

Minutes of the Parish Council Meeting held on 30 January 2019 at 7.30 pm at The Old School House, Main Road, Danbury

Present: Cllrs S Berlyn (Chairman)
Mrs A Chapman (Vice Chairman) Mrs M Hessing
Mrs L Anstee A Keeler
C Baker J Steele
G Chapman P Sutton
D Chesterman J Thombs
Mrs B Hallett

In attendance: Ms M Harper, Clerk
Richard Ambor, Chelmsford City Councillor
1 member of the public
Dr C Dollery
Mr S Morgan

117 Apologies for absence

Cllr M Telling.

118 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 were reminded that they would 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.

There were no interests declared.

119 Presentation of Donation

The Chairman expressed the Parish Council's thanks to Mr S Morgan for the donation of the Tommy figure that was erected at Eves Corner as part of the Remembrance Day 2018 commemorations. Mr Morgan spoke for a few minutes on the works undertaken for veterans by the charities he supports before accepting the donation of £100.00 on behalf of the charity Pilgrim Bandits.

120 Presentation on Social Isolation

Dr C Dollery from the Danbury Medical Centre (DMC) gave a presentation to the meeting regarding social isolation. Apologies were received from Ms K O'Callaghan, Head of Strengthening Communities Essex County Council. Dr Dollery outlined the effects of social isolation on health and how the DMC were supporting initiatives to combat these in the Danbury Community, including mental health first aid training, social walks, befriending and micro-volunteering. At the end of the presentation several questions were discussed regarding potential use of the library, the effects of social isolation on young people and connections with local churches.

The Chairman thanked Dr Dollery for her presentation

121 Public Question Time

There were no questions from the public.

122 Approval of Minutes

RESOLVED that the minutes of Parish Council meeting held 28 November, 2018 were accepted as a true record.

123 Reports from Village Organisations

There were no reports.

124 Reports from Committees

124.1 Resources Committee – Chairman to Report

124.1.1 The minutes of the last meeting as published were noted.

124.1.2 The recommendation from the Resources Committee that the Risk Management Schedule, Statement of Internal Control and Internal Audit be adopted was agreed:

RESOLVED that the Risk Management Schedule, Statement of Internal Control and Internal Audit be adopted, proposed by Cllr P Sutton and seconded by Cllr J Steele, all agreed.

124.2 Planning Committee – Vice Chairman to Report

The minutes of the last meeting as published were noted. Cllr J Thombs advised that the Old Chase Farm appeal had been dismissed. Thanks to residents and Chelmsford City Councillor R Ambor for support and attendance, along with representatives from the Parish Council, at the Chelmsford City Council planning meeting to discuss the application from the Bell Pub were expressed; Cllr Mrs M Hessing advised that several conditions had been imposed on the approval of the application that would require monitoring.

124.3 Environment Committee – Chairman to Report

The minutes of the previous meeting as published were noted. The last meeting of the Environment Committee was Monday 28 January and the minutes not yet available. Cllr Mrs A Chapman reported that the Committee would be signing the Tree Charter in support of the principles; responses would be made to the consultation on Biodiversity regarding mandatory assessments and Bus changes affecting local services and that a recent meeting with the Public Path Partnership was very promising.

124.4 Facilities Committee – Chairman to Report

124.4.1 The minutes of the last meeting as published were noted. Cllr J Steele asked for Parish Councillor views on the proposal from Danbury Cricket Club (DCC) that the roller currently owned by the DCC and used for the preparation of the cricket wicket be 'gifted' in fully working condition to the Parish Council who would then assume responsibility for maintenance and storage. In discussion the Parish Council view was that it would not take on the responsibility of the roller, but would be prepared to consider arranging suitable storage; additionally, there was a majority

agreement to continue to support the cricket by ensuring the maintenance of the cricket wicket and that fees would continue to be recommended each year by the Facilities Committee. The Parish Clerk would liaise with DCC

- 124.4.2 The recommendation from the Facilities Committee that the Health and Safety Policy be adopted was agreed:

RESOLVED that the Health and Safety Policy be adopted, proposed by Cllr J Steele and seconded by Cllr Mrs M Hessing, all agreed.

125 Community Special Constables

The publicity material for the Community Special Constables was noted. A pop-up banner has been requested from Essex Police for use at the re-launch of the Farmers Market in April as additional advertising, which will require collection and return to Chelmsford.

126 Social Media Policy

There was lengthy discussion regarding the use of social media and in particular email accounts for council business. Councillors were requested to confirm to the Clerk if they wished their private email addresses to be withdrawn and their council email addresses activated for individual use.

The Clerk will review the policy for consideration at a later meeting.

127 Review of the Code of Conduct

There was a lengthy discussion regarding the application of the Code of Conduct to members activities when acting in an official capacity and as a private individual.

128 Parish Council Committee Structure

The proposed changes to the committee structure were discussed and it was agreed that the Land Slippage Working Party would become a sub-committee of the Parish Council for the duration of the project, that the Health & Wellbeing Working Group would remain a working group whilst the remit of the Parish Council involvement was evolving and that the reorganisation of responsibilities between Environment, Facilities and Resources in order to improve efficiencies be accepted.

RESOLVED that the Land Slippage Working Party become a sub-committee of the Parish Council, proposed by Cllr J Steele and seconded by Cllr Mrs M Hessing, all agreed

RESOLVED that the responsibilities between Environment, Facilities and Resources be reorganised, proposed by Cllr S Berlyn and seconded by Cllr J Steele, all agreed

129 Review of meeting dates

The changes to meeting dates for 2019 were noted.

130 Response to Library Closure Consultation

There was lengthy discussion regarding the potential closure of Danbury Library and the response to the consultation. Councillors discussed options relating to maintaining a library service and contacting other local councils who fell within the catchment of the Danbury Library. It was agreed that an Expression of Interest would be submitted by the Parish Council for a partnership with The Charis Trust (an Danbury based charity) in order to maintain the current library service assisted by volunteers, and for the use of the library building (or alternative provision) as a Community Library and Wellbeing Hub for the village. It was also agreed that the response to the consultation would be completed by the Clerk in conjunction with the Chairman and Vice Chairman of the Council.

RESOLVED: that an Expression of Interest be submitted regarding a partnership with the Charis Trust, proposed by Cllr Mrs A Chapman and seconded by Cllr P Sutton, all agreed.

RESOLVED: that an Expression of Interest be submitted regarding the provision of a Community Library and Wellbeing Hub, proposed by Cllr Mrs L Anstee and seconded by Cllr D Chesterman, all agreed.

131 Councillors' Surgeries

Attendance for Councillor Surgeries to be held in the Sports and Social Centre was agreed:

- 2 February 2019 – Cllrs S Berlyn and J Thombs
- 2 March 2019 – Cllrs Mrs L Anstee and D Chesterman
- 6 April 2019 – Cllrs C Baker and Mrs A Chapman
- 4 May 2019 – Cllrs Mrs M Hessing and A Keeler

132 Matters for Report (for information only)

The Clerk advised that the nomination papers for the local election on 2 May 2019 would be available and sent to members. Members were reminded that they were responsible for completing and delivering the nomination forms to Chelmsford City Council within the timetable to be published by the Returning Officer at the Elections Office.

133 Date of next meeting:

Wednesday 27 March 2019 to be held at the Danbury Parish Committee Room, Old School House, Main Road, Danbury, CM3 4NQ at 7.30pm