



## **7 Appointment of Committees and Working Groups**

RESOLVED: that the appointment of Councillors to serve on Committees and working groups be agreed as shown in Appendix A.

## **8 Appointment of Representatives on outside bodies**

RESOLVED:

a) that Mrs C Lambert be asked to act as the Council's representative on the Village Hall Committee;

b) that the appointment of Councillors and others to serve as representatives on outside bodies be agreed as shown in Appendix B.

## **9 International Lions Club – proposed Danbury branch**

The Chairman welcomed Dr Philip Wright to the meeting. Dr Wright, who was Vice-President of the Chelmsford Lions, explained that the East Anglia group wished to open a branch of the Lions in Danbury, open to both men and women. 20 members were need to start a branch, and around 14 were already meeting twice a month on an interim basis. Dr Wright described the social and charitable work of the Lions, and indicated that the branch would hope to work with the Parish Council by, for example, fundraising for community projects of mutual interest. In answer to questions Dr Wright said that the club was fully chartered and had a written constitution. New members must be recommended and were required to swear an oath. However there was no secrecy about the club's operations.

Members expressed support for the proposed new club and wished it well. Dr Wright was thanked for attending and then left the meeting.

## **10 The Local Authorities (Model Code of Conduct) Order 2007 – (SI, 2007.1159) (“The Revised Code”)**

It was noted that, although adoption of the Revised Code was a statutory requirement, the Council must make a decision as to whether to include the optional clause 12(2). This concerned members' rights where they had declared a prejudicial interest in a matter to be discussed at a meeting.

Under the former Code of Conduct, members were excluded from making representations where a prejudicial interest had arisen. Clause 12(2) would permit a member to make representations, provided that the public also had this right. Having made representations, the member must leave the meeting while the item was discussed, as at present.

An amendment to the Standing Orders would be required if Clause 12(2) was adopted.

After discussion, Council RESOLVED as follows:

a) that the Revised Code of Conduct be adopted, including Clause 12(2);

b) that Item 10 of the Council's Standing Orders be amended to include the following

“Where a Member has a prejudicial interest in any business of the Council he may attend a meeting or a sub-committee or committee but only for the purpose of making representations, answering questions or giving evidence relating to the business, provided that the public are also allowed to attend the meeting for the same purpose, whether under a statutory right or otherwise. After speaking, the Member must leave the meeting.”

## **11 Annual Parish Meeting held on 26<sup>th</sup> March, 2007**

As agreed at the previous meeting, a list of the matters raised during public question time had been circulated and were discussed.

11.1 Proposed location of new medical centre: Questions which could be answered had been dealt with on the night, with questioners being asked to direct other queries to the Medical Centre;

11.2 Community Speed Watch initiative: This item had been referred to Environment Committee, although it had since been learned that the village would not qualify as it had a speed camera;

11.3 Planning for additional housing in Danbury: The questioner had been referred to Chelmsford Borough Council's evolving Local Development Framework and reminded that the Parish Council had no powers with regard to planning matters, although it was consulted;

11.4 Provision for older children: This item, which had been raised by representatives of Danbury Youth Club, would be placed on the agenda for the Parish Council meeting to be held on 25<sup>th</sup> July.

11.5 St John's School Travel Plan: The Council's response to the plan had been agreed at the last meeting and forwarded to the school;

11.6 A proposal that the Sports & Social Centre be sold: This matter had been referred to Council by Resources Committee at its meeting on 23<sup>rd</sup> April 2007 (minute 172). The Council was unsure whether it was legally entitled to sell the building (described in the Accounts as a 'community asset') should it wish to do so, and legal advice would be required if this were to be pursued. There would be costs attached, and the matter had already used a significant amount of staff time.

After discussion Cllr Hawkins proposed that the Council adopt as policy 'that this Council has no wish to dispose of the community asset of the Danbury Sports & Social Centre'. The proposal was seconded by Cllr Allen. Cllr Powell put forward an amendment 'that a decision regarding the possible disposal of the freehold of the Sports & Social Centre be deferred pending the receipt of further information'. This was seconded by Cllr Brooks. It was realised that Cllr Powell's amendment was in fact an alternative proposal, and Cllr Hawkins agreed that Cllr Powell's proposal be put first.

Cllr Powell's proposal was put to the meeting. There were 2 votes in favour and 12 against. The motion was therefore lost.

Cllr Hawkins' proposal was then put, and Cllr Powell asked for a recorded vote. The results were as follows:

For the motion: Cllrs Allen, Berlyn, Bolwell, Brooks, Clacy, Hawkins, Keeler, Langley, Thomson, J Wells, Whiteing and Wood

Against the motion: Cllr Powell

The motion was therefore carried, as follows:

RESOLVED: that this Council has no wish to dispose of the community asset of the Danbury Sports & Social Centre.

## **12 Parish Councillors' Allowances**

Further to Minute 70 of the meeting of the Council held on 28<sup>th</sup> January 2004, members considered whether they wished to change the current policy of not paying allowances to councillors.

RESOLVED: that the present policy of not paying allowances to councillors be continued.

## **13 Attendance Register**

Members were reminded that they must sign the Attendance Register every time they attended a meeting. If they were not able to attend a meeting they should send apologies so that these could be recorded. These records were required in order to maintain the Council's 'Quality' status.

## **14 Leases**

14.1 Bowling Club lease: The Club had been asked to take the draft lease to its solicitor and a response was awaited;

14.2 Tennis Club lease: The newly elected committee of the Club was expected to make contact with the Parish Council in the near future.

## **15 Reports from Village Organisations**

15.1 Danbury Twinning Association: Cllr Whiteing reported that a Newsletter had recently been circulated. An excellent organ recital given by a member of the Association in the Parish Church had raised over £500. A group of 40 residents would be taking part in the forthcoming trip to Altenglan.

15.2 Landisdale Charity: Cllr Keeler reported that the Committee would be meeting during the following week.

## **16 Publicity**

a) Danbury Times: Cllr Wood reported that he would convene a meeting of the Group before the Summer break;

b) Danbury Leaflet: Further copies were being distributed to Tourist Offices, and any other suggestions for distribution should be made to Cllr Wood.

## **17 Corporate Identity for Parish Council**

There was no progress to report.

## **18 Grants 2007-08**

18.1 DCA - Change of use of grant: The DCA had requested permission to put the money granted by the Council for the purchase of a trampoline towards a CCTV system instead. Members noted that a similar request from another organisation had previously been turned down, and the Clerk pointed out that a change from the agreed purpose could be queried by the Auditor. It was also felt that the provision of CCTV at the Centre was a matter which should be considered by the Facilities Committee.

RESOLVED: a) that the DCA's request to use grant monies for a purpose other than the one for which the grant was awarded be refused;

b) that the provision of CCTV at the Sports & Social Centre be referred to the Facilities Committee.

18.2 Open Spaces Society: The Society had requested a donation of up to £100 following the provision of advice to the Council regarding the use of common land.

RESOLVED: that a donation of £100 be made to the Open Spaces Society and that the matter be referred to Resources Committee for funding.

### **19 St John's School Travel Plan**

A copy of a letter from a resident to Chelmsford Borough Council regarding the St John's School travel plan had been circulated. The letter asked the Borough to open an existing entrance to the school from Hopping Jacks Lane. Members were reminded that the Council had already agreed its response to the Travel Plan.

RESOLVED: that the letter be referred to Environment Committee.

### **20 Drainage/Car Parks Project**

Council noted that a meeting of the Working Party had been arranged for Wednesday 16<sup>th</sup> May 2007.

### **21 Funding a Police Community Support Officer**

Environment Committee on 4<sup>th</sup> April 2007 had requested Council to consider further the proposal to joint fund an additional PCSO for the village, particularly in view of the interest shown at the Annual Parish Meeting. The cost to the Council would be £13,500 plus a one-off start-up cost of £1,088.

In discussion several issues were raised for clarification, including whether the PCSO would be exclusive to Danbury, the level of cover which would be provided, and the implications if the joint funding arrangement were withdrawn or the Council wished to cancel the arrangement. As an alternative project, it was suggested that the Council might investigate the part-funding a youth worker for the village with ECC. The provision of facilities for young people had also been raised at the Annual Meeting. The question of installing CCTV cameras in the centre of the village to improve security was also mentioned, and members were reminded that PC Bill Evans was hoping to be present to discuss this with the Council at the July meeting.

RESOLVED: that a decision on the part-funding a PCSO be deferred for further consideration.

### **22 Emergency Planning**

Cllr Brooks updated the Council on his work with CBC as Emergency Planning representative. The Clerk was working with Cllr Brooks to complete the Emergency Plan for the Parish Office.

