

**Minutes of the Meeting held on Wednesday 17 January 2022 at 7.30pm at the Parish Council Office,
Main Road, Danbury, CM3 4NQ**

Present: Cllrs: S Berlyn, A Chapman, G Chapman, B Hallett, A Keeler, N Orange

In Attendance: Mrs L Mitchelmore (Assistant Clerk), Ms M Harper (Clerk) and a member of the public.

21/22.31 Apologies for Absence

None

21/22.32 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. Members have dispensation to discuss and vote in respect of matters relating to the Precept and the DCA.

Cllr Orange declared a non-pecuniary interest in that he was acquainted with the member of the public who come to address the committee.

21/22.33 Public Question Time

Members of the public are invited to address the Council, give their views and question the Council on issues on this agenda, or raise issues for future consideration (at the discretion of the Chairman). Members of the public may not take part in the Council meeting itself. At the close of this item members of the public will no longer be permitted to address the Council unless invited to do so by the Chairman. The session will last for a maximum of 15 minutes with any individual contribution lasting a maximum of 5 minutes. Members of the public should address their representation through the Chairman of the meeting.

The member of the public expressed concern about safety for pedestrians crossing Well Lane to access the Danbury Country Park entrance and the Heights and vice versa due to short sight lines and vegetation close to the Highway. They requested: Road signage warning of pedestrians crossing; a convex mirror opposite the gate pointing towards Woodhill Road, and a 20mph speed limit on Well Lane.

This would be included in the agenda for discussion at the next Environment Committee meeting but in the meantime, the Assistant Clerk would write to Danbury Country Park and Essex Highways to request that the vegetation be kept cut back away from the entrance to the park.

21/22.34 Minutes of the Environment Committee dated 9 November 2021

RESOLVED: that the minutes of the Environment Committee meeting held 9 November 2021 were approved and signed as a true record.

Proposed: Cllr Hallett, seconded Cllr Orange and agreed.

21/22.35 Actions

The actions from the minutes were noted.

21/22.36 Highways Matters

Members received a report and:

- i. Noted the minutes from the Local Highways Panel meeting held on 16 December 2021.
- ii. Noted the status of the current Danbury requested schemes. The Assistant Clerk would write to the County Councillor to query the Local Highways Panel (LHP) recommendation that a signalised crossing would not be feasible at the crossing on Main Road adjacent to the Bell, due to the width of the pavement there. Instead, the recommendation was to improve visibility of the existing crossing.
- iii. A letter regarding safety for pedestrians crossing the A414 adjacent to Danbury Palace Drive was considered. The Assistant Clerk would write a supporting letter to the County and City Councillors, the Cabinet Member for Highways at Essex County Council and the Local Highways Panel.
- iv. RESOLVED: to request an 'unsuitable for HGVs' sign for Sporhams Lane through the LHP.

Proposed: Cllr G Chapman, seconded: Cllr Berlyn and all agreed.
- v. Noted that the request to the South Essex Parking Partnership by residents for parking restrictions along Copt Hill had been unsuccessful.
- vi. Noted the slides from the Passenger Transport Meeting held on 18 November 2021.
- vii. RESOLVED: to inform the County Councillor that the Parish Council would not support an application to extend the time allowed for parking at Eves Corner from 1 to 2 hours as it would reduce the availability of parking spaces for visitors wishing to use the businesses there – in particular the pharmacy – and increase pressure on the limited parking facilities, potentially making the car park dangerous at busy times.

Proposed: Cllr Berlyn, seconded: Cllr Orange and all agreed.

21/22.37 P3 (Parish Paths Partnership) Sub Committee

The minutes from the P3 Sub-Committee held on 17 November 2021 and notes from the meeting with the Essex Highways Public Rights of Way (PROW) Lead Officer held on 10 January 2022 were noted. A work proposal and grant request would be submitted to the PROW Lead Officer. A training session had been arranged for the 22nd February at which tools and materials would be provided and kept by the P3 group. The grant request was below £500 and so within the spending limit of the P3 Sub-Committee.

21/22.38 Circular Walks Booklet

Members considered whether to print the Circular Walks Booklet at a cost of £233. The allocated budget was £200 and the remaining cost would be met from an alternative budget – possibly by the Danbury Society but this had not yet been confirmed.

RESOLVED: to publish the Circular Walks Booklet on the Parish Council Website and print 200 Circular Walks Booklets.

Proposed Cllr Berlyn, seconded; Cllr Hallett, all agreed.

21/22.39 Community Woodland Furniture

Members received a report and considered the purchase of two picnic benches, 1 bench and two litter bins for the Community Woodland. Funds for the purchase had been awarded from County Cllr Spence's

Locality Fund, however the cost would exceed the awarded funds by £114.24 and this would be met from an alternative budget.

RESOLVED: that 2 picnic benches, 1 seat and 2 bins would be purchased for the Community Woodland.

Proposed Cllr G Chapman, seconded; Cllr Hallett, all agreed.

21/22.40 Trees

21/22.40.1 Members considered where to plant the Field Maple that for Dawson Field Tree T1 that had been felled.

RESOLVED: subject to checks for underground cables, to plant the tree between Tree T10 and the picnic benches.

Proposed: Cllr A Chapman, seconded; Cllr G Chapman, all agreed.

21/22.40.2 Members received a report and considered whether to undertake unplanned tree works at the Dawson Field. A quotation had been received and it was suggested that a comparative quote be obtained. As the proposed works would exceed the available budget for tree works, the works that related to Grounds Maintenance and the Sports and Social Centre, would be referred to the Facilities and Leisure and Activities committees respectively.

RESOLVED: that:

- i. Dawson Field Trees T12 and T17, be dead wooded at a cost of up to £1160. A comparative quote would be obtained and the best value for money commissioned.
- ii. the proposal to raise the low branches of Dawson Field Trees T31 and T33 be referred to the Facilities Committee.
- iii. the proposal to remove the tree growing at the side of the Sports and Social Centre and coppice the rose shrub by the steps to from pitch 1 to pitch 2 be referred to the Leisure and Activities Committee.

Proposed: Cllr A Chapman, seconded; Cllr Orange, all agreed.

21/22.41 Ducks

It was agreed that information be added to the existing sign on the pond at Eves Corner providing information about healthy foodstuffs to feed the ducks and that information be given on the Parish Council Facebook page and Website and in Newsletters and the Danbury Times. A request would be made to the Co-op to consider stocking duck food.

21/22.42 Transport East Regional Transport Strategy

The response to the Regional Transport Strategy Consultation was delegated to the Chair of the Committee and Clerk.

21/22.43 Environment Strategy

Members considered the Environment Strategy for recommendation to the Parish Council and made amendments so that posts would be replaced with hedges where appropriate and to consider rewilding in appropriate areas.

21/22.44 Matters for Report (for information only)

There were no matters for report.

21/22.45 Matters to be communicated to Residents.

Items 21/22.41 and 21/22.38 would be communicated to residents.

21/22.46 Date of next meeting

Monday 22 March 2022 at 7.30pm at the Parish Council Office.

There being no more business to transact, the Chairman closed the meeting at 9.21pm.

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Signed Chairman

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Date