

**Minutes of the Parish Council Meeting held 8 September 2021 at 7.30 pm**  
**at The Parish Office, Main Road, Danbury**

Present: Cllrs S Berlyn (Chair), A Chapman (Vice Chair), G Chapman, A Keeler, and J Thombs

In attendance: Ms M Harper, Clerk  
Mrs L Mitchelmore, Assistant Clerk

**21/22.45 Apologies for absence**

Apologies were received and accepted from Cllrs J Armstrong, B Hallett, M Hessing, N Orange and P Sutton

Cllrs Armstrong and Hessing joined the meeting on a virtual platform but were unable to vote

**21/22.46 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.

There were no declarations of interests

**21/22.47 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.

There were no members of the public present

**21/22.48 Delegated Powers to the Clerk**

RESOLVED: to remove the delegated powers from the Clerk for the duration of this meeting and to reinstate, subject to discussion and agreement following agenda item 50, proposed by Cllr Thombs and seconded by Cllr Keeler, all agreed

**21/22.49 To approve Minutes of the Parish Council meetings held 20 July 2021**

RESOLVED: that the minutes of the Parish Council meeting held on 20 July 2021 be approved and signed as a correct record, proposed by Cllr A Chapman and seconded by Cllr G Chapman, all agreed

**20/21.50 Return to Face-to-Face Council and Committee Meetings**

Cllr Berlyn proposed that the Parish Council resume face to face meetings; after some debate it was agreed that the Clerk would contact all councillors to confirm if they are willing to return to face to face meetings with effect from the next Parish Council meeting to be held on 29 September. Cllr Berlyn withdrew his proposal.

**21/22.51 To receive the External Auditors Report – year end March 2021**

The Parish Council received the External Auditors Report for the year ending March 2021. Councillors congratulated the Clerk on achieving an unqualified audit

**21/22.52 Approval of a Community Initiative Funding (CIF) request**

RESOLVED: that the Parish Council support the submission of a grant request from the Community Initiative Fund towards the cost of the play equipment project, proposed by Cllr Thombs and seconded by Cllr Keeler, all agreed

**20/21.53 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 is in the opinion of the Committee advisable that the Public and Press be excluded and they are instructed to withdraw

There were no press or public in attendance

**20/21.54 Danbury Community Association Trust Ltd (DCA) Lease**

Following lengthy debate, it was decided that the Clerk would respond to the request from the DCA as discussed and agreed

RESOLVED: that the Clerk would respond to the request from the DCA as discussed and agreed, proposed by Cllr Berlyn and seconded by Cllr Thombs, all agreed

**20/21.55 Delegated Powers to the Clerk**

RESOLVED; that delegated powers be returned the Clerk to make decisions on behalf of the Council except for matters relating to the Sports & Social Centre and the Danbury Community Association, proposed by Cllr Berlyn and seconded by Cllr Keeler, agreed

**21/22.56 Dates of next meeting**

Wednesday 29 September – location to be confirmed

There being no further business the Chairman closed the meeting at 8.24pm.

Chairman .....

Date .....