

# CHAPPEL PARISH COUNCIL

## MINUTES OF THE PARISH MEETING HELD ON MONDAY 11<sup>TH</sup> JULY 2016 IN CHAPPEL AND WAKES COLNE VILLAGE HALL, AT 7.30 P.M.

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**In the Chair:** Cllr. S. Chamley  
**Present:** Cllrs. P. Dent, N. Ingram, A. Langley, P. Neubauer.  
**Clerk:** Mrs. H. Cook  
**Also Present** Cllr P. Chillingworth and six members of the public.

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<b>16/132</b>	<p><b><u>WELCOME AND APOLOGIES FOR ABSENCE</u></b></p> <p>Cllr Chamley welcomed everybody to the meeting. Cllrs Cox &amp; Rolls had sent their apologies due to family commitments. Cllr Chillingworth would be late to the meeting.</p>	
<b>16/133</b>	<p><b><u>DECLARATION OF INTERESTS</u></b></p> <p>No declarations were noted.</p>	
<b>16/134</b>	<p><b><u>PUBLIC PARTICIPATION SESSION WITH RESPECT TO ITEMS ON THE AGENDA AND OTHER MATTERS THAT ARE OF MUTUAL INTEREST</u></b></p> <p>Cllr Chamley read out Standing Orders 2A.</p> <p>A member of the public asked for an update on the road to Great Tey. Cllr Dent confirmed that he was continuing to pursue this matter but as an individual rather than a Cllr.</p> <p>A member of the public had concerns regarding surface water on Oak Road and had been in contact with Cllr Brown and ECC. The Parish Council agreed to look into this, if the details could be passed onto the Clerk.</p> <p>Several members of the public spoke about the retrospective planning application for Direct Meats (161466) and raised the following points:</p> <ul style="list-style-type: none"> <li>❖ Previous planning history.</li> <li>❖ Drainage.</li> <li>❖ Earth excavation works.</li> <li>❖ Vehicles backing onto the 60mph road.</li> <li>❖ Vehicles obstructing road while waiting for gates to open.</li> <li>❖ Impact on the Countryside</li> <li>❖ Burning of treated wood and plastic.</li> <li>❖ Trading times</li> <li>❖ Lights at night.</li> </ul>	
<b>16/135</b>	<p><b><u>WARD &amp; COUNTY COUNCILLORS TO ADDRESS THE MEMBERS IF PRESENT</u></b></p> <p><b><i>WARD COUNCILLOR PETER CHILLINGWORTH / COUNTY COUNCILLOR ANNE BROWN</i></b></p> <p>Cllr Chillingworth spoke briefly on the following:</p> <ul style="list-style-type: none"> <li>❖ Colchester Local Plan – The consultation will run from 9<sup>th</sup> July – 16<sup>th</sup> September.</li> <li>❖ The Preferred Options Local Plan document is now on-line or can be seen in the village hall on Tuesday 19<sup>th</sup> July at 4pm-7pm.</li> <li>❖ Large development in Marks Tey and Salary Brook.</li> <li>❖ 30 houses proposed for Chappel, South of Swan Grove.</li> <li>❖ No houses proposed in Wakes Colne.</li> <li>❖ 20% will be affordable housing.</li> <li>❖ Improvement plans for both the A12 and A120.</li> </ul>	

<p><b>16/136</b></p> <p><b>16/067</b></p> <p><b>16/068</b></p>	<p><b><u>CONFIRMATION OF MINUTES</u></b></p> <p><i>MEETING HELD MONDAY 13<sup>TH</sup> JUNE 2016</i></p> <p><b>RESOLVED</b> that the minutes of the meeting held on Monday 13<sup>th</sup> June 2016 were a true record of the meeting. Cllr Ingram abstained due to not being present at the meeting. <b>Proposed: Cllr. Langley. Seconded: Cllr. Dent. For: 4 Abstain: 1</b></p> <p><i>ANNUAL PARISH ASSEMBLY MEETING HELD MONDAY 23<sup>RD</sup> MAY 2016</i></p> <p><b>RESOLVED</b> that the minutes of the Annual Parish Assembly meeting held on Monday 23<sup>rd</sup> May 2016 were a true record of the meeting. Cllr Neubauer abstained due to not being present at the meeting. <b>Proposed: Cllr. Ingram. Seconded: Cllr. Dent. For: 4 Abstain: 1</b></p>	
<p><b>16/137</b></p> <p><b>16/069</b></p>	<p><b><u>PERSONNEL COMMITTEE</u></b></p> <p><b>RESOLVED</b> that the Personnel Committee would consist of Cllrs Chamley, Langley &amp; Neubauer. <b>Proposed: Cllr. Dent. Seconded: Cllr. Ingram. For: All.</b></p>	
<p><b>16/138</b></p>	<p><b><u>BROADBAND</u></b></p> <p>Mr Herskind Nightingale was unable to attend the meeting, but did supply the Parish Council with some posters advertising the broadband survey. Cllrs agreed to put these up in the village to advertise the survey.</p>	
<p><b>16/139</b></p> <p><b>16/070</b></p> <p><b>16/071</b></p>	<p><b><u>PLANNING APPLICATIONS</u></b></p> <p>1) PLANNING APPLICATION: 161417. ELM COTTAGE, SPRING GARDENS ROAD, CHAPPEL, COLCHESTER, CO6 2DW. AMENDMENTS TO EXISTING PLANNING 110362. REMOVING SIDE EXTENSION AND REDUCING FRONT EXTENSION.</p> <p><b>RESOLVED</b> that the Clerk was instructed to send comments of support to CBC Planning Department. <b>Proposed: Cllr. Neubauer. Seconded: Cllr. Langley. For: All.</b></p> <p>2) PLANNING APPLICATION: 161466. DIRECT MEATS KNIGHTS FARM, SWAN STREET, CHAPPEL, COLCHESTER, CO6 2EE. ERECTION OF LINK BUILDING AND PALLET STORE AND FREEZER BUILDING (RETROSPECTIVE) WITH ASSOCIATED CONCRETE APRONS AND ENTRANCE GATE AND BOUNDARY FENCE (RETROSPECTIVE).</p> <p>Cllrs discussed this application and asked Cllr Chillingworth to “call in” the application.</p> <p>Cllrs wished to support residents and agreed to object on the following grounds:</p> <ul style="list-style-type: none"> <li>❖ That the Planning history of this site be fully investigated.</li> <li>❖ A restriction on the burning of treated wood and plastic.</li> <li>❖ Reports of foul water draining into ditches.</li> <li>❖ Unauthorized earthworks taking place adjacent to public footpath.</li> <li>❖ Obtrusive flood lighting taking place at night.</li> <li>❖ Trading hours of the site be investigated.</li> <li>❖ Lorries obstructing the highway, while waiting for the gates to open.</li> <li>❖ The road being 60mph where extremely large lorries ingress and egress Direct Meats at all times of the day and night.</li> </ul> <p><b>RESOLVED</b> that the Clerk was instructed to send comments of objection to CBC Planning Department.</p>	<p><b>CLERK</b></p> <p><b>CLERK</b></p>

	<p><b>Proposed: Cllr. Dent. Seconded: Cllr. Langley. For: All.</b></p> <p>The revised plans for Willow Cottage were also discussed. Cllrs were happy with the previous comment of support for this application.</p>	
16/140	<p><b><u>LOCAL PLAN – PREFERRED OPTIONS CONSULTATION</u></b></p> <p>The Local Plan Consultation on the preferred options would start on the 9<sup>th</sup> July and run until the 16<sup>th</sup> September (extended by an extra two weeks). Colchester Borough Council will be holding a Public Information Event at Chappel &amp; Wakes Colne Village Hall on 19<sup>th</sup> July from 4pm – 7pm.</p> <p>16/072 <b>RESOLVED that the Public Event be advertised on the noticeboard, website, Facebook and in the Village Reporter. No separate letter drop would be carried out by the Parish Council.</b> <b>Proposed: Cllr. Langley. Seconded: Cllr. Ingram. For: 4 Abstain: 1</b></p>	
16/141	<p><b><u>ORCHARD PLACE</u></b></p> <p>No update had been received from Colchester Borough Council. Cllrs asked the Clerk to confirm with Enforcement whether the current wall being built at the entrance of the site needed any planning permission.</p>	CLERK
16/142	<p><b><u>HIGHWAY</u></b></p> <p>1) UPDATE ON WORKS AND REFERRAL TO LOCAL HIGHWAY PANEL REGARDING THE ROAD FROM CHAPPEL TO GREAT TEY.</p> <p>The Clerk confirmed that both Local Highway Panel applications had now been submitted.</p> <p>2) UPDATE ON SPEED WATCH</p> <p>Cllr Dent confirmed Speed Watch Sessions had taken place with borrowed signs from other Parishes. The Clerk confirmed she was still chasing the signs for Chappel. Cllrs thanked the volunteers for their work. Cllr Dent reported that a bus had been caught speeding.</p> <p>16/073 <b>RESOLVED that the Clerk write to the Bus Company to inform them of the speeding incident.</b> <b>Proposed: Cllr. Chamley. Seconded: Cllr. Dent. For: All</b></p> <p>3) TO DISCUSS VEHICLE ACTIVATED SIGNS (VAS)</p> <p>Cllrs discussed that information from the Speed Watch sessions could be used as evidences in order to support a Local Highways Panel Application. This would be looked at again in the September meeting.</p>	CLERK CLERK SEPTEMBER
16/143	<p><b><u>PLAY AREA</u></b></p> <p>1) TO AGREE NEXT CLLR FOR PLAY EQUIPMENT CHECKS.</p> <p>Cllr Ingram confirmed that he would be happy to check the play equipment until the September meeting. He also confirmed that bolt covers had been ordered from Proludic.</p> <p>2) FUNDING UPDATE</p> <p>Cllr Chamley and the Clerk had drafted an application for Awards for All which Cllr Ingram had reviewed. Cllr Cox had been unable to look at the application prior to going on holiday. It was agreed to submit the application as soon as possible.</p> <p>3) SURFACE UPDATE.</p> <p>Cllr Chamley confirmed that the play bark had been distributed. All the volunteers were thanked.</p>	CLLR INGRAM CLLR CHAMLEY / CLERK
16/144	<p><b><u>GRASS CUTTING</u></b></p> <p>The Clerk was asked to contact the current contractor and ask for a quote for adding the following areas to the cutting schedule: Viaduct land- between the bridge and track, Play Area- viaduct side bridge to the fence, the long grass by the river.</p>	CLERK

	<p>Cllrs reported that they had received complaints about the hedge from Allen Cottages to Broom House Corner. The Clerk was asked to send a letter to the owner of Broom House.</p> <p>Cllrs reported that they had received complaints about the hedge at the cross roads, opposite the shop. The Clerk was asked to send a letter to the owner.</p> <p>The replaced Chappel sign had been put in front of gates which are used for farming machinery. The Clerk was asked to write to the village rangers.</p> <p>The Chappel sign before the viaduct was now obscured, Cllr Ingram agreed to have a look and if safe cut this back.</p>	<p>CLERK</p> <p>CLERK</p> <p>CLERK</p> <p>CLLR INGRAM</p>
<p><b>16/145</b></p> <p><b>16/074</b></p>	<p><b><u>HEDGE CUTTING</u></b></p> <p>The Clerk confirmed that a quote had been received for the hedge cutting along the parish field on the A1124 of £65 plus VAT.</p> <p><b>RESOLVED that the Clerk inform the contractor to cut the hedge after the nesting season.</b> <b>Proposed: Cllr. Chamley. Seconded: Cllr. Dent. For: All</b></p> <p>Cllrs asked the Clerk to ask the current grass contractor for a quote for cutting the hedge on the village green bordering the school.</p>	<p>CLERK</p> <p>CLERK</p>
<b>16/146</b>	<p><b><u>DEFIB TRAINING</u></b></p> <p>Cllr Chamley had tried to contact the Heart of the Valley Community Responder but had not yet received a reply. This would be brought back to the September meeting.</p>	<p>SEPTEMBER</p>
<b>16/147</b>	<p><b><u>TREE SURVEY</u></b></p> <p>Cllr Chamley confirmed that a report had been received but it was for the wrong Parish Council. The report for Chappel Parish Council had not yet been received despite chasing twice. This would be brought back for the September meeting.</p>	<p>SEPTEMBER</p>
<p><b>16/148</b></p> <p><b>16/075</b></p>	<p><b><u>COURSE UPDATE</u></b></p> <ol style="list-style-type: none"> <li>1) Cllr Ingram attended the Volunteer Play Inspection course. He confirmed that this was very well worth attending. He asked the Clerk to contact a local play area inspection company and ask for a quote for the next inspection.</li> <li>2) Cllr Chamley attended the Land Management Course. She explained that it was a very good course, especially for the price. The key thing to bring back was about mitigating liability and risk. The pond near the viaduct was discussed. It was also recommended to look at the figures in the Financial Regulations when going out for tender. It was agreed to review this at the September meeting.</li> </ol> <p><b>RESOLVED that the Clerk write to Network Rail confirming that they own the pond near the viaduct and informing them that there is no warning sign or life ring.</b> <b>Proposed: Cllr. Langley. Seconded: Cllr. Dent. For: All</b></p>	<p>SEPTEMBER</p> <p>CLERK</p>
<b>16/149</b>	<p><b><u>FINANCIAL MATTERS</u></b></p> <ol style="list-style-type: none"> <li>1) <b>FINANCIAL STATEMENT.</b></li> </ol> <p>The eight invoices including the Clerks' Salary were passed around for all Councillors to have a look at and agree.</p>	

			<b>Cheque</b>	
			<u>Number</u>	<u>£ p</u>
	H Cook	June Salary	SO	398.80
	Essex Pension Fund	June Pension	SO	95.89
	H Cook	June Expenses	701471	120.90
	Design Clark Ltd	Refurbishment to Village Sign	701472	230.00
	Local Council Public Advisory Service	Land Mgt Course	701473	25.00
	JPB Landscapes	Grass Cutting and tree work	701474	202.75
	JPB Landscapes	Grass Cutting	701475	113.92
	Skyblue	Website Hosting	701476	<u>72.00</u>
		<b>Total</b>		<b>1,259.26</b>
		Less VAT Content		<u>26.58</u>
		<b>Total Excluding VAT</b>		<u><u>1,232.68</u></u>
<b>16/075</b>	<p><b>RESOLVED that after further consideration the eight payments detailed on the schedule be authorised for payment.</b>  <b>Proposed: Cllr. Neubauer. Seconded: Cllr. Langley. For: All.</b></p> <p>2) <b>MONTHLY BUDGET INFORMATION</b>                      The Clerk had circulated this prior to the meeting.</p> <p>3) <b>TO CONFIRM CLERK’S AUGUST SALARY &amp; PENSION DUE TO NO AUGUST MEETING.</b></p>			
<b>16/076</b>	<p><b>RESOLVED that the Standing Orders would be paid in August for the Clerk’s salary and pension.</b>  <b>Proposed: Cllr. Neubauer. Seconded: Cllr. Chamley. For: All.</b></p>			
<b>16/150</b>	<p><u><b>CORRESPONDENCE RECEIVED</b></u>                      The Clerk had emailed information throughout the month.</p>			
<b>16/151</b>	<p><u><b>CHAIRMAN &amp; CLERK’S REPORT</b></u></p> <ul style="list-style-type: none"> <li>❖ The abandoned car on the village green has been moved.</li> <li>❖ Cllr Chamley confirmed that she was still chasing ECC regarding the WWII project.</li> <li>❖ The bolts on the footbridge from the play area to the A1124 were reported to ECC. This had been checked by the Public Rights of Way Inspector from ECC and they were happy with the safety of the bridge. Due to the length of the bridge ECC Structures would be informed so they could carry out their own inspection.</li> <li>❖ It had been reported that a garage in Swan Grove had been broken into.</li> </ul>			
<b>16/152</b>	<p><u><b>FUTURE AGENDA ITEMS</b></u></p> <p>Play Area/Inspection                      Asset Register                      Orchard Place                      Tree Survey                      Speed Watch                      Financial Regs                      Records Office</p> <p>Cllr Chamley thanked everyone for attending and closed the meeting 9.25pm. The date of the next meeting is Monday 12<sup>th</sup> September 2016. There would be no meeting in August.</p>			

	Signed:..... Chairperson of the Parish Council	Date: 12 <sup>th</sup> September 2016.
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MRS HELEN COOK

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