

Members discussed this issue and whilst there was some support for affordable housing in the village, it was generally felt that the Parish Council should endorse the views of the village which were that development of this type would not be welcomed. The following points were discussed by Members:

- Villagers had indicated via public meetings, Danbury Parish Framework and the Parish Plan that they did not wish to see development in this area. Additional affordable housing had been built recently in the village at the Olletts site and in Mill Lane.
- There was concern that if there were no Danbury residents to take up these properties they would be allocated to residents living within the Chelmsford District.
- A unit of accommodation could be a one bedroom property or a four bedroom property which would have implications for the site.
- There were concerns regarding a precedent being set in the future and possible implications for additional development on the medical centre site.

Cllr Allen proposed that the Parish Council did not support the Landisdale Trusts' application on the basis that the village does not want it. This was seconded by Cllr Howe. Five Members were in favour, none against and there were five abstentions. Therefore the motion was carried.

RESOLVED: that the Parish Council did not support the Landisdale Trusts application on the basis that the village did not want it.

Cllr Kennewell returned to the meeting.

39 Vacancy for Parish Councillor

Mrs Hallett's CV was circulated as she wished to apply to be a Parish Councillor. Mrs Hallett explained the reasons that she wished to be co-opted onto the Parish Council and answered several questions from Members.

RESOLVED: that the information be noted.

40 Reports from Village Organisations

Cllr Thomson advised that the Essex Wildlife Trust had met and had produced a timetable of actions. They would be looking to establish wildlife corridors and hedge surveying volunteers would be required. They were hoping that the Parish Council may be able to assist with identifying landowners although the Clerk advised this might not be an easy task. A leaflet distribution was planned for February 2015 which could be attached to the Danbury Times. Cllr Thomson showed the meeting headed paper for the scheme which had different partner organisations logos on. Members wished to consider this at the next Environment Meeting.

RESOLVED: that the information be noted and the use of the Parish Councils logo is discussed at the next Environment Committee.

41 Post Office

A letter had been received from the Post Office confirming that it would not be moving to Roseco Stores. The Parish Office had been checking on the Post Office web site but no job had been circulated for the Danbury Post Office. Talks had taken place between the Post Office Counters and the Co-op and a meeting had been arranged with current Postmaster and the Co-op. The Clerk gave an update after speaking with the Chief Executive of the Chelmsford Co-op who was trying to communicate with the Post Office. There could be a large cost to the Co-op to install the equipment required

by the Post Office. The Post Office Counters were only considering a new style post office as per Government requirements.

RESOLVED: that the information be noted.

42 Bumblebee Childrens Centre

The staff had now moved out. The centre was staffed all day Tuesday and Friday morning or when a class or event was being held.

RESOLVED: that the information be noted.

43 Old School House

Currently Lambert Smith and Hampton were preparing a lease for Essex County Council to transfer the Meeting Room into the domain of the Parish Council. The Parish Council could then book the room out using a booking form sent from Lambert Smith and Hampton. A charge of £15.00 inclusive of VAT had been advised for use of the room. The Parish Council was not entitled to make a profit on the room. The Clerk advised that there were three confirmed bookings up to Christmas. There were wider issues to consider when making bookings such as availability of staff to oversee usage and the administration required. Cllr Gardiner proposed that the charge of £15 inclusive VAT is set per session booked. This was seconded by Cllr Wood and agreed unanimously.

RESOLVED: that the charge of £15 inclusive VAT is set per session booked

44 Community Right to Bid

The Library was now on the register.

RESOLVED: that the information be noted.

45 Old Pavilion (Trial)

A document detailing income and expenditure was circulated. The Parish Council had received a grant of £800 towards the roof repair.

45.1 Continuation of the use of the Old Pavilion

Members discussed what would happen to the building if were not used for bookings. It could not be disposed of for commercial purposes and repair work had been carried out recently. The Clerk had been advised by two surveyors that the building was fit for use and did not require demolition. Members agreed that it was a village asset and would like to see it remain as such. Cllr Mrs Jacobs proposed that the Old Pavilion continued to be used for bookings. This was seconded by Cllr Mrs Chapman. Ten Members were in favour and there was one abstention. Therefore the motion was carried.

RESOLVED: that the Old Pavilion continued to be rented out.

45.2 Funding of electricity and rates for the Old Pavilion

The electricity from the Old Pavilion was also used for the lighting bollards on the path outside. Cllr Gardiner proposed that the Parish Council continued to fund the electricity and rates for the Old Pavilion. This was seconded by Cllr Mrs Jacobs. Ten Members were in favour and there was one abstention. Therefore the motion was carried.

RESOLVED: that the Parish Council continued to fund the electricity and rates for the Old Pavilion.

45.3 Sports and Social Club administration of bookings.

It was agreed that it was more appropriate for the bookings to continue to be managed by the Sports and Social Club as they had an electronic booking system and longer opening hours. There was some discussion regarding the percentage that was

received by the Sports & Social Club for the service they provide in administering the bookings and providing cleaning to the building. Members would like to see a higher percentage received by the Parish Council than the current 5%. This would need to be discussed at the next DCA meeting. Cllr Wood proposed that the Sports & Social Centre continued to complete the bookings, subject to discussion at the next DCA meeting regarding the future funding and arrangements. This was seconded by Cllr Gardiner. Ten Members were in favour and there was one abstention. Therefore the motion was carried

RESOLVED: that the Sports & Social Centre continued to complete the bookings, subject to discussion at the next DCA meeting regarding the future funding and arrangements.

45.4 New kitchen cupboards/renovation of toilets

Members were in agreement for the Clerk to investigate costs for new kitchen cupboards and renovation of the toilets. The provision of disabled facilities would need to be considered. Cllr Mrs Jacobs proposed that the Clerk investigated costs for new kitchen cupboards and renovation of the toilets. This was seconded by Cllr Allen. Cllr Mrs Chapman proposed that an amendment be added to see if the DCA could be persuaded to contribute to the costs of the work. Ten Members were in favour of the amended proposal and there was one abstention. Therefore the motion was carried

RESOLVED: that the Clerk investigates costs for new kitchen cupboards and renovation of the toilets and makes enquiries with the DCA to see if they would be able to make any contribution.

46 Communications Working Group

The notes from the Communications Meeting held on 14th July 2014 were circulated. Cllr Wood updated the meeting.

46.1 APM: This would have to be held in March next year due to the elections. The Danbury Times would need to go out in January. Suggestions for speakers included Essex Wildlife Trust on Living Landscapes, the Police Commissioner, Oaklands Museum or Essex Records Office regarding World War 1 (artefacts could be brought along).

RESOLVED: that the information be noted.

46.2 Best Kept Front Garden: This was a competition run some years ago. Initially interest could be assessed through the Autumn edition of the Danbury Times.

RESOLVED: that the Parish Council assess the level of interest through an article in the Autumn Danbury Times.

46.3 School Visits: These were going well and would be going ahead again next year with some changes to the agenda to allow the children more time to participate. The elections were suggested as a possible topic.

RESOLVED: that the information be noted.

46.4 New Councillors: The group had discussed holding an event for local clubs and organisations to promote the Parish Council and attract new councillors. The Clerk was requested to send an initial letter to clubs to see what interest there was and which timeslot was most popular. This event could be held on a Saturday to allow maximum attendance. A further suggestion was made that the Parish Council could have a table at the Christmas Bazaars held by the local primary schools. Cllr Wood proposed that a table was investigated at the three primary schools Christmas bazaars and that the Clerk sends a letter to local clubs to gauge the level of interest in an event. This was seconded Cllr Gardiner and agreed unanimously.

RESOLVED: that

- a) a table was investigated at the three primary schools Christmas bazaars.
- b) the Clerk sends a letter to local clubs to gauge the level of interest in an event.

46.5 Christmas Carols: The Clerk had been talking to the four village churches. Both the Catholic Church and URC had offered to do readings. A response was awaited from St Johns. The Clerk had spoken with the Danbury Mission who advised that the churches were intending to meet to discuss what was happening this year. The Mission did not wish to use their sound equipment outside as this could be hazardous in bad weather. The Clerk had offered the use of the Old Pavilion again for refreshments. The Parish Council would await the outcome of the Churches meeting. RESOLVED: that the information be noted.

46.6 Churches Leaflet for New Residents: The Clerk had spoken to the Community Worker at the Danbury Mission and they would be meeting to discuss it further.

RESOLVED: that the information be noted.

46.7 Postcards: The group had discussed a reissue of the postcards. One idea was to have a postcard with all five pubs featured. Also discussed was a greetings card or notelet with Danbury on the front. These would cost £62 for 200 cards with envelopes and some small script. Telephone message pads had also been costed and were £240 for 100 (100 sheets with faded picture). A further suggestion was that larger versions of the postcard prints could be framed and sold. It was agreed that this should be taken back to the Communications Group for further discussion.

RESOLVED: that the information be noted and be brought back to the next meeting.

47 Reports from Committees

47.1 Resources Committee

Members were advised that:

- Facebook statistics had been received from Sue Lees regarding traffic through the site and there were 189 referrals to the web site via Facebook. This was an alternative method of linking people to the website. 34% were accessing the website by a mobile device i.e. mobile phone or tablet. Most people view the home page followed by tourism items and news items.
- The Internal Audit had been completed.
- The Annual Return had been sent.
- Hannah Mayes, Assistant Clerk had now passed the CiLCA qualification. Congratulations were passed to her on behalf of the Parish Council.
- The Clerk was still trying to put in place online banking after which the Financial Regulations would be changed.

RESOLVED: that the information be noted.

47.2 Planning Committee

Members were advised that:

- The Control of Street Trading would come into effect on 15th September 2014. There were no areas in Danbury that had been exempted.
- The appeal for Land South East of Telecommunications Mast 4170, Main Road had been dismissed.
- Two applications had been received in the Sandon Parish for the change of use of land to station caravans for residential purposes. It was agreed that comments would be sent to CCC supporting comments made by Sandon Parish Council.

RESOLVED: that the information be noted.

47.3 Environment Committee

Members were advised that:

- A trial of woodchip on footpaths would be implemented to see if this improved the condition of the busiest footpaths. Initially, this would be carried out on footpath 17 and it was hoped that woodchip could be obtained from Ben Oates.
- The Committee had sent a further submission to the Local Highways Panel to request that parking issues in Well Lane were considered.
- The Groundsman has had posts delivered to be fitted to the green at Eves Corner to prevent parking.
- The Committee had considered parking issues in Southview Road and speeding in Woodhill Road.
- The pothole at Butts Lane/Hopping Jacks Lane had been filled with the assistance of Cllr Spence.
- Cllr Howe was arranging a working group meeting to discuss The Danbury Project. Various areas within the village had been suggested for planting.
- Danbury Park School had agreed to plant the free oak tree given by CCC in their grounds.

RESOLVED: that the information be noted.

47.4 Facilities Committee

Members were advised that:

- The Play Area opening went well.
- The Cricket Club were trying to publicise the team with leaflets and mugs. The Parish Council were pleased that the Cricket Club were promoting the team.
- The steps and rear access to the Sports and Social Centre had been completed.
- The steps to the Snooker Room were being replaced.
- Painting was to be completed to the Snooker Room.
- Lights on the outside of the Sports and Social Centre were being updated.
- In the autumn, the three primary schools were being invited to plant a Wildflower Meadow at Runsell Green.
- Pond work was planned for the autumn for Eves Corner.
- The footpath from the Robins Nest to the Tennis/Bowling Club was need of repair due to the heave of the ground.
- All football clubs were paid up to date.
- All allotments had been taken.
- Play in the Park had been arranged for Wednesday 6th and 20th August 10a.m. – 12 noon. Additionally, on the 20th August session, Kids Kingdom Inflatables had been booked.
- Winter Salt had been ordered.
- Tree works had been completed.

RESOLVED: that the information be noted.

48 The Tennis Club

48.1 Lease

Further to Minute 31 Parish Council 25th June 2014, the Parish Council's solicitor had been instructed to go ahead with one lease for the whole of the building. The final draft would be shortly going to the Tennis Club.

RESOLVED: that the information be noted.

48.2 Work to Clubhouse

The Tennis Club had submitted a planning application as follows;

Proposed internal alterations to Clubhouse together with new window and door replacements. External paving to Tennis Courts increase patio size and new path together with new fencing gates, and tennis practice wall. Re-surface 2 no. courts and install new sand box.

RESOLVED: that the information be noted.

49 Postcard Competition/Danbury Times

The postcards had been discussed under previous minute 46.6. The most recent Danbury Times had just gone out for delivery and thanks were given to those who had assisted with this.

RESOLVED: that the information be noted.

50 Emergency Planning Officer/ Emergency Plan with businesses

Cllr Berlyn addressed the meeting regarding village resilience. Although a village and office emergency plan were in place and had been updated last year, he felt it would be useful to meet with businesses in the village to discuss emergency resilience.

Members agreed that this would be worth investigating further and would be another way to communicate with local businesses. Cllr Berlyn offered to liaise with CCC to put together some information before invitations could be issued. Cllr Gardiner proposed that Cllr Berlyn liaises with CCC to obtain information for a meeting with local businesses to discuss village resilience. This was seconded by Cllr Wood and agreed unanimously.

RESOLVED: that Cllr Berlyn liaises with CCC to obtain information for a meeting with local businesses to discuss village resilience. .

The meeting was adjourned 21.10pm and restarted 21.15.

51 Health in the Community

51.1 Vacancies: Several positions had been advertised at the Medical Centre.

RESOLVED: that the information be noted.

51.2 Specialist Fertility Services Consultation: Members felt that this was a very personal subject that would be difficult to comment on as a Committee. Cllr Mrs Jacobs proposed that no response was to be sent by the Parish Council but any individuals could respond in a personal capacity if they wished. This was seconded by Cllr Mrs Chapman. Nine Members were in favour and there were two abstentions so the motion was carried.

RESOLVED: that no response was to be sent by the Parish Council but any individuals could respond in a personal capacity if they wished.

52 Councillors' Surgeries

Cllr Mrs Chapman had offered to attend the Farmers Market on Saturday 2nd August 2014 and Cllr Thomson also volunteered. Members volunteered for the following dates:

Saturday 5th September - Cllrs Gardiner and Telling (to be confirmed)

Saturday 4th October - Cllrs Keeler and Berlyn

Saturday 1st November - Cllrs Kennewell and Allen (to be confirmed)

Saturday 6th December - Cllr Mrs Jacobs & Cllr Wood.

RESOLVED: that the information be noted.

53 Cllr Spences' Update

The two most recent updates were circulated to Members. This list of roads to be repaired was available on the ECC website and it appeared that only Daen Ingas and Parkdale were on the list for Danbury.

RESOLVED: that the information be noted.

54 Buckingham Palace Garden Party Nomination

The nomination had to be for a Chairman. Cllr Berlyn was not able to be nominated as he had already been to Buckingham Palace. The nominated person should be a long term member and have involvement in other areas to obtain the maximum amount of points. A previous Chairman, David Whiteing, was suggested although he was no longer a Member of the Council. The Clerk would check to see what the qualifying criteria were.

RESOLVED: that the Clerk checks the criteria to see if a previous Council Chairman can be nominated

55 Best Parish Council

The Clerks were putting together an entry for this competition. The Annual General Meeting of the Essex Association of Local Councils was taking place on Thursday 18th September 2014 during the day. All councillors were invited to attend and should inform the Clerk as soon as possible if a place was required.

RESOLVED: that the information be noted.

56 Fly a Flag for the Commonwealth - 9th March 2015

It was agreed that this item should be brought back to a future Parish Council meeting.

RESOLVED: that this item would be discussed at a future Parish Council meeting.

57 Matters for Report

- The Armstrong Gibbs Society had sent thanks for the grant towards the book.
- The Parochial Church Council of St John Baptist had sent thanks for the grant towards the maintenance of the churchyard.
- Cllr Howe had some concerns regarding the cleanliness of the Danbury Medical Centre. It was felt that this was an individual complaint that should either be addressed directly to the Medical Centre or to the Patient Involvement Group.
- Cllr Wood reported that Dr Dollery would be leaving the practice on 1st September 2014 and would not be replaced.

58 Dates of Meetings in 2014

Wednesday 24th September (apologies were given in advance from Cllr Mrs Chapman and Cllr Kennewell) and 26th November.

59 Exclusion of Press and Public

RESOLVED: that in accordance with S1 of the Public Bodies (Admission to Meetings) Act 1960, in view of the nature of the business to be discussed it was in the opinion of the Committee advisable that the Public and Press be excluded and that they be instructed to withdraw.

Mrs Hallett left the meeting.

60 Councillor Vacancy

A secret ballot was conducted and Mrs Hallett was co-opted onto the Council.

RESOLVED: that Mrs Barbara Hallett be co-opted as a Member of Danbury Parish Council and the Clerk to inform her of the decision.

Business having been concluded, the Chairman closed the meeting at 21.40pm.

Signed: Cllr S Berlyn, Chairman

Date: