



**Minutes of the Meeting held on Wednesday 28th September 2011 at 7.45pm in
The Meeting Room, The Old School House, Main Road, Danbury**

Present: Cllrs S Berlyn (Chairman) A Pemberton
 A Allen W Scaife
 D Bolwell J Scott
 Mrs S-J Court M Telling
 A Keeler J Thomson
 B Kennewell

In attendance: Mrs M Saunders, Clerk
 Mrs M Dyer, Assistant Clerk
 Mr S Holland, Danbury Community Association

82 Solar Heating for Sports and Social Centre - DCA

Members had been supplied with a proposal document written by Mr Holland from Danbury Community Association two weeks prior to the meeting and had been advised that this project would require planning permission. Mr Holland attended the meeting to go through the proposal and answer any questions arising. Mr Holland talked about the figures quoted, prices of the panels and advised that as Planning Permission would be needed, in order to achieve installation by the target date of March 2012 a decision would need to be made quickly so that the planning application process could be set in motion and a surveyor employed to check the roof could bear the weight of the panels.

Following Mr Holland's presentation each Member of the Council in turn was invited by the Chairman Cllr Berlyn to ask questions and made their own observations on the proposal and/or solar power in general. This discussion and question section raised many questions including efficiency, maintenance of the panels, guarantee period of the panels with insurance cover for the supplier and the Government and the current pay back tariff on solar energy - whether this could change, and therefore the financial implications which would impact on the expected 'income' versus the loan that would have to be taken out to cover installation of the panels. After this lengthy session Members thanked Mr Holland for his excellent paper and for his time and was advised that this topic would be discussed by Members later in the meeting.

Mr Holland then left the meeting.

83 Apologies for absence

Apologies were received and accepted from Cllrs Chapman, Clacy and Wood

84 Declarations of Interest

Members were reminded that they must declare any personal or prejudicial interests they had in any 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 was a prejudicial one. Unforeseen interests must similarly be declared at the appropriate time.

Cllr Scaife declared an interest in the agenda item relating to Solar Heating as he has shares in a Solar Panel Company. Cllr Kennewell declared an interest in the agenda item relating to the Landisdale Trust as the land is opposite his home.

85 Public Question Time

There were no Members of the Public present.

86 Approval of Minutes

RESOLVED: that the minutes of the meeting held on Wednesday 27th July 2011 be approved and signed as a correct record.

87 Power of Well Being

Whilst Members had been advised that two more Councillors had been trained in the Power of Well Being which would have brought the Council up to 80% (12 councillors) i.e. the required number for the Power to be adopted per the PC decision to retain the Power of Well Being (Minute No.11 of Parish Council Meeting held on 11th May 2011 applies), due to the recent resignation of Cllr Clacy the PC did not now have the required percentage and as this 'power' is to be amended, Members were advised that the Council would now have to revert back to the S137 agreement, which is currently £6.44 per elector.

RESOLVED: that the information was noted by Members.

88 Co-option of Parish Councillor

Members had been advised that Cllr Powell had resigned in August and that Chelmsford Borough Council had confirmed that an election had not been called and therefore the Parish Council could now Co-opt to the Parish Council. All Members agreed to proceed to co-option.

RESOLVED: that the vacancy be filled by the co-option process.

89 Councillor

Members had been advised that Cllr John Scott had yet to be assigned to committees. Cllr Scott advised that he would continue to attend all committee meetings and make a decision in time for the November 2011 Parish Council meeting.

90 Reports from Organisations

90.1 Neighbourhood Watch

Nothing to report

90.2 Twinning

Members had been advised that it would be the 30th Anniversary next year which may require some Parish Council input, but that Mr D Whiteing would advise when further information became available.

RESOLVED: that the information was noted by Members.

91 Strategic Plan

Members had been advised that a meeting had been held over the summer and that Cllr Bill Scaife had been requested to use the template of Hawkwell Parish Council and insert Danbury's information into this format, but that unfortunately, help with this had been delayed because the Clerk had been away. Members were advised that the meeting had taken place earlier in the day (i.e. 28th September 2011) and that a

Strategic Plan Working Party is scheduled to be held on Thursday 13th October and that the draft will go to this meeting.

RESOLVED: that the information was noted by Members.

92 Leases

92.1 Tennis Club Lease

Members had been advised that the Tennis Club Lease had been signed by the Parish Council and that the Solicitor had received all the correct documentation and had completed on Monday 19th September, 2011.

RESOLVED: that the information was noted by Members.

Members were advised that the electricity for the lighting bollards down to the Tennis Club/Bowling Club would have been on the meter now included in Tennis Club; it was agreed that the cost of the lighting bollards should be invoiced to Danbury Parish Council and that a separate meter for these lights be investigated.

RESOLVED: that DPC be invoiced for the electricity for the lighting bollards and that a separate meter be investigated.

92.2 National Trust Lease Eves Corner

Members had been advised that this document had been signed and that finalisation was now awaited; £250.00 annually would have to be paid for from the date the lease expired so 2 payments would be required.

RESOLVED: that the information was noted by Members.

93 Revision of Standing Orders

Members had been supplied with a report from the Chief Executive of the EALC regarding the Revision in standing Orders.

RESOLVED: that a decision be deferred pending further clarification.

Public Conveniences - Danbury

This agenda item was moved – see minute No.106

94 Reports from Committees

94.1 Resources Committee

Members had been advised that the Resources Committee had not met since June, but that a short meeting had been held to ratify payments and reconcile the bank accounts. Members were advised that the Committee was preparing to set budgets for 2011 – 2012 mindful of the current economic climate. Members were advised that due to Cllr Clacy's resignation there was now a vacancy for both Chair and Vice Chair. In view of this Members ratified the appointment of Cllr Scott to the Resources Committee.

RESOLVED: that Cllr Scott be appointed to the Resources Committee

94.2 Planning Committee

Members had been advised that the Danbury Palace application had been approved.

RESOLVED: that the information was noted by Members.

94.3 Environment Committee

Cllr Keeler advised Members that the 'Keep Danbury Tidy' picture had been agreed; regarding works by National Trust to Lingwood Common, Cllr Keeler advised that deforestation would take place to revert Lingwood back to heath land and that

Richard Wallace of the NT would be organising a special tour.
RESOLVED: that the information was noted by Members.

94.4 Facilities Committee

94.4.1 Sports & Social Centre

Members had been advised that regarding the works recommended in the survey these were still being completed.

RESOLVED: that the information was noted by Members.

94.4.2 Ponds

Members had been advised that work would be continued to be undertaken on both ponds (in October at Runsell Green and in November at Eves Corner)

RESOLVED: that the information was noted by Members.

94.4.3 Dawson Memorial Field - Football

Members had been advised that more income had been created by using Pitch 2 for 9 a side football for children.

RESOLVED: that the information was noted by Members.

94.4.4 Play in the Park Sessions

Members had been advised that both sessions had been successful - 66 and 40 children had attended.

RESOLVED: that the information was noted by Members.

94.4.5 ECC Winter Salt Scheme

Cllr Pemberton advised Members that DPC would be participating in this.

RESOLVED: that the information was noted by Members.

95 Queens Diamond Jubilee 2012/Lighting the Beacon

Members had been advised that the Clerk had received details regarding a clock for the Sports and Social Centre Building and that these had been passed to the Chairman of the Parish Council, who advised Members at the meeting that he had reviewed the information and had concerns regarding the maintenance of a clock which would necessitate a cherry picker if this was sited on the tower of the Sports & Social Centre. Members then discussed alternative ways to commemorate the Jubilee – it was agreed to investigate a feeding station at Danbury Lakes.

RESOLVED: that a feeding station at Danbury Lakes be investigated

Members had been advised that the Parish Council had been requested to light the Beacon for this occasion. It was agreed the practicalities be investigated with Mrs Lambert and the Parish Council Groundsman.

RESOLVED: that Mrs Lambert and the Groundsman be consulted regarding the lighting of the beacon.

96 Danbury Lakes Forum

Members had been advised that Cllrs Allen, Keeler and Thomson had attended the Meeting held in early September and had been supplied with a copy of the Minutes. At this meeting Cllr Keeler reported that it had been a very successful and interesting meeting, involving all the rangers and that everything was running very smoothly.

RESOLVED: that the information was noted by Members.

97 Danbury Times

Ratification of changing Printing Companies – Cllr Pemberton proposed that The Printing Place be appointed as the new printer for the Danbury Times, Cllr Telling seconded the proposal, all Members agreed.

RESOLVED: that The Printing Place be appointed to print the Danbury Times.

Members were advised that it is proposed to produce the Danbury Times 3 times a year – pre Christmas, pre Annual Parish Meeting and in July and that the magazine would now be in full colour.

RESOLVED: that the information was noted by Members.

98 Car Park Drainage Project

Members had been advised that a Snagging Meeting had been held on Tuesday 20th September, 2011. Regarding the Lighting Bollards, which had continued to be a problem collecting water in the heads of the columns, Members were advised that the manufacturer was scheduled to make a site visit. The outcome would be reported at Parish Council - the final payment was outstanding for the works. Regarding the height barriers Members were advised that work would be carried out to both sets week commencing 31st October 2011. Members were advised that Cllr Berlyn and the Clerk would be discussing arrangements for the official opening of the car parks.

RESOLVED: that the information was noted by Members.

99 Councillors Surgeries

2nd October 2011 – Cllrs Telling and Kennewell offered to man the desk
5th November and 3rd December, 2011 – Members to advise availability.

RESOLVED: that Cllrs Telling & Kennewell man the desk for 2nd October 2011, Members to advise re November and December 2011.

100 Timetable of Meetings

Members had been supplied with a proposed timetable for 2012

RESOLVED: that the proposed timetable was agreed.

101 Report from the Chief Executive of NALC (No.6 dated 21st June 2011)

Members had been supplied with a copy.

RESOLVED: that the information was noted by Members.

102 Snow Clearance for the Village

Members had been reminded that this item had been brought back to Parish Council to discuss whether the Parish Council could employ a contractor to use a snow plough if the weather became inclement on the minor roads in Danbury - the idea had been put before Parish Council previously and it had been minuted that it should be brought back to this meeting – Members had been advised that the Clerk had no further information at the current time. It was agreed to defer the matter of a snow plough to the Environment Committee.

RESOLVED: that snow clearance for the village using a snow plough be deferred to the Environment Committee for consideration.

103 Matters for Report

Cllrs Berlyn and Bolwell attended the Making the Links and EALC Annual General Meeting and gave a short report. In regards to the Police presentation Cllrs Berlyn & Bolwell advised that there will be a small reduction in Police Constables in the County

and there will be 100 less PCSOs – a copy of the Police presentation from this meeting will be distributed to all Members.

RESOLVED: a copy of the Police presentation be supplied to all Members.

Members were advised that DPC had been awarded an EALC Communication Award for last year's annual report.

RESOLVED: that the information was noted by Members.

Members were advised that Cllr Scaife would attend the Parish Transport Meeting on 1st November 2011, Cllr Berlyn requested that the matter of the Park and Ride operating on Saturdays be raised; Members to pass any other questions arising after the meeting direct to Cllr Scaife.

RESOLVED: that Cllr Scaife raise the question of Park and Ride operating on Saturdays at the Parish Transport Meeting.

104 Date of final Meeting in 2011

Wednesday 30th November 2011.

105 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 were instructed to withdraw.

There were no Members of the Public present.

106 Public Conveniences - Danbury

Members had been advised that a meeting had been held between Chelmsford borough Council representatives and Danbury Parish Council representatives as DPC had been advised by CBC that if the Parish Council does not take over the public conveniences CBC intends to close them on 31st March, 2011. Members had also been supplied with a report detailing costs involved if the Parish Council were to take on responsibility. At the Meeting Cllr Berlyn summarised the situation to date and outlined the situation in other Parishes; Councillors that wished to do so gave their opinion, but it was agreed that the Council needs to wait until comments/opinions are received from residents and therefore that this matter be deferred to the November 2011 Parish Council meeting. However it was noted that at this stage an allowance must be made in the budget calculations should the decision be made for the toilets to be taken over by DPC in the new financial year. It was also noted that if the toilets were taken on that they would become the responsibility of the Facilities Committee.

RESOLVED that: i) the matter be deferred to the November PC meeting
ii) an allowance be made in the budget until a decision is made

107 Royal British Legion

Members had been supplied with a report from the Parish Clerk, the contents of which were discussed at the meeting. Following discussion Cllr Telling proposed that the Council take legal advice regarding the Deed of Gift from the Dawson Family in relation to the Memorial Field and this building. Cllr Allen seconded the proposal. All Cllrs were in agreement.

RESOLVED: that the Council seek legal advice re the Deed of Gift.

108 Landisdale Trust

Cllr Kennewell had declared a personal interest in this item as the land in question is near his home.

Members had been supplied with further information. Cllr Berlyn gave an update on the situation advising that Olletts was now empty, but that there was no information available as to if or when refurbishment would be undertaken. Following discussion Cllr Allen proposed that the Parish Council does not undertake a housing needs survey, this was seconded by Cllr Scaife, all Members agreed; there followed a second proposal that the land should not be built on, Cllr Kennewell abstained from this vote, all other Members agreed with the proposal.

RESOLVED that: i) the Council does not undertake a housing needs survey
ii) the Council would not support building on this land

109 Children’s Centre Briefing

Members had been supplied with briefing notes issued July 2011

RESOLVED: that the information was noted by Members.

110 Solar Heating

Members had been supplied with information and there had been a presentation/discussion session at the beginning of the meeting with Mr Holland from the DCA. The Chairman of the Parish Council, Cllr Berlyn, invited each Member of the Council to give their opinion on this topic generally and in relation to the Sports & Social Centre. After each Member had spoken Cllr Berlyn summarised what had been said and the Members discussed these main points. Cllr Telling then put forward the following proposal ‘That the Parish Council cannot support a solar panel project at this time’. Cllr Bolwell seconded the proposal. One Councillor voted against the proposal, two Councillors abstained (one of the Councillors to abstain was Cllr Scaife who had declared an interest in this item at the beginning of the meeting) and eight Councillors voted for the proposal.

RESOLVED: that the Parish Council cannot support a solar panel project at this time.

Business having been concluded, the Chairman closed the meeting at 10.47pm

Signed: Cllr S Berlyn, Chairman

Date: