



Minutes of the Meeting held on 16th September 2019 at 7.30pm in the Meeting Room, The Old School House, Main Road, Danbury

Present: Cllrs: S Berlyn (ex officio), C Baker, D Chesterman, A Keeler, J Thombs

In attendance: Mrs L Mitchelmore (Assistant Clerk), Ms Michelle Harper (Parish Clerk)

19/20.41 Apologies for Absence

Apologies were received from Cllrs A Chapman, G Chapman and B Hallett

In the absence of the Chairman and Vice-chairman, Cllr C Baker proposed that Cllr J Thombs take the Chair. It was seconded by Cllr D Chesterman and all agreed.

RESOLVED: That Cllr J. Thombs take the Chair for the meeting.

19/20.42 Declarations of Interest

All Members were reminded that they must disclose any pecuniary or non-pecuniary interests they know they may have in items of business on the meeting's agenda and that they must do so at this point on the agenda or as soon as they become aware of the interest. 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 pecuniary one. They were also obliged to notify the Monitoring Officer of the interest within 28 days of the meeting, if they have not previously notified her about it. Unforeseen interests must be declared similarly at the appropriate time.

Cllr Chesterman declared a non-pecuniary interest in item 19/20 49 as he litter picks, although not on behalf of the Council.

There were no other interests declared.

19/20.43 Public Questions (Time limited to 15 minutes)

There were no members of the public present

19/20.44 Minutes of the Environment Committee

RESOLVED: that the minutes of the meeting held on the 22nd July 2019 were approved and signed as a true record.

19/20.45 Actions from the Minutes

The actions from the minutes were noted. The Assistant Clerk would send a letter of thanks to the Conservation Volunteers who cleared the ponds at Eves Corner and Runsell Green.

19/20 46**Trees****19/20 46.1 Tree Charter**

The Committee received a verbal update from the Clerk. The woodland walk had been cancelled due to a lack of interest. The tree dressing activity was not well attended as it was not held close enough to the other play in the park activities.

19/20 46.2 Trees

It was noted that the tree survey for 2019 would be undertaken at the end of September/early October.

19/20 46.3 Ponds at Eves Corner and Runsell Green

It was noted that the conservation work had taken place at Eves Corner on Wednesday and Thursday 11th and 12th September 2019 and that works at Runsell Green were scheduled for Wednesday 2nd October 2019.

19/20.47**Footpaths****19/20 47.1 Footpath Officer Report**

There were no reports from the Footpath Officers.

19/20 47.2 Reported Footpath Matters

The list of reported items was noted.

19/20 47.3 Notification from Essex County Council

Members noted a notification from Essex County Council of a new entry on the definitive footpath map for Footpath 62.

19/20 47.4 Footpath Maps.

19/20 47.4.1. It was noted that there were around 250 footpath maps in stock.

19/20 47.4.2. Members received and considered the proposed footpath map amendments from the Footpath Officers and included some additional ones. The Assistant Clerk would confirm the quotes for the amendments and printing costs. The proposed amendments were as follows:

1. Update the address of the Council to:
Danbury Parish Council
The Old School House
Main Road
Danbury
Chelmsford
Essex
CM3 4NQ
2. Delete the fax number
3. Add the green background to 'Please Take One.'
4. Change 'Daen Ingus' to 'Daen Ingas.'

5. Add missing footpath 61 as public right of way with red dashes – Square D3.
6. Change all dates – add copyright date to the Danbury Parish Footpath Map’ box in the bottom left hand corner.
7. Change the date in the section ‘Photographs by kind permission to ‘2020’
8. Put a date on the reverse of the map. Suggest ‘STREET INDEX 2020.’
9. Replace ‘Bluebell Tea Room’ with ‘Tea Room.’
10. Street Index - ‘Woodhill’ should read ‘Woodhill Road.’
11. Replace photograph E2 with a photograph of the new duckhouse.
12. Label the location of the new vineyard.
13. The ‘18’ on the scale in the bottom left hand box should read 0.8. (query from Assistant Clerk: is the 18/0.8 superfluous and could it be deleted?)
14. It may be necessary to change the name and address of the printer.

After a discussion S Berlyn proposed that the amendments be accepted and also include:

1. Check the exact route of footpath 61 and ensure that meets up with footpath 8.
2. Check whether to use the term vineyard or winery.
3. Call Tea on the Green, ‘Tea Room.’
4. Remove the 1.8 from the scale at the bottom left hand box.
5. Label the Medical Centre.
6. Add the word ‘area’ after Riffhams Lane and Hopping Jacks Lane, in the photograph labels.
7. Add the word Bridleway after Pedlars Path in the photograph labels.
8. Check the name of St John’s Church and keep it consistent between the map and the photograph.

RESLOVED: that the footpath map amendments, as listed above were agreed

Proposed Cllr S Berlyn; Seconded Cllr A Keeler and all agreed.

