiting a response from the Parish Council's solicitor with regard to the responsibility for the triangle of land at the side of the Bell Centre.

98/16 Staffing

The temporary delegation of powers to the Grounds Review Working Group, to deal with Grounds Committee staffing issues that may arise before the conclusion of the Internal Grounds Review, was agreed. Proposed by Cllr J Fuller and seconded by Cllr K Liley.

There being no other business, the meeting was closed at 9.25 pm.

SignedChairman.....Date