



Minutes of the Meeting held on Tuesday 31st January 2012 at 7.45pm in the Committee Room at The Old School House, Main Road, Danbury

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

In attendance: Mrs M Saunders, Clerk
 Mrs M Dyer, Assistant Clerk

137 Paula Burns Manager 4 Children Children's Centre – Work Club

Members had been supplied with papers relating to Work Club. Mrs Burns gave a presentation about work clubs, explaining that it is akin to the 'Job Centre Plus' facility moving out into the community, providing a local venue for job seekers to gain/practice interview skills, prepare CVs and find out about volunteer opportunities. Whilst Mrs Burns is proposing to set up a Work Club at The Old School House managed by children centre staff in their area of the building using 4 Children lap tops etc., Mrs Burns welcomed the support of the Parish Council to advertise the service and for any help from Councillors personally in regards to passing on to job seekers their expertise/experiences/skills. Mrs Burns went on to advise the Members that there is a specific target area within the Danbury Parish which would benefit from such a facility, but that the Work Club would be open to all residents in Danbury plus in the larger area which falls under Mrs Burns' responsibility. Mrs Burns advised that she had not yet spoken to the other Parish Councils within her area. Work Clubs would be advertised in Job Centres. Members were advised that 4 Children had won the contract for the Mid Essex Area and will remain at The Old School House. Mrs Burns then departed and the Councillors then discussed the concept, agreeing that Danbury Parish Council would offer 'moral support' for this new venture, but would welcome more information when it is available and would like to hear the response of the other Parish Councils in Mrs Burns' area, but that it would be up to individual Councillors to offer assistance at the support sessions.

138 Apologies for absence

Apologies were received and accepted from Cllr Mrs Chapman.

139 Declarations of Interest

Members were 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 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.

No interests were declared.

140 Public Question Time

There were no members of the Public present

141 Minutes of the Parish Council Meeting held on 30th November 2011

RESOLVED: that the minutes of the meeting held on 30th November 2011 be approved and duly signed as a correct record.

142 Co-option of Parish Councillor (CV attached)

Members had been advised that a CV had been received but that the applicant is unable to attend a Full Parish Council Meeting until July. Members agreed that if there is still a vacancy in July that the Candidate be invited to attend that meeting. RESOLVED: that in relation to the Candidate who had submitted CV to the January PC meeting that if there is still a vacancy in July that the Candidate be invited to attend that meeting

143 Councillor – assignment to committees

Members had been advised that Cllr John Scott had been assigned to Resources and had requested to be assigned to the Planning Committee. RESOLVED: that the information was noted by Members.

144 Public Conveniences in Danbury

Members had been supplied with copies of further comments from residents. Councillors noted the comments, but there can be no amendment to the decision made at the November 2011 meeting which had been duly advised to CBC. Members had also been advised that a Planning Application would be received to demolish the Public Conveniences. RESOLVED: that the information was noted by Members.

145 Reports from Village Organisations

145.1 Neighbourhood Watch

Councillors to view reports as supplied

RESOLVED: that the information was noted by Members.

145.2 Twinning

Members had been advised that Twinning in Danbury celebrates its 30th Anniversary this year and that visitors will come from Altenglan on either 26th or 27th May 2012; it is hoped that they can re-enact the original signing of documents on Eves Corner, but that confirmation from Twinning regarding this event was still awaited.

RESOLVED: that the information was noted by Members.

145.3 Any other reports from Organisations

There were no other reports

146 Strategic Plan

Members had been supplied with a copy of the Draft Strategic Plan, Terms of Reference for Committees and Recommendations from the Strategic Plan Working Group. Cllr Wood summarised the stages and work of the group. Cllr Berlyn then invited each Member that wished to do so the opportunity to express their opinion/comments on the 'Recommendations from the Strategic Plan working Group'. This took some time. It was then agreed that all Members be sent an electronic version of the papers on which to mark any comments/changes they wished to be considered by the Strategic Plan Working Group, Clerk to set a deadline by which all comments be returned.

RESOLVED: that all Members advise their comments for consideration by the Strategic Plan Working Group by the date to be set by the Clerk.

147 Reports from Committees

147.1 Resources Committee

Members had been advised that this Committee is working on the appointment of another member of staff for when the Assistant Clerk retires at the end of May, 2012.

RESOLVED: that the information was noted by Members.

147.2 Planning Committee

Members had been advised that:

- Chelmer Housing Partnership had submitted a formal planning application to demolish Olletts and build 8 two-bedroomed 'affordable' houses.
- The Committee had objected to the replacement of a bungalow by a two-storey house in Southview Road on grounds of the unacceptable change in the street scene, but the application had been approved by CBC.
- The Committee had responded to the ECC Waste Development Document consultation by endorsing the non-selection of Tyndales Farm for landfill and challenging the 'traffic light' scoring system which put the A414 as 'amber' rather than 'red'.
- The application to continue working Royal Oak Quarry to February 2014 had been approved by ECC.
- NHS North Essex Family Services had deferred a decision on the 100 hour pharmacy licence for Danbury Medical Centre until the end of May 2012.

RESOLVED: that the information was noted by Members.

147.3 Environment Committee

Members had been advised that:

- Deforestation of Lingwood Common works would take place during the summer.
- Parish Cleansing Day would be held on 22nd June, 2012 when Chelmsford Borough Council team would come to Danbury to complete works.
- A new footpath had been established from Danbury Youth Camp past Danbury Park School to provide a safer exit to the Main Road. Members had been supplied with a copy of the public notice and were advised that this would be numbered FP61.
- Discussion had taken place regarding cycling on the definitive paths.
- The direction of the Environment Committee had been discussed

- Highway Matters had been discussed, including the Condition of the Road outside Royal Oak Quarry.

RESOLVED: that the information was noted by Members.

147.4 Facilities Committee

Members had been advised that:

- The Committee had been working on points raised on the Survey of the Sports and Social Centre. Lobby work had been ordered awaiting the result of whether Planning Permission was required.
- The Chairman of the Committee had put together a Grit Plan for the village to use the 1 tonne of salt allocated to the Parish.
- Play Area - the Parish Council was in the second round of a Big Society Grant application.
- Trees continued to be Monitored
- Committee continued to work with Tennis, Bowling Club and Cricket Club to keep the facilities the best the Parish Council can for the village.

RESOLVED: that the information was noted by Members.

148 Old School House – Essex County Council Lease

Members had been advised that Essex County Council was not prepared to consider selling the building but was interested in extending the lease to the Parish Council for a further five years with a break clause after 10 years. The Parish Council would be required to meet the County Council's legal costs in drawing up the new legal document. Members discussed. Cllr Wood proposed that subject to the Clerk checking the lease the Parish Council should enter into a 15 year agreement with a 10 year break clause with ECC, with the Parish Council covering the costs of drawing up the new agreement; and that a similar agreement would then be entered into with the Tennis Club, whereby the Tennis Club would be required to meet the Parish Council's legal costs in drawing up that new legal agreement, but that if the Clerk had any queries the matter would be brought back to the Parish Council. Cllr Scott seconded the proposal, there was one abstention, all other Members agreed.

RESOLVED: that subject to the Clerk checking the lease the Parish Council should enter into a 15 year agreement with a 10 year break clause with ECC for The Old School House, with the Parish Council covering the costs of drawing up the new agreement; and that a similar agreement be entered into with the Tennis Club, whereby the Tennis Club would be required to meet the Parish Council's legal costs in drawing up that new legal agreement, but that if the Clerk had any queries the matter would be brought back to the Parish Council.

149 Drainage and Car Park Project

Members had been supplied with emails from Brand Leonard and RM Contracts Ltd regarding the lighting bollards and advised that eventually the remaining lighting bollards had been reconnected by a local firm and were working. Members agreed that the question of replacing the stolen bollards be referred to the Facilities Committee

RESOLVED: that the question of replacing the stolen bollards be referred to the Facilities Committee

150 Queens Diamond Jubilee 2012

150.1 Nesting Box for Danbury Country Park

Members had been advised that this project was going ahead and that the Parish Council now needed to decide on the wording for the plaque. Clerk had requested Members' thoughts.

RESOLVED: that the information was noted by Members.

150.2 Lighting the Beacon

Members had been advised that Cllr Mrs Chapman had been researching this and had been supplied with a copy of the report. It was agreed that the matter would be deferred to the next meeting when Cllr Mrs Chapman would be present.

RESOLVED: that the matter be deferred to the next meeting when Cllr Mrs Chapman would be present.

150.3 Bookmarks for the Schoolchildren in Danbury

Members had been advised that there is a bookmark which can be printed with the Danbury Parish Council's logo and The Queens Diamond Jubilee logo and that the cost to present one to each child attending a school in Danbury would be £278.00 plus VAT. At the meeting the Clerk presented a sample of the bookmark.

Cllr Pemberton proposed that the Parish Council purchase the bookmarks with the Danbury Parish Council logo/Queens Diamond Jubilee logo for each child attending a school in Danbury. Cllr Mrs Court seconded the proposal. One Councillor opposed the proposal, one Councillor abstained from the vote, ten Cllrs supported the proposal.

RESOLVED: that bookmarks with the Danbury Parish Council logo/Queens Diamond Jubilee logo be purchased for presentation to each child attending a Danbury school at a cost of £278 ex VAT. to be taken out of the Chairman's allowance.

151 Danbury Times

Members had been advised that the Spring 2012 Annual Report edition was being prepared.

RESOLVED: that the information was noted by Members.

152 Danbury Tourism Leaflet

Members had been advised that several ideas had been put forward for the leaflet and that there is a budget set aside for the document, but that this project now requires a working party to take it forward. It was agreed that Cllr Bolwell would lead the working party with Cllr Mrs Chapman as part of the group, other Members to advise their availability ASAP to Cllr Bolwell.

RESOLVED: that Cllr Bolwell would lead the working party for the Danbury Tourist leaflet.

153 Annual Parish Meeting, Monday 26th March 2012

Cllr Berlyn advised the Members that the Guest Speaker at the APM would be Gary Rayner.

RESOLVED: that the information was noted by Members.

154 EALC/CPRE Planning Road Show: Chelmsford and Maldon Districts

Members were reminded that per the details circulated with the Planning Meeting agenda for 30th January 2012 (item 10) that all Clerks and Councillors in the area had been invited to this free event at Champions Hall, South Woodham Ferrers on Friday 24th February 2012 9.30am to 12.30pm. Members to advise the Clerk if they wish to attend.

RESOLVED: that the information was noted by Members.

155 Councillors' Surgeries

Members had been advised that above would be staffed or required volunteers as detailed below:

- 4th February: Cllr Scott and Cllr Scaife
- 3rd March: Cllr Mrs Chapman. One volunteer required
- 7th April: (Easter Saturday) Two volunteers required.
- 5th May: Two volunteers required

RESOLVED: that the information was noted by Members.

156 Landisdale Trust

Members had been advised that there was no further information on this item at present.

RESOLVED: that the information was noted by Members.

157 Office Tables/ Royal British Legion Hut

Members had been advised that no offers had been received for the tables so they had been placed in the British Legion Hut.

Per the Facilities Committee Members had been advised that the Clerk had offered usage to the Rainbows and Brownies and the Heather Hills Club and that a decision was awaited from Rainbows and Brownies as to whether they wished to pursue this further. At the meeting Members were supplied with a letter from the Heather Hills Club which advising interest, but listing equipment that would be required. It was agreed that more research needed to be done regarding the hiring out of this building and that it be referred to Facilities Committee

RESOLVED: that i) the information was noted by Members.

ii) Facilities Committee investigate the hiring out of this building

158 Report from Cllr Martin

Members had been supplied with a Parish Update from Cllr Martin.

RESOLVED: that the information was noted by Members.

159 Open Spaces

Members had been asked to consider whether the Parish Council wised to give the Open Spaces Society a donation. It was agreed that this matter should be deferred to the next meeting.

RESOLVED: that the matter be deferred to the next meeting.

160 Chelmsford Borough Council New Awards Scheme

In regards to the above where Members had already been supplied with a copy of the letter, Members were reminded that a decision was needed regarding any action in relation to this. Cllr Allen proposed no action be taken by Danbury Parish Council. Cllr Wood seconded the proposal. All Members agreed.
RESOLVED: that no action be taken.

161 Matters for Report (for information only)

No matters were reported

162 Dates of Meetings to May 2012

Monday 26 th March	Annual Parish Meeting
Wednesday 28 th March	Parish Council
Wednesday 2 nd May	Annual Parish Council

There being no further business the meeting was closed at 10.30pm

Cllr Berlyn, Chairman

..... Date.....