

Minutes of the Meeting held remotely on 4 May 2021 at 7.30pm

Present: Cllr G Chapman, Ms Michelle Hunscher, Mr A Masson, Mr A Watts, Mrs C Watts.
In Attendance: Mrs L Mitchelmore (Assistant Clerk)

21/22.01 Apologies for absence

None

21/22.02 Declarations of Interest

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

None

21/22.03 Election of Chairman of the Committee

RESOLVED: That Cllr G Chapman was elected as Chairman of the Committee for the year 2021-22.

Proposed: Mr A Masson, Seconded: Mr A Watts and all agreed.

21/22.04 Volunteer Policy

The Assistant Clerk explained the Parish Council Volunteer Policy and would send a copy to each member.

21/22.05 Terms of Reference

The Assistant Clerk explained the Committee's Terms of Reference and would send a copy to each member. The Terms of Reference were due for review.

21/22.06 To appoint the P3 representative.

RESOLVED: that Cllr Chapman be appointed as the P3 Representative for the year 2021/22.

Proposed: Mrs C Watts, Seconded: Mr A Watts and all agreed.

21/22.07 Overview of Public Rights of Way in Danbury.

Cllr Chapman gave a verbal overview of the Rights of Way in Danbury.

21/22.08 Public Rights of Way Inspection

Mr A Masson Mr A Watts and Mrs C Watts would walk the Public Rights of way at the Eastern end of the village and Cllr Chapman and Ms Hunscher would walk the footpaths at the Western end of the village. The Assistant Clerk would send out blank audit lists for the respective Public Rights of Way. Health and Safety was discussed and a risk assessment for the inspection of footpaths would be sent to members.

Issues such as an obstructed footpath could be reported directly to Essex Highways. Way markers and finger posts that were close to the Highway could not be repaired/replaced by the P3 volunteers for safety reasons. Once an audit had been completed and issues identified, an application for funds, training and equipment would be sent to Essex County Council. Only work that had been authorised could be undertaken.

21/22.09 Dates of next meeting

A timetable of meetings would be proposed for meetings every two months.

There being no more business to transact the Chairman closed the meeting at 8.15pm.

Signed: Chairman.....Date.....