

Mr Pandya then answered questions from Councillors and the following matters were raised:

- Maintenance of footpaths and pavements, in particular footpath 18
- The funding of possible traffic measures in relation to the proposed new medical centre
- Road casualty figures and the availability of these to Parish Councils
- Potholes in local roads
- The contractors involved in repairing or replacing a street light
- Traffic issues in Little Baddow Road and Butts Lane
- Safety concerns in respect of the mini-roundabout at Well Lane

At the end of the discussion the Chairman thanked Mr Pandya and his colleagues for attending. Mr Pandya, Mr Vale and Mr Livings then left the meeting.

115 Leases

115.1 Bowling Club Lease

The Clerk had contacted the Bowling Club and understood that the Executive Committee would be forwarding comments through their Solicitor. These had not yet been received.

RESOLVED: that the information be noted.

115.2 Tennis Club Lease

Facilities Committee (minute 134.2 of 11th December 2007) had requested that Parish Council consider the best way forward regarding the Tennis Club Lease. It was reported that a meeting with the Club would be arranged following the Club's AGM on 8th February at which a new Chairman would be elected. The Council agreed that no further action be taken until after the Council had met with officials of the Club.

RESOLVED: that further action on the Tennis Club lease be considered after the Council had met with the Club.

116 Parish Plan Review

Cllr A Wells was unable to attend the meeting and had requested that this item be discussed at the meeting to be held on 19th March 2008 when he hoped to have his report ready.

RESOLVED: that this item be deferred until the March 2008 meeting of the Council.

117 Danbury Medical Centre

The Council had been informed verbally that a planning application for the proposed new Centre would be submitted to Chelmsford Borough Council in February 2008. The Council had already resolved that, once the details of the consultation were received, an Extraordinary Parish Council Meeting would be held at which residents would be able to view the plans and give their views. It was suggested that the plans might be displayed in advance of the meeting to allow more residents to view them.

RESOLVED: that the information be noted, and that arrangements be made for the plans, when received, to be displayed for a period of public viewing in advance of the date of the meeting.

118 Publicity

118.1 Timetable of meetings for 2008

The date of the Annual Parish Council Meeting had had to altered to Monday 21st April to avoid a clash with school holidays and so that the whole of the village hall could be available for the event. The Planning Meeting scheduled for that date would now be held on Wednesday 23rd April. A revised timetable of meetings would be circulated. Mr Richard Wallace, National Trust Warden, had agreed to give a talk at the Annual Meeting about Danbury Common and the National Trust.

RESOLVED: that the information be noted.

118.2 Danbury Times

The Vice Chairman expressed disappointment that several contributions from members were still outstanding. The Chairman urged that copy be sent to Mr Wood as soon as possible.

119 Consultation: Orders and Regulations Relating to the Conduct of Local Authority Members in England

The consultation document had been circulated in advance of the meeting and was discussed. Members agreed that they did not wish to make any comments. A question was raised as to how a replacement for Cllr Brooks on the Standards Board would be appointed

RESOLVED: that no comments be made on the consultation, and that the Clerk be asked to investigate Parish Council representation on the Standards Board.

120 Office Accommodation/ Parish Council Meeting Room

This item had been placed on the agenda so that thought could be given to assessing the accommodation needs of the Council in terms of office facilities and a meeting room. It had been suggested that a Working Party be set up to review requirements and options. The Chairman reported on a recent meeting with the Royal British Legion at which the possibility of the Council using the RBL building when no longer needed by the Legion had been discussed.

In discussion members felt that a Working Party would not be helpful until an alternative location was available for consideration and until that time the matter should be left with Resources Committee.

RESOLVED: that the matter be referred back to Resources Committee at the present time.

121 Essex Playing Field Association

It was reported that the judges of the competition this year would be using Dawson Memorial Field for training and briefing sessions on three mornings in May 2008. This would not affect the Parish's entry into the Best Kept Playing Field competition.

RESOLVED: that the information be noted.

122 Local Area Agreement Workshop

The Clerk had attended the workshop on 16th January 2008 and her report was received. The report included a list of fourteen beneficial outcomes which the LAA hoped to achieve, ranging from health and education issues to tackling anti-social behaviour and empowering local communities.

RESOLVED: that the Clerk be thanked for her report, which was noted.

123 Reports from Village Organisations

123.1 Twinning

Cllr Whiteing reported that 25 visitors from Altenglan were due to come to Danbury early in May. Details of the programme for the visit were not yet decided, but he hoped that the visitors would be able to meet the Parish Council.

123.2 Landisdale Charity

Cllr Keeler reported that the Trustees were to check whether the Charity's land at Sandpit Field had been registered with the Land Registry.

124 Corporate Identity of Parish Council

The Chairman reported that he had been unable to do any more work on this matter recently and he questioned whether members wished it to continue to appear on the agenda. However members did not wish the matter to be forgotten and Cllr Powell proposed that it be kept on the agenda.

RESOLVED: that Corporate Identity remain as an agenda item for Parish Council.

125 Mid-Essex Area Forum 21st January 2008

RESOLVED: that Cllr Clacy's report on the Forum be deferred to the next meeting.

126 Emergency Plan for Village

No Councillor had come forward to take over the work commenced by Cllr Brooks and therefore no further work had been completed. The Chairman asked members to consider whether they could take on this role in conjunction with the Clerk.

RESOLVED: that any Councillor prepared to take on the role of Parish Council representative in relation to Emergency Planning should contact the Clerk.

127 Vacancy for Councillor

Following the statutory public advertisement, Chelmsford Borough Council had declared that an election was not required to fill the vacancy caused by the death of Cllr Brooks. The Council could therefore fill the post by co-option.

RESOLVED: that the vacancy for a co-opted member of the Council be advertised, and that notification be sent to those who had shown interest before the 2007 election.

128 Reports from Committees

In addition to the minutes received, the following reports were made:

128.1 Environment Committee

128.1.1 Roads and transport: Environment Committee (minutes 89 and 95 of 9th January 2008) considered a request from ECC Highways Department for suggestions for small highways improvements schemes in Danbury. These should not include maintenance or repairs, but could include public transport. All parishes were being asked to put forward proposals to be incorporated into a three-year rolling programme for each parish. The Area Highways Manager would assess the proposals against a standard set of criteria, and Parish Councils would have to choose between schemes if the suggestions exceeded the available budget. The Environment Committee had wished this item to be placed on the Parish Council agenda so that all members could give thought to proposals.

RESOLVED: that members pass suggestions for improvement schemes to the Clerk in time for consideration at the next meeting of Environment Committee on 5th March 2008.

128.1.2 Defra booklet: *Ways to tackle Climate Change*: Environment Committee, at its meeting on 9th January 2008 (minute 92), had agreed to establish a Working Group to consider ways of implementing the recommendations in the Defra booklet. Cllrs Allen, Bolwell, Keeler, Thomson, A Wells and Whiteing had volunteered to serve on the Group. The Committee wished to invite additional volunteers from the full Parish Council. It had also been suggested that other village organisations, such as the Danbury Society, might be invited to participate.

RESOLVED: that additional Councillors wishing to serve on the Working Group contact the Clerk, and that the Group consider inviting outside participation when it meets.

128.1.3 Traffic speeds: Cllr Keeler reported that the Committee had agreed not to proceed with the community speedwatch initiative as only three volunteers had come forward. The Committee had discussed other ways of establishing whether there was, in fact, a speeding problem in Danbury.

RESOLVED: that the information be noted and left with Environment Committee to progress.

128.2 Planning Committee

Cllr Allen reported that a further application for the replacement of the former Hopping Jacks Hall by a number of flats had been received and the Committee had raised objections with CBC on a number of grounds. Danbury Mission had informed the Committee about a proposal to replace two properties it owned with several apartments for older people, and the proposal would be considered at a future meeting.

128.3 Facilities

The Chairman of Council reported that work to a drain in front of the Sports & Social Centre had been carried out urgently on health and safety grounds. The cost of around £1500 had been agreed by the Clerk under emergency powers, in consultation with himself and the Chairman of Resources.

The Parish Council had been offered a youth shelter free of charge by CBC which had purchased the shelter from its Crime & Disorder Fund. The Council would have to meet other costs such as installation, maintenance and insurance. The shelter had been reserved for Danbury. The location and other matters relating to the shelter were still to be resolved.

128.4 Resources

128.4.1 CCTV for Play Area and bus shelter: A quotation of £470 plus VAT had been received for the addition of a further CCTV camera to the scheme planned by the Village Hall. This camera would cover the bus shelter opposite the Hall, but it was not possible to cover the children's play area in view of the distance involved. A notice would have to be installed in the bus shelter to inform users that CCTV was operating. Council discussed whether to accept the quotation. Several members felt that CCTV was not appropriate in the village setting and several felt that the play area was the more important area to cover if CCTV were to be used.

RESOLVED: that the quotation be not accepted and that the Village Hall Committee be informed that the Council had decided not to proceed with the additional camera.

128.4.2 The Chairman of Resources reported that maintenance work was required to the Parish Office and Tennis Club roof to replace rotten wood. PVC could not be used as the building was in the Conservation Area.

128.4.3 The Chairman of the Council reported a complaint made to him by a member of the public. The complaint related to comments apparently made by councillors about the member of the public which had been reported to him. The Chairman reminded members of the need at all times to observe the Parish Council's Code of Conduct as to the behaviour which was expected of Councillors.

129 Drainage and Car Parking Project

Mr Alan Lewis from TTS was preparing specifications for the required works and would be attending a meeting at the Parish Office on Wednesday 6th February 2008.

130 Danbury Country Park Forum

It was reported that the meeting of the Forum had been further delayed as the ECC Cabinet member responsible, currently Cllr Peter Martin, was changing. ECC hoped that a meeting would be held in March.

131 Parish Council Charter

The Clerk had written to the Borough Council and had received a reply stating that an update on Charters would be given in early Spring. Subsequent correspondence indicated that the matter would be raised at the Parishes Open Evening in January 2008, but this had been cancelled.

RESOLVED: that the information be noted.

132 Formal Signing of the Concordat

The partnership between Essex County Council and the parish and town councils in delivering Localism in Essex was underpinned in this concordat which was to be signed between the ECC and the Essex Association of Local Councils (on behalf of Essex parish and town councils). The signing would take place on 13th February 2008 in the Attlee Room at the House of Lords. An invitation to attend the event had been forwarded to Chairs of Quality Councils.

133 Dates of forthcoming meetings - 2008

- 19th March
- 21st April – Annual Parish Meeting
- 7th May – Annual Council meeting (start of Council year)
- 30th July
- 24th September
- 26th November

Business having been concluded, the Chairman closed the meeting at 10.15pm.

Signed: Chairman

Date: