



Minutes of the Meeting held on Wednesday 28th November 2012 at 7.45pm 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 A Chapman M Telling
 Mrs A Court J Thomson
 A Keeler

In attendance: Mr R Cole-Jones – National Garden Scheme
 Mr L Jones – Danbury & Little Baddow Horticultural Society
 Mrs C Lambert- Danbury Christian Aid
 Mrs M Axon – Open Gardens (Farleigh Hospice)
 Mr S O’Byrne – Christian Aid
 Mrs M Saunders, Clerk
 Mrs H Mayes, Assistant Clerk

78 Apologies for absence

Apologies were received and accepted from Cllr Mrs Jacobs

79 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 Wood declared an interest in minute 86.3 by virtue of association with the Open Gardens.

Cllr Kennewell declared an interest in minute 97 by virtue of living opposite land owned by the Landisdale Trust.

79.1 Dispensations

The Parish Council was requested to authorise the Clerk to receive written representations. S31 of the Localism Act 2011 S31 (4) states that “a member may not participate in any discussion or vote upon a matter at the meeting in which he/she has a disclosable pecuniary interest.” Requests for dispensation (which would then run until the Parish Elections in 2015) for the Danbury Sports and Social Centre and Precept were made in writing to the clerk. Cllr Scott proposed that the Clerk be authorised to accept dispensations from Members. This was seconded by Cllr Wood and agreed unanimously.

RESOLVED: that the Clerk be authorised to accept the dispensations from Members.

79.2 Dispensations. (Councillors Forms)

The Clerk considered the written dispensations submitted by Members and dispensations were granted as follows:

Sports and Social Club	Precept
Cllr Allen	Cllr Allen
Cllr Berlyn	Cllr Berlyn
Cllr Bolwell	Cllr Bolwell
Cllr Mrs Court	Cllr Mrs Chapman
Cllr Keeler	Cllr Mrs Court
Cllr Kennewell	Cllr Keeler
Cllr Pemberton	Cllr Kennewell
Cllr Scaife	Cllr Pemberton
Cllr Scott	Cllr Scaife
Cllr Telling	Cllr Scott
Cllr Thomson	Cllr Thomson
Cllr Wood	Cllr Wood

Cllr Mrs Jacobs was not present at the meeting and her dispensations would be received after the meeting and ratified at the next Parish Council Meeting.

RESOLVED: that the dispensations were granted to Members as listed.

80 Public Question Time (Limited to 15 Minutes)

All members of the public present had attended the meeting regarding signage at Eves Corner. Mr O'Byrne spoke on behalf of the group and questioned why the item was to be discussed in Private and Confidential. He was advised that as this was a matter in dispute it could be placed in this part of the agenda. The Clerk had been advised by the EALC that this was the correct procedure. It was confirmed to Mr O'Byrne that a proposal had been received from ECC and would be discussed at the meeting. The Chairman would ask the Council if they wished to discuss the matter openly at the appropriate time in the meeting.

81 Approval of Minutes

RESOLVED: that the amended minutes of the Parish Council meeting held on 26th September 2012 be approved and signed as a correct record.

82 Vacancy for Parish Councillor

No one had come forward to be a Parish Councillor.

RESOLVED: that the information be noted.

83 Precept 2013 2014

83.1 Recommendation from Resources Regarding Grants

One grant application was received from St Johns Church requesting assistance with the upkeep of the churchyard. The General Power of Competence would be used for the Power. Cllr Kennewell proposed that a grant of £1000 be awarded for the upkeep of the churchyard. This was seconded by Cllr Telling.

RESOLVED: that a grant of £1000 be awarded to St Johns Church for the upkeep of the churchyard.

83.2 Precept

The Chairman advised that there was new Government legislation which devolved responsibility for Council Tax Benefit to District/Borough Councils. It was not yet clear where Chelmsford City Council stood regarding Council Tax Benefit and the impact this would have on parishes. The Parish Council was advised to wait until after the Chancellor of the Exchequer's Autumn Statement in early December and the issue of the tax base figure from Chelmsford City Council. The Council could still put forward a draft proposal.

Cllr Kennewell confirmed that the Resources Committee had agreed a precept of £186,450 which was an increase of 1.9%. This had been difficult to achieve and the maximum increase desired was 2%. Careful budgeting had been carried out to obtain this figure. The precept had been held for the last 3 years. Cllr Mrs Court wished to thank Cllr Kennewell for his hard work on the precept.

An Extraordinary Parish Council Meeting would be organised prior to the Facilities Committee to commence at 7.30 p.m. on the 15th January 2013 if it was deemed necessary following information from Central Government.

Cllr Kennewell proposed that the precept be set at £186,450 (1.9% increase) subject to further information from Central Government (if there were no alterations to be made this figure would be the Precept figure request for Danbury). This was seconded by Cllr Mrs Chapman. There was 1 abstention and 12 in favour.
RESOLVED: proposed that the precept be set at £186,450 (1.9% increase) subject to further information from Central Government.

84 Reports from Village Organisations

There were no reports from village organisations. Cllrs Berlyn and Bolwell had attended The Danbury Society AGM.

RESOLVED: that the information be noted.

85 Communications Working Group

The Communications Group had visited Danbury Park Community School and St Johns Church of England Primary School to discuss the role of the Parish Council and ideas of what they would like to see in the village as part of Democracy Week. Cllr Wood explained that they had split the children into groups, elected a Chairman and then each group gave a presentation on different topics relevant to Danbury. The children from St Johns School had sent many thank you letters and had given some good comments about the visit. The Clerk was requested to list the main items that the children wanted for the village for discussion at the next Parish Council meeting.
RESOLVED: that the Clerk lists the items discussed at the school visits for the next Parish Council meeting.

86 Reports from Committees

86.1 Resources Committee – Chairman's Report

Members had been advised that:

- The Internal Auditor had visited and given a good report. Members wished to thank the Clerk and staff for their work in this achievement.
- Sue Lees had produced a prototype of the website and it was planned that a fuller working site will be ready for the Resources Meeting in January 2013.

Every member should have a copy of the paperwork supplied to the Resources Committee which was sent out previously.

- The Committee had produced the budget for 2013/2014.
- The Resources Committee would like to recommend to the Parish Council to arrange a Short Course Training as attached. Members were requested to let the Clerk know which modules they would like to be included. A date would be endeavoured to be arranged in the New Year. The training could be held on a Monday, Tuesday or Thursday (day or evening) for a cost of currently £340.00 for 8 - 14 members.

RESOLVED: that the information be noted.

86.2 Planning Committee – Chairman’s Report

Members had been advised that:

- The Principal Planning Officer attended a Planning Meeting.
- Chelmsford City Council had approved the application for the use of Unit 4 Bell Works Well Lane formerly Baddow Picture Framers as a Gym. Conditions had been included.
- The Appeal for Paternoster Farm (12/00047/FUL) - the Parish Council had submitted further objections to the Planning Inspectorate for this application.
- We have had a volunteer – Ben Oates to be a Tree Warden.

RESOLVED: that the information be noted.

86.3 Environment Committee – Chairman’s Report

Members had been advised that:

- Signage would be discussed later in the Agenda under Private and Confidential.
- If a member of the public reports cycling on one of the Parish’s footpaths the Environment Committee would consider, with the permission of the land owner, to put up a no cycling sign.
- Chelmsford Highways Panel Briefing was held on the same night as the Parish Council meeting and no representative had been able to attend.
- Trees were being cut down by Essex and Suffolk Water on some Parish Council land in Moores Bridge Lane. The Parish Council had cleared the area cut down on its land.
- Zebra Crossing outside Danbury Park School has had the lines repainted and Essex County Council confirmed that the Belisha Beacons were the current standard required.
- 1000 Crocus bulbs were planted by volunteers at the junction of Gay Bowers and Copt Hill.

The Chairman asked Members if they wished to take the signage item out of Private and Confidential and bring it forward for discussion. There were mixed opinions on this. Cllr Keeler then proposed that the signage item be taken out of Private and Confidential and discussed at this point in the meeting. This was seconded by Cllr Scaife. 6 Members voted in favour, 5 against and there were 2 abstentions.

RESOLVED: that the signage item be taken out of Private and Confidential and discussed at this point in the meeting.

The Chairman wished to point out that the area referred to in the letter from ECC Highways was not the North East corner but the South West corner (where signs have been situated previously). The Chairman read points 1 to 5 from the ECC Highways

letter out to the meeting. The Clerk had most concerns regarding point 2 of the letter. She was concerned that if the charities did not have 5 million pounds public liability insurance in place that claims could be directed to the Parish Council. If the Parish Council agreed to facilitate the erection of the signs then they could be held liable if a claim was made.

The Chairman asked each Member to state their opinions on this issue. Several Members, although supportive of local charities, felt that the issue of liability should be considered. Some Members felt that Eves Corner looked better without the signs and that there were other areas in the village where advertising could be reasonably placed. There was also concern over the additional workload of staff in administering the proposal. Any signs that were put up would have to conform to the regulations that already exist (no larger than 0.6m square). Several Members wished to see the advertising at Eves Corner remain in place. It was an area that had been used by the Charities for many years and no incidents had occurred as a result. It was felt that the pilot scheme suggested would not be long enough as the majority of signs were put up during the spring and summer months. It was generally agreed that Members would not support any commercial advertising and that it may be preferable if the Parish Council had some control over the signs. There were various ideas discussed including boards located on Dawson Memorial Field or on the land where the toilets had been demolished. The Parish Council would have to get the appropriate planning permissions to erect any boards.

One member of the public left the meeting

Cllr Pemberton proposed that the ECC Highways proposal was rejected by the Parish Council. This was seconded by Cllr Mrs Court. There were 11 in favour, 1 against and 1 abstention.

RESOLVED: that the ECC Highways proposal for signage at Eves Corner is rejected by the Parish Council.

Cllr Mrs Court proposed that no advertising be placed at Eves Corner. This was seconded by Cllr Kennewell. There were 2 in favour, 8 against and 3 abstentions. Therefore the motion was not carried.

Cllr Allen proposed that any outdoor advertising within the village is carried on with full compliance with existing and future legislation. This was seconded by Cllr Telling

Cllr Mrs Chapman wished to make an amendment to the proposal removing the words existing and future. There were 7 in favour and 6 abstentions.

RESOLVED: that that any outdoor advertising within the village is carried on with full compliance with legislation.

There was then discussion around the wording of the proposal. There was concern that organisations may wish to advertise events which were not charitable but also not commercial.

Cllr Mrs Chapman proposed that staff pursue the possibility of putting up a board on Parish Council land for charities in four villages (Danbury, Little Baddow, Sandon & Bicknacre). Cllr Allen made an alternative proposal that Danbury Parish Council support in principle the concept of outdoor advertising for bona fide non-commercial

organisations within the parish of Danbury and instruct the staff to investigate facilitating the same. Cllr Keeler proposed that Cllr Allens proposal be considered. This was seconded by Cllr Wood. There were 7 in favour and 6 abstentions. RESOLVED: that Cllr Allens proposal be considered by Members.

Cllr Allen proposed that Danbury Parish Council support in principle the concept of outdoor advertising for bona fide non-commercial organisations within the parish of Danbury and instruct the staff to investigate facilitating the same. This was seconded by Cllr Keeler. There were 7 in favour, 1 against and 5 abstentions. RESOLVED: that Danbury Parish Council support in principle the concept of outdoor advertising for bona fide non-commercial organisations within the parish of Danbury and instruct the staff to investigate facilitating the same. This was seconded by Cllr Keeler.

Cllr Scaife was concerned about what would happen to charity advertising in the meantime. It was agreed that this item would be placed on the Facilities Committee agenda.

86.4 Facilities Committee – Chairman’s Report

Members had been advised that:

- New bollards had been installed on the upper car park on Dawson Memorial Field and are currently working well
- Additional works had been completed on both the Cricket Wicket and the Bowling Green
- A meeting had been held with the allotment holders
- The use of the British Legion Hut was under consideration
- Painting of the swings had been completed by the Reparation Workers
- A further tonne of salt had been provided by Essex County Council and the Parish Council was looking to expand the areas where salt is laid and was looking for more volunteers.
- DPC was awarded four Certificates of Merit, one for the playing fields in general (Silver Award) and three specifically for the football pitches (Gold Award), cricket ground and children’s playground.
- The Groundsman had completed his tractor refresher course and achieved 100%. Members wished to congratulate the Groundsman on his success.

RESOLVED: that the information be noted.

The Chairman adjourned the meeting at 9.47pm for 5 minutes. The rest of the members of the public left the meeting.

87 Section 106 Payments

Joy Thomas had informed the Parish Council that she now had £1265.17 waiting to be transferred to the Parish Council. There was a possibility that £4000 could come from two more sites (71 West Belvedere and Shaftsmoor) but work had not commenced yet.

The Facilities Committee discussed the Project List and four projects had been put forward and prioritised as follows:

1. The Ramp/Access/Steps on Dawson Memorial Field.
2. Play Area (zoning, new safety flooring, and new equipment.
3. The British Legion Hut

4. New toilets for the Sports and Social Centre

Cllr Pemberton proposed that the Facilities Committee project list (items 1 – 4) be submitted to Chelmsford City Council. This was seconded by Cllr Scaife and agreed unanimously.

RESOLVED: that the Facilities Committee project list (items 1 – 4) be submitted to Chelmsford City Council.

86 Danbury Park Lakes – Tuesday 2nd October 2012

This meeting was attended by Cllrs Allen, Keeler and Thomson. The minutes had been circulated.

RESOLVED: that the information be noted

87 Old School House – Essex County Council Lease

The Clerk had instructed the Councillor's solicitor but had not heard anything yet. The Clerk had chased both parties this week for some progress in the matter.

RESOLVED: that the information be noted

88 Transfer of Land where toilet block was demolished

Chelmsford City Council was prepared to hand the land back to the Parish Council at zero cost. Chelmsford City Council had recommended that solicitors were used for drawing up an agreement. Members generally agreed that a signed document would be sufficient due to the likely legal costs. Cllr Berlyn proposed that a signed agreement be drawn up for the transfer of the land where the toilet block formerly stood. This was seconded by Cllr Telling. There were 11 in favour and 2 abstentions.

RESOLVED: that a signed agreement be drawn up with Chelmsford City Council in relation to the transfer of the land where the toilet block formerly stood.

89 Street Lighting Consultation (paperwork had previously been circulated)

A consultation had been made by ECC regarding turning off the street lights in Danbury from midnight to 5 a.m. The only lights to be left on were round Eves Corner, near to the Co-op and at the mini roundabout near Danbury Park School. Members did not have any comments to make.

RESOLVED: that the information be noted.

90 The Tennis Club

The Clerk had written to the Tennis Club but had not yet had a reply regarding the lease.

RESOLVED: that the information be noted

91 Danbury Times

Cllr Mrs Chapman confirmed that the Danbury Times had been delivered and the boxes were in her car for collection by Members after the meeting.

RESOLVED: that the information be noted

92 Bus Passenger Transport

Due to time constraints Cllr Scaife would make his report at the next meeting.

RESOLVED: that the information be noted

93 Councillors' Surgeries

A volunteer was required to join Cllr Bolwell for the Farmers Market on the 1st December 2012. Cllr Mrs Chapman offered to attend from 9am to 11am and Cllr

Pemberton would take over at 11am. There would be no Farmers Market in January 2013.

RESOLVED: that the information be noted

94 Matters for Report (for information only)

94.1 Carols at Eves Corner would be held on Wednesday 19th December, 2012 at 7.00 p.m. Refreshments would be served afterwards at the United Reform Church.

94.2 An update from Cllr Martin was circulated.

95 Dates of Meetings in 2013

Extraordinary Parish Council Meeting Wednesday 16th January

Wednesday 30th January, 27th March, 8th May, 31st July, 25th September, Tuesday 26th November. ANNUAL PARISH MEETING 17th April, 2013

96 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.

97 Meeting with Landisdale Trust

Cllr Kennewell declared an interest at this point by virtue of living opposite land owned by the Landisdale Trust. A meeting had been held with the Landisdale Trust and the Rural Community Council of Essex (RCCE) to discuss the Housing Needs Survey in more detail. Members discussed the issues that had arisen following the meeting. Cllr Wood proposed that as a result of the meeting with the Landisdale Trust and the RCCE, this Council no longer wishes to be associated with the Housing Needs Survey being undertaken by the Landisdale Trust. This was seconded by Cllr Scott. There were 12 in favour and one Member did not vote.

RESOLVED: that as a result of the meeting with the Landisdale Trust and the Rural Community Council of Essex this Council no longer wishes to be associated with the Housing Needs Survey being undertaken by the Landisdale Trust.

Business having been concluded, the Chairman closed the meeting at 10.22pm

Signed: Cllr S Berlyn, Chairman

Date: