

public meeting on Tuesday 29th November, 2016 at Danbury Mission if the plans were submitted and validated by Chelmsford City Council. Following discussion Cllr Mrs Chapman proposed that a PC 'Statement' be prepared to be put on the PC website and produced in leaflet and poster form to summarise the PC situation regarding the proposed developments, wording for the statement was also proposed; Cllr Gardiner seconded the proposal; all Members were in agreement. RESOLVED THAT: the agreed statement re the PC situation regarding the proposed developments be put on the PC website and produced in leaflet and poster form and distributed/displayed as widely as possible.

(The Clerk decided after the meeting that she would be attending the Public Meeting to be held on 1st November, 2016.)

The Chairman thanked Cllr Shepherd who then left the meeting 7.39pm.

67 Vacancies for Parish Councillors

Members had been supplied with details from three applicants for the four vacancies on the Parish Council. At the meeting each applicant spoke briefly about why they wanted to become a Parish Cllr and how they felt they could contribute/serve the residents of Danbury and answered questions put to them by Members. Cllr Mrs Chapman thanked the three applicants and advised them that the Members would consider their applications in the closed section at the end of this meeting.

68 Reports from Village Organisations

There were no reports.

69 Strategic Plan Working Group (Draft Document)

Members had been supplied with a copy of the draft document. At the meeting Members were asked to review this document and then write any comments on their hard copy and return to the Clerk by 31st October 2016, so that these may be incorporated into a second draft for consideration at the next PC meeting scheduled for 30th November 2016. Members were advised that specific projects were not listed within the draft as it was felt that this would limit the scope of the business plan.

RESOLVED THAT: all Members review the draft document for the Strategic Plan produced by the working group and write any comments on their hard copy and return to the Clerk by 31st October 2016.

70 Communications Group Meeting

70.1 Schools Visits

Members had been advised that Cllr Mrs Hallett would be visiting St John Primary School with Cllr Sutton if available. (Cllr Mrs Chapman would be used as a substitute). The power point presentation had been revamped and shortened to be more 'child friendly' and would allow more time for questions from the children

70.2 Christmas Card Competition for schools

Members had been advised that Heathcote and St Johns had agreed to take part. RESOLVED THAT: the information was noted by Members

71 Reports from Committees

71.1 Resources Committee

The Chairman advised:

71.1.1 Neighbourhood Plan Co-ordinator

Interviews had been arranged for Thursday 6th October 2016 for this fixed term contract of 12 hours per week for 18 months

71.1.2 Budgets

Work on the budgets had commenced.

71.1.3 Annual Accounts – External Audit

These had been received back with no comments. The Clerk was congratulated for the successful audit

71.2 Planning Committee

The Chairman advised:

71.2.1 Neighbourhood Plan

Cllr Les Priestly from Hatfield Peverel Parish Council gave a presentation regarding Hatfield Peverel's plan. There is an inaugural coffee morning set up for Wednesday 5th October, 2016 in the Old Pavilion at 10.00 a.m. The Parish Council had joined the RCCE Neighbourhood Plan information group so there would be support from RCCE.

71.2.2 Potential Developers

Members had been advised that the Parish Council currently had 5 different developers who had contacted the Parish Council regarding different plots of land within the village which may after 2021 be designated for housing in Chelmsford City Council's plan for 2021 – 2036. No actual Planning Applications had been received to date; if and when they were the Parish Council would hold a public meeting to discuss comments to be forwarded to the City Council. This item was discussed at the beginning of the meeting – Minute No.66 applies. Members were in agreement that a copy of the summary sheet supplied to Members under this agenda item be given to attendees at the Neighbourhood Plan meeting on 5th October 2016 (Minute No.71.2.1 above applies)

71.2.3 Quarries

Two Planning Applications had been submitted regarding St Cleres and Royal Oak Quarries. Members had sent back comments.

71.3 Environment Committee

The Chairman advised:

71.3.1 The Avenue/Maldon Road

A request had been sent to the SEPP for junction protection measures at The Avenue/Maldon Road following receipt of a petition from residents.

71.3.2 Project Danbury

Members had agreed to Danbury Garden Services undertaking the maintenance, watering and grass cutting of the flowerbed outside The Old Pavilion from 1st October 2016. The signs would be discussed at the November meeting.

71.3.3 Danbury Palace

Concern had been raised regarding the condition of the Listed Garden but it did not appear that there was anything specific in the planning conditions. In regards to the pond there had been no agreement listed/part of the CCC requirements and the pond had been filled in.

71.4 Facilities Committee

The Chairman advised:

71.4.1 Roof Repairs Sports and Social Centre

There had been problems with the roof repairs due to the cherry picker not being able to reach the gym roof/sports hall roof. The Sports Centre had removed the fan from the gym roof - now waiting to see if the roof is still water tight. The ridge tiles to the side of the Sports Hall would need to be repointed as the roof is leaking.

71.4.2 Quotations for survey works to Dawson Memorial Field near path to Bowling/Club Tennis Club

The Clerk had contacted four Civil Engineers to give a report regarding the area of the Path down to the Bowling/Tennis clubs; two had visited the site and one had given a firm quotation for the survey.

71.4.3 Legionella

Details of an Action Plan had been circulated to Committee; parts of this document still need to be addressed.

71.4.4 Ponds Work

Works at Runsell Green took place on 27th September and the works at Eves Corner scheduled to take place on 4th, 12th and 19th October. Volunteers were still required.

71.4.5 Allotments

Meeting held on Tuesday 20th September, 2016 notes will be circulated when completed

71.4.6 Play Area

Works would be carried out in line with the Inspection report.

71.4.7 Trees

Medium and low priority works from the 2015 Tree survey from 2015 ordered. A further survey would be booked for all Council trees. A visit had been undertaken to residents in Landisdale regarding the trees in Pedlars Path. These trees continue to be monitored.

RESOLVED THAT: the information was noted by Members

72 Children's Centre /Old School House

Members had been advised that The Children's Centre would now be run by Action for Children until March 2017; after that it was unknown who would provide the service due to rebidding process, but in April 2017 'the centre/facility' would move to the Library. Members had been asked to put forward any ideas/suggestions for usage of this space – no ideas had been submitted to the Clerk. At the meeting Members were given a written report regarding the site meeting undertaken in the morning of 28th September 2016 by ECC/Lambert, Smith & Hampton.

RESOLVED: that the information was noted by Members

73 Danbury Fireworks (5th November, 2016)

Members had been advised that no further correspondence had been received from Scouts and had been supplied with a copy of the reply from the Police. At the meeting Members were advised that the Clerk had been notified today (28th September 2016) that Essex & Suffolk Water would be undertaking water mains works on Elm Green Lane from 31st October until December 2016. It was agreed that the Clerk would notify the Scouts re these works and contact the water company to verify their plans re fencing off the area and the supply/position of comfort stations (toilet and kitchen facilities)

RESOLVED THAT: i) the information was noted by Members
ii) the Clerk notify the Scouts of these works
iii) the Clerk contact the water company re fencing and location of
comfort stations for the duration of these works

74 Timetable of Meetings.

Members had been supplied with the proposed timetable of meetings for 2017.
Cllr Gardiner proposed this be ratified; Cllr Mrs Gardiner seconded the proposal; all
Members were in agreement.

RESOLVED: that the proposed timetable for 2017 be ratified.

75 Response to 2017 – 2018 Local Government Finance Document

Members had been supplied with details of this document and advised that it was
essential that Parish Councils reply to this consultation which closes on the 28th
October 2016. Following discussion of the proposals being put forward by the
Government, Cllr Mrs Chapman proposed the response to be submitted opposing
the capping to be in the form of a letter and that the questionnaire should not be
completed; Cllr Gardiner seconded the proposal; all Members were in agreement.
RESOLVED: that a letter, contents as agreed, be submitted opposing the proposed
capping and that the questionnaire should not be completed.

76 Parish Update from Cllr John Spence

A copy of the September 2016 update was supplied to Members at the meeting.

RESOLVED: that the information was noted by Members

77 Eves Corner Traffic Lights

No further information received.

78 Danbury Times

Cllr Mrs Chapman advised that the winter issue would be available for distribution
early December, that suggestions for topics to be included would be welcomed and
that another Member was required to join this working party, currently consisting of
Cllr Berlyn, Cllr Mrs Chapman and the Clerk - Cllr Wakefield offered to join the
group. Next meeting was confirmed as Monday 3rd October 2016 at 10am.

RESOLVED: that the information was noted by Members

79 Councillors' Surgeries

1st October: Cllr Gardiner and Cllr Mrs Gardiner

5th November: Cllr Mrs Chapman – another Cllr needed

3rd December: Cllr Mrs Hallett and Cllr Sutton

80 Correspondence

Police & Crime Plan Consultation - Members were requested to respond on line as
individuals and reminded that the close date was 7th October 2016

RESOLVED: that the information was noted by Members

81 Matters for Report (for information only)

Cllr Kennewell advised that a clothes bank had been installed on the forecourt to the
Premier Shop on Maldon Road

RESOLVED: that the information was noted by Members

82 Date of Last Meeting in 2016:

30th November.

83 Exclusion of Press and Public

In accordance with S.1 of the Public Bodies (Admission to Meetings) Act 1960 to resolve that in view of the nature of the business to be discussed it was in the opinion of the Committee advisable that the Public and Press be excluded and they were instructed to withdraw

84 Ballot for New Councillors

Secret ballots were carried out for each of the three applicants; counting of the ballots was undertaken by the Clerk who announced that Mr Christopher Baker, Mr Billy Hinken and Mr John Steele had duly been co-opted to Danbury Parish Council

RESOLVED: that Mr Christopher Baker, Mr Billy Hinken and Mr John Steele be co-opted to Danbury Parish Council.

85 DCA - Lease

Clerk updated Members re the DCA meeting held on 21st September 2016. Members discussed and agreed that this topic should be brought back to the May 2017 PC meeting for discussion.

RESOLVED THAT: i) the information was noted by Members
ii) the lease be discussed at the May 2017 PC meeting

There being no further business the meeting was closed at 10.00pm

Signed:

Cllr S Berlyn, Chairman

Date: