

Minutes of the Parish Council Meeting held on 31 March 2021 at 7.30 pm via Zoom

Present: Cllrs L Anstee, S Berlyn (Chair), A Chapman (Vice Chair), G Chapman, B Hallett, M Hessing
A Keeler, N Orange, J Thombs

In attendance: Ms M Harper, Clerk
1 member of the public

20/21.79 Apologies for absence

Apologies from Cllr P Sutton were received and accepted

20/21.80 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 interest

20/21.81 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 questions from the public

20/21.82 To approve Minutes of the Parish Council meeting held 27 January 2021

RESOLVED: that the minutes of the Parish Council meetings held on 27 January 2021 be approved and signed as a correct record

20/21.83 Co-option consideration

The prospective candidate did not attend the meeting

20/21.84 Reports from Committees

20/21.84.1 Community Engagement Committee

20/21.84.1.1 The minutes of the last meeting were noted

20/21.84.1.2 To consider the purchase and installation of a flagpole to stand outside the Old Pavilion for a cost of £1,512.00

Following discussion regarding costs and location a proposal was made by Cllr Hallett and seconded by Cllr Orange, amended by Cllr Keeler that the Parish Council budget for the purchase and installation of a flagpole, at a location to be determined, from the 2022/2023 budget; this proposal failed. The proposal for the purchase and installation of the flagpole, location to determined, from the 2021/2022 budget was made by Cllr Hallett and seconded by Cllr Orange, also failed by a vote of 3 for, 4 against and 2 abstentions.

20/21.84.2 Environment Committee

20/21.84.2.1 The minutes of the last meeting were noted

20/21.84.2.2 To request that any members of the Council who would like to join the Climate Change Working Party email confirmation to the Clerk.

Cllr Thombs queried what happened with the Community Energy Group who attended the last meeting; Cllr A Chapman explained that they were requesting support from the Parish Council and that Cllrs Anstee and Keeler were attending the first meeting and would report back to the next Committee meeting.

Cllr A Chapman asked members to contact the Clerk if they were interested in joining a Climate Change Working Group.

20/21.84.3 Facilities Committee

The minutes of the last meeting were noted

20/21.84.4 Health & Wellbeing Committee

Cllr Anstee advised that at the last meeting the carers group face to face meetings had been discussed and it was agreed that Active Essex would be invited to attend to run a Seated Exercise Class. Further discussion had been held on surveying the village to determine needs in terms of activities and services and recognising resident contributions to the recent walking challenges set by the Danbury Coronavirus Volunteers Group (DCVG).

20/21.84.5 Leisure & Activities Committee

20/21.84.5.1 The minutes of the last meeting were noted

20/21.84.5.2 Update on the Sports & Social Centre

Cllr Berlyn gave the background to the setting up of the Leisure & Activities Committee and noted that Danbury Community Association (DCA) had deferred the recent proposal for funding support. It was agreed that the committee be mothballed until it is needed and that responsibility for the Play Equipment Project be moved to the Facilities Committee. It was noted that the Leases Working Group would be meeting to discuss the DCA lease on 8 April 2021.

RESOLVED: that the Leisure & Activities Committee be mothballed until it is needed and that responsibility for the Play Equipment Project be moved to the Facilities Committee, proposed by Cllr Berlyn and seconded by Cllr Hessing, all agreed

20/21.84.6 Planning Committee

20/21.84.6.1 The minutes of the last meeting were noted

20/21.84.6.2 To consider the request that the Parish Council renew the Neighbourhood Plan Website and Domain at £151 for the next 2 years.

RESOLVED: that the Parish Council would renew the Neighbourhood Plan Website and Domain for 2 years at a cost of £151.00, proposed by Cllr Hessing and seconded by Cllr G Chapman, all agreed

Cllr Hessing thanked Mrs Mitchelmore, Assistant Clerk, and the Steering Group for the immense amount of work that had been put into the Neighbourhood Plan.

20/21.84.7 Resources Committee

20/21.84.7.1 The minutes of the last meeting were noted

Cllr Thombs thanked the Clerk for the work that had been put in producing spreadsheets for managing and monitoring the budget which had resulted in much clearer information being available and reminded Members that the General Reserves were quite low and careful consideration should be given to any requests for additional monies.

20/21.84.7.2 To adopt the following Policies

RESOLVED: that the following policies be approved, proposed by Cllr Thombs and seconded by Cllr Berlyn, all agreed

1. *Social Media and Electronic Communication Policy*);
2. *Press and Media Policy*
3. *Recruitment Policy*
4. *Training and Development Policy*
5. *Absence and TOIL Policy*
6. *Flexible Working Policy*
7. *Anti-Bullying and Harassment Policy*
8. *Grievance Policy*
9. *Lone Working Policy*
10. *Equality and Diversity*

20/21.84.7.3 To discuss and agree a date for an Extraordinary Meeting to confirm the appointment of a contractor to carry out the land slippage remedial works

RESOLVED: that an Extra Ordinary Meeting to discuss the Land Slippage remedial works would be held on Wednesday 14 April, proposed by Cllr Berlyn and seconded by Cllr Hessing, all agreed

20/21.85 Date for Annual Council Meeting in May 2021

RESOLVED: that the Parish Council meeting in May be moved from Wednesday 25th to Wednesday 5th due to the expiry of the current Coronavirus Regulations that permit councils to hold virtual meetings on 6th May, proposed by Cllr Berlyn and seconded by Cllr Orange, all agreed

20/21.86 Consultation - Essex County Council (Chelmsford City) (Covid-19 E-Scooter Trial) 2021

Following lengthy discussion, it was agreed that the Clerk would draft a response outlining the Council's serious concerns regarding the manageability and advisability of the Trial as whilst it may be suitable for city and town centres, it may be extended to rural areas which would be unacceptable.

RESOLVED: that the Clerk draft and circulate a response to Chelmsford City Council, proposed by Cllr A Chapman and seconded by Cllr Hessing, agreed by majority.

20/21.87 Reports from Village Organisations

Cllr Hessing advised that the DCVG would only be operating from the Hub one day per week from 11am to 1pm until 17 May and then this would be reviewed depending on need. The DCVG were continuing to support the vaccination programme at the Medical Centre. Cllr Berlyn thanked the volunteers on behalf of the Parish Council.

Cllr A Chapman advised that further to attendance at a Neighbourhood Watch meeting in Chelmsford, an advert had been placed in the Danbury Times and Facebook page asking residents interested in joining the Neighbourhood Watch scheme in Danbury to contact the Parish Office.

Cllr Anstee advised that she had attended a Dementia Action Alliance meeting.

20/21.88 Matters for Report (for information only)

Cllr Hessing reported that she had to park at Danbury Palace recently and advised that crossing the road outside was very dangerous. Cllr G Chapman noted that one of the circular walks that he was reviewing on behalf of the Council crossed the A414. Cllr A Chapman advised that the Local Highways Panel had agreed to fund a safety review of the A414 in the next financial year and their findings would be reported back to the Environment Committee.

20/21.89 Exclusion of Press and Public

As the candidate for co-option did not attend the meeting this agenda item was cancelled

20/21.90 Consideration of candidates for co-option

As the candidate for co-option did not attend the meeting this agenda item was cancelled

20/21.91 Dates of next meeting

Wednesday 14 April at 7.30pm via Zoom

There being no further business the Chairman closed the meeting at 8.37pm.

Chairman

Date