### **23 Reports from Committees**

Cllr Allen reported the Planning Committee's progress on providing feed-back to CBC on several developments about which the Committee had had concerns at the planning stage.

### **24 Matters for report (for information only)**

Cllr Whiteing drew members' attention to the resurfacing works being carried out to a number of roads within the village.

As a newly elected member, Cllr Clacy took the opportunity to introduce himself and to say a few words about his background and reasons for standing for the Council.

**25 Dates of Meetings for 2007**

25<sup>th</sup> July, 26<sup>th</sup> September, 28<sup>th</sup> November

Business having been concluded, the Chairman closed the meeting at 10.01pm.

Signed: ..... Chairman

Date: .....

Danbury Parish Council

Appendix to the Minutes of the Meeting held on 9<sup>th</sup> May 2007

**MEMBERSHIP OF COMMITTEES AND WORKING GROUPS  
FOR THE YEAR 2007-08**

The Parish Council Chairman (Mr S Berlyn) and Vice-Chairman (Mr M Wood) are *ex officio* members of all Committees.

Environment Committee

Cllr D Bolwell  
Cllr A Keeler  
Cllr J Langley  
Cllr J Thomson  
Cllr A Wells  
Cllr J Wells  
Cllr D Whiteing

Facilities Committee

Cllr A Allen  
Cllr J Brooks  
Cllr H Clacy  
Cllr F Hawkins  
Cllr J Langley  
Cllr D Powell  
Cllr M Telling  
Cllr J Wells

Planning Committee

Cllr A Allen  
Cllr D Bolwell  
Cllr H Clacy  
Cllr A Keeler  
Cllr M Telling  
Cllr J Thomson  
Cllr A Wells

Resources Committee

*Ex officio:*  
Chairman of Environment Committee  
Chairman of Facilities Committee  
  
Cllr J Brooks  
Cllr F Hawkins  
Cllr D Powell  
Cllr D Whiteing

Publicity Working Group

Cllr A Allen  
Cllr S Berlyn/Cllr M Wood  
Cllr J Brooks  
Mr C Tressider  
Cllr A Wells  
Cllr D Whiteing

Grants & Donations Working Group

Cllr A Allen  
Cllr S Berlyn  
Cllr J Brooks  
Cllr F Hawkins  
Cllr D Whiteing  
Cllr M Wood

Drainage & Car Parks Improvements  
Working Group

Cllr A Allen  
Cllr S Berlyn  
Cllr J Brooks  
Cllr H Clacy  
Cllr F Hawkins  
Cllr A Keeler  
Cllr J Langley  
Cllr D Powell  
Cllr J Thomson

Parishes Transportation Group

Cllr S Berlyn  
Cllr D Powell  
Cllr J Wells

Leases Working Group

Cllr S Berlyn  
Cllr J Brooks  
Cllr D Hawkins  
Cllr M Wood

## Danbury Parish Council

Appendix to the Minutes of the Meeting held on 9<sup>th</sup> May 2007**APPOINTMENT OF REPRESENTATIVES FOR THE YEAR 2007-08**

Assoc of Chelmsford District Parish Councils (ACDPC)	Cllr D Whiteing and the Clerk
CBC Standards Committee	Cllr J Brooks (subject to appointment by ACDPC)
Chelmsford Environmental Partnership	Cllr A Keeler
Contact Magazine	The Clerk
Danbury Community Association	A councillor, chosen as necessary
Danbury & District Twinning Association	Cllr D Whiteing
Danbury First Responders	Cllr S Berlyn
Danbury Lakes Forum	Cllr A Keeler, Cllr J Thomson
Danbury Society	Cllr D Bolwell
Essex Association of Local Councils (EALC)	<i>ex officio</i> the Chairman and the Clerk
Essex Wildlife Trust, Danbury Ridge Reserves Committee	Cllr J Thomson
Emergency Planning Officer	Cllr J Brooks
Health Representative	tba
Landisdale Charity	Cllr A Keeler, Mrs L Guest, Mr K Stebbings
Neighbourhood Watch	Cllr D Whiteing
Parish Footpaths Officer	Cllr D Bolwell, Cllr J Thomson
Police Consultative Committee	The Clerk, Cllr D Whiteing
Neighbourhood Police Panel	Cllr D Whiteing
Public Transport	Cllr J Brooks
Village Hall	Mrs C Lambert
Youth Representative	tba