19/20 48 Parish Paths Partnership (P3) Scheme Sub Committee

It was noted that Cllr D Chesterman had attended a P3 First Aid Training Course on 12th September 2019. The date of the first meeting of the P3 group would be organised for October.

19/20 49 Litter Pickers

Members received a report about the litter picking scheme and considered the following options:

1. Adopt all recommendations in section 4 of the report to comply with Health and Safety and Insurance requirements.

If the Parish Council decided to continue with the scheme, the Clerk and Assistant Clerk would create a policy for approval at the next meeting.

Or

2. Discontinue the Litter Picking Volunteer Scheme

Or

3. The Parish Council could hold litter picking days.

Cllr C Baker proposed option 1, it was seconded by Cllr A Keeler and all agreed. A request would be made to the resources committee for £393.64, the initial costs of continuing the scheme as given in section 4 of the report.

RESOLVED: that the Parish Council would continue the Litter Picking Scheme, adopting the following measures to comply with Health and Safety requirements:

- Confirm which volunteers continued to litter pick.
- Recall litter picking equipment annually to be checked and replace damaged equipment.
- Supply volunteers with hi viz jackets and gloves.
- Keep a record of where and when volunteers would be litter picking.
- Provide each volunteer with a risk assessment and safety instructions and ask them to sign that they have read and understood them.

Proposed Cllr C Baker; Seconded Cllr A Keeler and all agreed.

19/20.50 Bus Transportation

Members noted the report from the Passenger Transport Representative

19/20.51 Reported Highways Matters (reported items)

The list of reported footpath items was noted.

19/20 52 Traffic Speeds along Butts Lane

Members considered requesting a traffic count to investigate the speed of traffic along Butts Lane, following concerns raised at the Environment Committee meeting held on 22nd July. As it had related to just one isolated incident, members agreed not to request the traffic survey.

RESOLVED: that the traffic survey would not be requested.

19/20 53 Car selling on Runsell Green

Members noted that they should report any incidences of vehicles being sold on Parish Council Land at Runsell Green to the Parish Office.

19/20.54 Chelmsford Local Highways Panel (LHP).

19/20 54.1 Members noted that the LHP meeting had been held on 12th September 2019.

19/20 54.2 Members noted that the following were on the LHP Schemes Awaiting Funding List updated 9th September 2019.

Location	Description	Comments
Sporhams Lane	Width restriction on road to prevent goods vehicles damaging verges.	In Validation – waiting for outcome of request for

		quiet lane status under LCHE152012.
Well Lane to the Heights – Service Road	One-way road	From Feasibility Study shared at June 2018 Panel Option 2 - Make one-way with carriageway and layby improvements
Penny Royal Road/Mayes Lane to Woodhill Road	Implementation of footway/walkable verge to link two parts of village	Estimated costs, design under review.
A414 Maldon Road nr jn with Hyde Lane Danbury	Bend/junction warning signs with SLOW road markings. Bend with two junctions needs highlighting to drivers.	In validation

19/20 54.3 Members noted that the following were on the LHP Funded Schemes list updated 9th September 2019.

Location	Description	Comments
Bicknacre Road	Signage improvements and vegetation clearance	Estimated completion Aug 2019
Penny Royal Road/Mayes Lane to Woodhill Road	Lack of Footway	Scheme needs to be rolled into 2019/20

19/20.55 Living Landscapes

Members considered writing a letter of concern to the Essex Wildlife Trust (EWT) that the Danbury Ridge Living Landscape Scheme appeared to have stalled. After an update received from Cllr Hallett, members agreed not to write as the EWT were finalising a 5-year plan. Cllr D Chesterman requested that the item be brought back to the next agenda to ask Cllr Hallett if she would like the Parish Council to request written confirmation of what had been reported to her by the EWT.

19/20 56 Environment Committee Budget 2020/21

Members received a budget explanation for 2020/21 and a draft budget was presented at the meeting. The budget would be agreed at the meeting scheduled for Monday 18th November, for recommendation to the Resources Committee. Members were requested to contact the Parish Office with any proposals for additions to the budget.

19/20.57 Correspondence

Members received a letter from Woodham Walter Parish Council addressed to Maldon District Council regarding the Fast and Furious Event at the Warren Golf Club. Cllr Berlyn proposed that a letter supporting the comments of Woodham Walter Parish Council be written to Maldon District Council and all agreed.

RESOLVED: that a letter supporting the comments of Woodham Walter Parish Council be written to Maldon District Council

19/20.58 Matters for Report (for information only)

There were no matters for report.

19/20.59 Forthcoming Meetings 2019

The next meeting was scheduled for 18th November 2019.

There being no further business to transact, the Chairman closed the meeting at 8.55pm.

Chairman

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Signed

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Date