

**A Meeting of the Parish Council at The Parish Hall, Great
Baddow on Monday 12th June 2017**

The Council met at 7.30 pm on **Monday 12th June 2017** in The Parish Hall, Great Baddow. Councillor Mrs J Sosin chaired the meeting.

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

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

130/17 Public Announcements

The Chairman announced her appreciation that all councillors were able to attend the meeting tonight.

131/17 Apologies for Absence

There were no apologies for absence.

132/17 Declaration of Interests

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

133/17 Minutes of the Annual General Meeting and Council Meeting – 8th May 2017

1. The minutes of the Annual General Meeting held on 8th May 2017 were signed as a true statement. Proposed by Cllr Mrs V Chiswell and seconded by Cllr Mrs S Young.
2. The minutes of the Council meeting held on 8th May 2017 were signed as a true statement. Proposed by Cllr Mrs C Shaw and seconded by Cllr Mrs M Miller.

134/17 Public Question Time

There were no members of the public present.

135/17 Clerk's Report

1. Lawn Cemetery

Rubbish from the Towerfield allotment site was taken to the collection point at the rear of the Lawn Cemetery and another skip was hired. Unfortunately, this skip exceeded the weight allowance again and was not large enough to take all the rubbish. The Clerk and the Grounds Supervisor will discuss hiring a third skip. It was agreed that the next allotment newsletter should remind tenants about the restrictions on dumping rubbish from their plots.

2. Luxfield

The Environmental Group contacted the Clerk to say that they had had one of their working days at Luxfield, and that most of the arisings had been removed from the site. The group did not inform the Clerk in advance of their plans and the Clerk will speak to them about better communication in future. It is not known whether the group is registered as a Lower Tier Waste Carrier, which is should be in order to remove waste from the site, and the Clerk will make enquiries.

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3. **Recreation Ground Water Leak**
The invoice for the water leak repair has now been paid and the Finance and General Purposes Committee has agreed that the invoice for the water used should be further appealed. No invoice has yet been received from Anglian Water for sewerage costs in the same period.
4. **Highways Schemes – Dropped Kerbs**
The Clerk has contacted Essex County Council Highways and it has been confirmed that a scheme for dropped kerbs has been submitted and is currently being evaluated. The Clerk has now sent the Council's proposals, so that it can be confirmed that they are all contained in the scheme already submitted.
5. **Information Board – St Mary's Church**
The Clerk still needs to circulate the amended wording to councillors before confirming the Council's agreement in principle to the wording for an information board near St Mary's Church wall.
6. **Textile Recycling Bank in Community Centre car park**
The information about the textile bank was sent to the Community Association but the matter was not raised at its last committee meeting on 5th June 2017. The Clerk will chase this up.
7. **Parking Enforcement in the Causeway**
Cllr Mrs C Shaw has received a reply to her enquiry about the number of patrols by enforcement officers in the Causeway, which was reported to the Finance and General Purposes Committee on 5th June 2017.
8. **Parish Hall**
The engineers from Geze came to site this morning to replace the automatic mechanism on the inside front door. Unfortunately, they found that they had the wrong part and could not carry out the work. The correct part is now on order.

136/17 Correspondence

1. Chelmsford City Council – e.mail to inform the Council of the completion of enforcement action at The Beehive PH, 346 Baddow Road, CM2 9RA. This was noted.
2. Chelmsford City Council – To consider a nomination for the Best Kept Street Competition 2017. There were no nominations made for the competition, and it was agreed that the call for submissions should be displayed on the Parish council's website. The Clerk will have the information uploaded onto the site.
3. Rotary Club of Chelmsford Mildmay – Letter of thanks for the use of the Recreation Ground for the Charity Races, request for use on 13th May 2018, and invitation to the presentation on 23rd July 2017. It was agreed that approval should be given for the use of the Recreation Ground next year, on 13th May 2018, for the Charity Races. Cllrs Mrs V Sadowsky, K Liley, T Miller and Mrs M Miller will attend the presentation evening. Cllr Mrs M Miller updated the meeting with regard to Hargrave House, who are recipients of funding from the Baddow Races. The Clerk told the meeting that the Parish Council has not nominated a charity for some years now because this practice was stopped by the Rotary Club.
4. Anglian Water Private Pumping Stations Campaign Team – Request for information about the location of private pumping stations. The Parish Council is not aware of any locations, and it was agreed that

Cllr Mrs C Shaw would place the request on the Parish Council's website.

5. Essex County Council – To consider an invitation to participate in the 2017/2018 Winter Salt Bag Partnership Scheme. It was agreed, as in previous years, that the Parish Council will not participate in this scheme as alternative arrangements are in place for Council property, and it would not be practical to distribute additional salt that can only be used on the highway.
6. Department for Transport – Formal notice of the confirmation of an Order to Stop Up the Highway at 54 Baddow Hall Crescent. This was noted.
7. South East and Central Essex MIND – Invitation to a presentation of the new Dove Open Door Service on Wednesday 28th June 2017. Cllrs Mrs V Sadowsky, Mrs V Chiswell and A Sosin confirmed that they would be able to attend.

137/17 Reports of the Planning Committee 15th May and 5th June 2017

The reports of the Planning Committee of 15th May and 5th June 2017 were presented to the Council by Cllr A Sosin and signed as a true statement by Cllr Mrs J Sosin, with the following amendment to the minutes of 5th June 2017: On the first page, the name of 'Cllr K Ronaldson' to be deleted from the list of Committee Members Present.

138/17 Report of the Finance and General Purposes Committee 5th June 2017

The report of the Finance and General Purposes Committee of 5th June 2017 was presented to the Council by Cllr Mrs C Shaw, proposed by Cllr Mrs C Shaw and seconded by Cllr A Sosin, with the following amendments: Item 119/17, second line, a comma to be added after the name Cllr Mrs M Miller;

Item 124/17, the words '8.57pm – Cllr A Sosin left the meeting' to be deleted from the end of bullet point number six, and inserted after bullet point number seven;

Item 129/17, first bullet point, the name 'Cllrs Mrs C Shaw' to be deleted and replaced by 'Cllr Mrs C Shaw'.

139/17 Committees

Cllr J Fuller had drafted terms of reference for a proposed Awards Committee, which would be a combination of the existing Centenary Award and Burgess Committees. The new Committee would consist of two Council Members and three independent members, but initially the current members of both committees would remain in post with the proposed membership being achieved over time as members leave their posts. There was some discussion of the timing for applications to be requested and received, as this would need to be achieved in time for the Centenary Award to be presented at the Community Celebration in April. It was agreed that the closing date for applications should be the first working day in the New Year. Proposed by Cllr J Fuller and seconded by Cllr Mrs D Ronaldson. This was agreed unanimously. The Clerk will contact the existing members of both committees to inform them of the change.

140/17 Posters

The Clerk had circulated a report about the increasing number of requests, currently being received by email, for full colour posters to be printed and displayed by the Parish Council. To date, the Council has published posters

from principal authorities, charities, organisations that use the Council's facilities and non-commercial organisations on its noticeboards, and hard copies of these posters are given to the office. The Clerk recommended that Parish Council funds should not be used to print off colour posters for outside organisations, and that an amendment should be made to the Parish Council's Advertising Policy, when it is reviewed, to state that posters received electronically will not be printed and displayed with the exception of statutory notices and those from the City Council and Essex County Council. The amendment to policy will be effective forthwith. Proposed by Cllr Mrs V Sadowsky and seconded by Cllr A Sosin. This was agreed unanimously.

141/17Matters for Information

- Cllr K Liley informed the meeting that he had contacted BBC Radio Essex during an outside broadcast from the Recreation Ground in which it was incorrectly stated that the facility was owned and run by Chelmsford City Council, and not Great Baddow Parish Council. A correction was broadcast later in the programme.
- Cllr Mrs J Sosin informed that meeting that she had asked for an item to be placed on the next agenda of the Finance and General Purposes Committee to consider the reinstatement of the Great Baddow Times as a quarterly magazine. The Clerk reminded the meeting that any councillor can ask for an item to be placed on any agenda, at any time.

142/17Private 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 V Sadowsky. This was agreed unanimously.

143/17Bowling Club Lease

Cllr Mrs S Young updated the meeting on the current situation with regard to the Bowling Club lease. The draft Heads of Term were sent to the Bowling Club and a response was received that introduced some new items. The cost of maintaining the rink to a high standard is expensive and Cllr Mrs S Young proposed that discussions should be opened up with the Bowling Club regarding the future lease and maintenance of the green. Proposed by Cllr Mrs S Young and seconded by Cllr Mrs V Sadowsky. This was agreed unanimously.

144/17Bell Centre Lease

Cllr Mrs J Sosin reported that the Parish Council's solicitor had provided several courses of action and Cllr A Sosin summarised the available options. There was some discussion of the options and the appropriate timescales, and the Clerk reminded the meeting that the current state of the building may not be in line with insurance requirements.

Cllr K Ronaldson reported that he was aware of other village halls where funding had been obtained to rebuild the premises following the formation of a charity. The Clerk was also aware of instances where trusts have been set up with the Parish Council as sole trustee. It was agreed that the Parish Council would not be able to proceed in this way, as a large amount of administrative work would be involved.

It was proposed by Cllr Mrs S Young and seconded by Cllr Mrs C Shaw that a meeting should be arranged with Essex County Council to discuss the current position and the best way forward, prior to informing users of the centre. A vote was taken with the result of 11 for and 2 abstentions. The proposal was carried.

145/17 Grounds Contracts Tenders

The Clerk informed the meeting that eight tenders have been received, and a meeting has been arranged for 13th June 2017 to open the tenders and assess them.

There being no other business, the meeting was closed at 9.20 pm

Signed.....*JJS*.....Chairman.....*10th July 2017*.....Date