

discussions at Parish Council regarding the proposed youth shelter. Mr Shitamichi explained his work with local young people and the questionnaire used to identify their needs in terms of facilities. Over 50 young people had responded to the questionnaire, and a youth shelter in Danbury had been their first priority. Mr Shitamichi was drafting an application on the young people's behalf for a grant from the Youth Opportunities Fund for the project. He provided details of a number of different shelters to the Council, drawing attention to the young people's favoured design. The grant application would include initial installation, and a further grant could be sought if the shelter was later installed into hard standing.

Members discussed the various designs and also safety matters relating to the shelter. Cllr Powell proposed that the Council support the young people's first choice of shelter, and that if a grant were not forthcoming the offer of the free shelter from CBC should be taken up. The Chairman confirmed that CBC had reserved the shelter for Danbury. Cllr Powell's proposal was duly seconded. Cllr Wood proposed an amendment that the young people's choice be supported but without the side panels in order to improve visibility for security reasons. The amendment was also seconded.

The amendment was put to the vote and was defeated by 3 votes to 11. Voting then took place on the main proposal, which was carried by 11 votes to 2, with 1 abstention.

RESOLVED: that the Council support the young people's choice of design for the youth shelter in Danbury, with the alternative of the free shelter from CBC as a backup in case of problems with the grant application.

Mr Shitamichi was thanked by the Chairman for attending and then left the meeting.

142 Apologies for absence

All members were present.

143 Declarations of Interest

Members were reminded that they were required to declare any personal or prejudicial interests they knew they may have in items of business on the meeting's agenda. They were reminded that they would need to repeat their declaration at the appropriate point in the meeting and leave the room if the interest was a prejudicial one. Unforeseen interests must similarly be declared at the appropriate time.

Cllr A Wells declared a general interest in item 146 below by virtue of being a member of the Tennis Club.

144 Minutes of meetings

RESOLVED: that the minutes of the meeting held on 30th January 2008 and of the Extraordinary meeting held on 27th February 2008 be approved and signed as a correct record.

145 Co-option of Parish Councillor

Chelmsford Borough Council had confirmed that there had been no public request for an election to fill the vacancy on the Parish Council and therefore the Council was free to co-opt.

The Chairman introduced Mr Steve Freeman, a candidate for co-option. A résumé provided by Mr Freeman was circulated. Mr Freeman briefly addressed the Council, explaining why he wished to become a councillor, and then answered questions from members. Mr Freeman was invited to remain at the meeting until it was closed to the public, after which members would consider his application.

146 Tennis Club Lease

The Club had not yet contacted the Council regarding the lease.

147 Parish Plan Review

Cllr Alan Wells gave a brief report. A new questionnaire for the village would be needed, probably focussing on key issues. Cllr Allen mentioned that, at a recent conference he had attended on Parish Plans and Village Design Statements, the importance of a questionnaire for consulting the community had been stressed. Members agreed that the Review Working Group should be a village-led group rather than a Parish Council one, and volunteers would be needed. Methods of publicity were discussed and Cllr Wells volunteered to write a press release.

RESOLVED: That appropriate publicity be put in place to encourage volunteers from the village to come forward to form the working group.

148 Corporate Identity for Parish Council

RESOLVED: that this item be removed from the agenda.

149 Danbury Country Park Forum

The Parish Council had still not been advised of a new date for the Forum.

It was reported that new, coloured signs had been erected at the entrances to the Park, and members who had seen the signs were concerned that the design was inappropriate and that they might have required planning permission.

RESOLVED: that CBC Planning Enforcement be asked whether planning permission should have been obtained for the new signs, the response to be reported to the Planning committee.

150 Charters

The Clerk had written to Chelmsford Borough Council regarding the current position, but no response had yet been received.

RESOLVED: that the information be noted.

151 Danbury Times

Cllr Wood reported that the Spring edition had now gone to press and thanked colleagues for their input and for their commitment to delivering the newsletter. The Chairman thanked Cllr Wood and the editorial team, including Mr Chris Tressider.

152 Annual Parish Meeting

It was reported that Mr Richard Wallace, the local National Trust Warden, had agreed to be the visiting speaker at the Annual Parish Meeting on Monday 21st April in the village hall. Cllr Bolwell's offer to provide the public address system for the meeting was accepted with thanks.

153 National Awards

The Council considered whether entries should be submitted for the national competitions for Annual report of the Year, Newsletter of the Year, Website of the Year, Clerk of the Year and Council of the Year. The closing date in all cases was 4th April.

RESOLVED: that entries be made in all categories and that Cllr Wood take responsibility for compiling the Clerk of the Year entry.

154 NALC Development of Sector Report

The report was received, and members noted that the Local Government Act 2007 was now law and most provisions would come into effect in April 2008. Cllr Allen raised concerns about the implications of the Act for democracy, and the Chairman invited him to submit a briefing to the next meeting.

RESOLVED: that the report be noted, and that a briefing by Cllr Allen be considered at the next meeting.

155 Drainage and Car Park Project

155.1 Priorities for Dawson Memorial Field:

Cllr Powell had asked for this item to be placed on the agenda, and the previously agreed list of priorities had been circulated. Cllr Powell was interested in the all-weather sports pitch. Cllr Hawkins confirmed that this option had been looked into and was found to be very expensive. In addition, the Consultant for the project felt that an all-weather pitch was unsuitable for the village environment and had recommended not pursuing this option. Cllr Powell asked that the matter be looked into again and this was agreed.

RESOLVED: that the costs and other implications of installing an all-weather pitch be researched again and a report made to the next meeting of Parish Council.

155.2 Project Management:

Council was asked to approve payments to TTS for surface testing and contract monitoring for the three phases of the project. Payments for specification and tendering had already been approved, but TTS had offered phased payments. After discussion, Cllr Hawkins proposed that the TTS's costs be approved to ensure that the project was monitored and the money well spent. This was agreed unanimously.

RESOLVED: that payments to TTS be approved in the sum of £3,850 for monitoring contracts and surface testing, to be taken from earmarked reserves for the project.

155.3 Public Works Loan:

The Council considered whether to request a Loan to cover the cost of the final stage of the project, the improvements to the car parks.

RESOLVED: that the matter be deferred until the costs were known.

156 Mid Essex Area Forum

Cllr Clacy reported on meeting held on 21st January 2008, which had included a presentation by the Primary Care Trust on its priorities for the next financial year. These included local services, unpaid carers, childhood obesity and supporting healthy living. Regarding cash for services for the elderly, the PCT proposed to ask individuals for their views on the services they needed. Cllr Clacy reported that he hoped to attend the next meeting of the Forum on 23rd April 2008 at 10.30am at

Maldon Town Hall. The Chairman thanked Cllr Clacy for his report and for attending on behalf of the Parish Council.

RESOLVED: that the information be noted.

157 Danbury Medical Centre

It was understood that the application for planning permission had not yet been submitted to CBC. Members were reminded that Council had already resolved to hold a public meeting once the plans were available in order to receive feedback from residents.

RESOLVED: that the information be noted.

158 Emergency Plan for the Village

No Councillor had come forward to help with the project in place of Cllr Brooks. The Clerk reported that a further offer of help in an emergency had been received from a village resident.

RESOLVED: that the information be noted.

159 Code of Conduct

It was reported that CBC was to hold a training session on the Code of Conduct on Monday 28th April 2008 at 6.30 pm. A buffet supper would be served at 5.45 pm. Members wishing to attend were asked to contact the Clerk. Cllr Wood had attended an earlier session and recommended it to members.

RESOLVED: that any Councillor wishing to attend should contact the Clerk.

160 National Air traffic Survey

Information from NATS regarding proposed changes to the use of airspace over London and the south-east was circulated. NATS was seeking the views of those in areas affected by the changes, the closing date for the consultation being 22nd May 2008. Cllr Bolwell offered to produce a report on the changes.

RESOLVED: that the consultation be referred to the next meeting of the Environment Committee and that Cllr Bolwell submit a report for consideration by the Committee.

161 Reports from Committees

In addition to the minutes which had been circulated, the following reports were received:

161.1 Environment Committee: Cllr Keeler reported that the Committee was looking into the problem of debris on the road near St Cleres Quarry. The working party to consider the recommendations of the Defra report on climate change would meet for the first time on 24th April.

161.2 Planning Committee: Cllr Allen reported on two applications to which the Committee had objected. A further application which had been refused by CBC was to go to appeal. The Committee had queried with CBC the loss of 24 Poplar trees which had led to the revoking of a Tree Preservation Order. Cllr Berlyn reported that the agents for the owners of Danbury Park Conference Centre had asked for a meeting with the Council at Danbury Palace to present their revised redevelopment plans.

161.3 Resources Committee: Cllr Whiteing reported that urgent repairs to a leaking roof at the Sports & Social Centre would cost up to £2,500. The Committee was also looking at the possible use of the British Legion hut as a parish office should be Legion cease to need it.

RESOLVED: that the above reports be noted.

162 Reports from Outside Organisations

Danbury Society: Cllr Bolwell reported that the Society did not appear to have received written thanks for the funds it had donated towards the cost of the lighting pillar at Eves Corner. The Clerk believed she had done this but agreed to write again.

RESOLVED: that the Clerk write to the Chairman of the Danbury Society with thanks for the financial contribution towards the lighting pillar.

163 Parish Council's small grants scheme

Letters of thanks had been received from Danbury Community Transport and the Danbury Village Hall Committee for the grants awarded by the Council for 2008/09.

RESOLVED: that the information be noted.

164 ECC 'Making the Links' Concordat

Council received a report on the Concordat signed by Essex County Council and by EALC on behalf of the Quality Parish Councils in Essex. The signing had taken place at the House of Lords on 13th February 2008 accompanied by a reception. Lord Hanningfield, Chairman of ECC, had reiterated his commitment to working with parish and town councils.

RESOLVED: that the report be noted.

165 Matters of Report (for information only)

Cllr Mrs J Wells raised the question of disabled access to the main hall in the Sports & Social Centre which was not as it should be. The Chairman reported that access to the entrance area of the Centre would be improved in the forthcoming refurbishment. Cllr Wells' concerns would be reported to the Centre Manager.

166 Dates of next Meetings

21st April – Annual Parish Meeting

7th May – Annual Council meeting (start of Council year)

30th July

24th September

26th November

167 Exclusion of Press and Public

RESOLVED: that, in accordance with S1 of the Public Bodies (Admission to Meetings) Act 1960, in view of the nature of the business to be discussed it was, in the opinion of the Council, advisable that the Public and Press be excluded, and that they be instructed to withdraw. Mr S Freeman left the meeting.

168 Co-option of Councillor

After a short discussion the proposal was put that Mr Steve Freeman be co-opted to membership of the Parish Council. In a secret ballot the proposal was carried by a majority vote.

RESOLVED: that Mr Freeman be co-opted as a member of Danbury Parish Council.

169 Bowling Club Lease

Council received and discussed the report of the Leases Working Party. It was explained that a number of queries would be referred back to the Council's solicitor.

RESOLVED: that the report be noted.

Business having been concluded, the Chairman closed the meeting at 10.17pm.

Signed: Chairman

Date: