

CHAPPEL PARISH COUNCIL

MINUTES OF THE PARISH MEETING HELD ON MONDAY 13TH JUNE 2016 IN CHAPPEL AND WAKES COLNE VILLAGE HALL, AT 7.30 P.M.

In the Chair: Cllr. S. Chamley
Present: Cllrs. A. Cox, P. Dent, A. Langley, P. Neubauer, K. Rolls.
Clerk: Mrs. H. Cook
Also Present Cllr P. Chillingworth and two members of the public.

16/111	<p><u>WELCOME AND APOLOGIES FOR ABSENCE</u></p> <p>Cllr Chamley welcomed everybody to the meeting. Cllr Ingram had sent his apologies due to family commitments. Cllr Neubauer would be late to the meeting.</p>	
16/112	<p><u>DECLARATION OF INTERESTS</u></p> <p>No declarations were noted.</p>	
16/113	<p><u>PUBLIC PARTICIPATION SESSION WITH RESPECT TO ITEMS ON THE AGENDA AND OTHER MATTERS THAT ARE OF MUTUAL INTEREST</u></p> <p>One member of the Public asked whether a development in Bures would mean that Chappel School was the catchment Primary School. Cllr Chamley agreed to look into the development and go back to the resident.</p>	CLLR CHAMLEY
16/114	<p><u>WARD & COUNTY COUNCILLORS TO ADDRESS THE MEMBERS IF PRESENT</u></p> <p><i>WARD COUNCILLOR PETER CHILLINGWORTH / COUNTY COUNCILLOR ANNE BROWN</i></p> <p>Cllr Chillingworth spoke briefly on the following:</p> <ul style="list-style-type: none"> ❖ 1 Swan Grove Drain problems and confirming responsibilities continued. Cllr Chillingworth agreed to work with CBC Homes on this matter and report back to the Council. ❖ Colchester Local Plan – The next consultation will run from 9th July – 2nd September. ❖ The Preferred Options Local Plan document will be considered prior to the consultation at a meeting on the 5th July at 6pm in the Moot Hall. ❖ 920 houses per year will be needed to be built between 2018-2033. ❖ Likely to be East and West Colchester taking most development with larger villages or ones with good transport or facilities taking the rest. ❖ 20% will be affordable housing. ❖ Improvement plans for both the A12 and A120. ❖ Retirement and starter homes will be considered. 	CLLR CHILLINGWORTH
16/115	<p><u>CONFIRMATION OF MINUTES – MEETING HELD MONDAY 9TH MAY 2016</u></p>	
16/061	<p>RESOLVED that the minutes of the meeting held on Monday 9th May 2016 were a true record of the meeting. Cllr Rolls abstained due to not being present at the meeting. Proposed: Cllr. Dent. Seconded: Cllr. Langley. For: 4 Abstain: 1</p>	
16/116	<p><u>REVIEW AND RE-ADOPTION OF COUNCIL PROCEDURES AND POLICIES</u></p>	
16/062	<p>RESOLVED that the Risk Assessment for the Strimmer and Litter Picking be re-adopted by the Council. Proposed: Cllr. Langley. Seconded: Cllr. Cox. For: All.</p>	

<p>16/117</p> <p>16/063</p>	<p><u>PLANNING APPLICATIONS</u></p> <p>PLANNING APPLICATION: 161129. 10 COLCHESTER ROAD, CHAPPEL, COLCHESTER, CO6 2DE. PROPOSED SINGLE STOREY REAR EXTENSION AND FRONT PORCH.</p> <p>RESOLVED that the Clerk was instructed to send comments of support to CBC Planning Department.</p> <p>Proposed: Cllr. Langley. Seconded: Cllr. Chamley. For: All.</p>	
<p>16/118</p>	<p><u>LOCAL PLAN – PREFERRED OPTIONS CONSULTATION</u></p> <p>The Preferred Options Local Plan document will be considered prior to the consultation at a meeting on the 5th July at 6pm in the Moot Hall, the Public are welcome to attend.</p> <p>The Local Plan Consultation on the preferred options would start on the 9th July and run until the 2nd September. Colchester Borough Council will be holding a Public Information Event at Chappel & Wakes Colne Village Hall on 19th July from 4pm – 7pm.</p>	
<p>16/119</p>	<p><u>ORCHARD PLACE</u></p> <p>It was noted that the Enforcement Officer had been on site and is in discussions with the owner with regards to the distance between the fence and the planting. It had also been noted that a new wall was being built to ensure that the site was tidy. The Enforcement Officer would make a visit this week and would report back. Cllrs discussed that the water draining from the site was still a major concern and the Clerk was asked to email CBC.</p>	<p>CLERK</p>
<p>16/120</p>	<p><u>BROADBAND</u></p> <p>Meeting closed at 8.10pm</p> <p>A member of the public spoke about the lack of broadband with regards to the part of the village that run off the Fordham exchange.</p> <p>Superfast Essex will not be providing this area with broadband as County Broadband are the service provider.</p> <p>Cllrs discussed that this was not providing the public with a choice of service provider therefore having an impact on speed, quality, data allowance etc. It was also noted that the provider was often graphically challenged, with one member of the Council confirming that County Broadband was not an option due to the height of some trees near the property.</p> <p>A member of the public volunteered to write an article/survey in order to find out how many people were affected by this issue to see whether this matter could be relooked at by Superfast Essex.</p> <p>Cllr Chamley confirmed that at the recent CALC meeting it had been noted that money was available for black spots.</p> <p>Meeting opened at 8.25pm, Cllr Neubauer arrived.</p>	
<p>16/121</p>	<p><u>HIGHWAY</u></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 the Swan Street application had been sent off and the application for outside the school would be sent off as soon as possible. It was confirmed that it could take a year for the application process to take place.</p> <p>2) UPDATE REGARDING THE LACK OF CATS EYES IN THE ROAD FROM ROSE CORNER TO THE VIADUCT.</p> <p>The Clerk confirmed that she had been in contact with Cllr Anne Brown since the last meeting and ECC have now confirmed that the cat's eyes are not an obligatory part of the Highway. The cat's eyes will not be replaced until the road is resurfaced, this will not take place in 2016/17.</p>	<p>CLERK</p>

	<p>3) UPDATE ON SPEEDWATCH</p> <p>Cllr Dent confirmed that seven volunteers were trained by PCSO Mark Hibben. There was a delay to starting the programme due to lack of signs. The Clerk will keep chasing and agreed to contact other teams to see whether in the interim period, signs could be borrowed. Cllrs thanked the volunteers for stepping forward and attending the training session.</p> <p>4) TO DISCUSS VEHICLE ACTIVATED SIGNS (VAS)</p> <p>Cllrs discussed a possible Local Highways Panel application for VAS along the A1124 at either end of the village, possibly asking Wakes Colne Parish Council to consider a joint application. This would be looked at further and brought back to the next meeting.</p>	<p>CLERK</p> <p>JULY</p>
16/122	<p><u>PLAY AREA</u></p> <p>1) TO DISCUSS THE PLAY AREA REPORT.</p> <p>Cllrs discussed the report. Cllr Ingram agreed that the bearings were worn, but could be looked at when further play equipment was added. The Clerk was asked to contact Proludic for some replacement bolt covers.</p> <p>2) TO AGREE NEXT CLLR FOR PLAY EQUIPMENT CHECKS.</p> <p>Cllr Ingram had confirmed that he would be happy to check the play equipment until the July meeting.</p> <p>3) REVISED QUOTE</p> <p>A revised quote was received of £15,974. A grant application with Awards for All would now be submitted and an expression of interest would also be put to CIF for funding.</p> <p>4) FUNDING</p> <p>Cllr Chamley and the Clerk had drafted an application for Awards for All which Cllr Ingram had reviewed. Cllr Cox agreed she would also look at the application before submitting.</p> <p>5) SURFACE UPDATE.</p> <p>Cllr Chamley confirmed that the play bark had been delivered. Cllrs would email round a date in order to move the bark under the play equipment.</p>	<p>CLERK</p> <p>CLLR INGRAM</p> <p>CLLR CHAMLEY / CLERK</p> <p>CLLR CHAMLEY</p>
16/123	<p><u>GRASS CUTTING</u></p> <p>Cllr Chamley agreed to meet with the current contractor to discuss quotes on further cuts around the allotment, cutting the grass along the viaduct and along from the bridge to the school.</p>	CLLR CHAMLEY
16/124	<p><u>HEDGE CUTTING</u></p> <p>The Clerk confirmed that a quote had been requested for the hedge along the parish field on the A1124 and also for the hedge on the village green bordering the school. This would be brought back to the July meeting.</p>	JULY
16/125	<p><u>WINTER SALT BAG SCHEME 2016/17</u></p> <p>Cllrs discussed that due to the warmer winter of 2015, no salt was needed for 2016/17. The clerk was asked to inform ECC.</p>	CLERK
16/126	<p><u>WHERE DOES THE WATER GO PROJECT</u></p> <p>As no volunteers had come forward, the Clerk was asked to contact the project leader and confirm that Chappel was unable to go forward with this project at this current time.</p>	CLERK
16/127	<p><u>ALLOTMENT</u></p> <p>It was agreed to ask Diane Ratcliffe to judge the allotment competition.</p>	

16/128	<p><u>FINANCIAL MATTERS</u></p> <p>1) FINANCIAL STATEMENT.</p> <p>The thirteen invoices including the Clerks' Salary were passed around for all Councillors to have a look at and agree.</p> <table border="0" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 80%;"></th> <th style="text-align: center; border-bottom: 1px solid black;">Cheque Number</th> <th style="text-align: right; border-bottom: 1px solid black;">£ p</th> </tr> </thead> <tbody> <tr><td>H Cook (May Salary)</td><td style="text-align: center;">SO</td><td style="text-align: right;">395.08</td></tr> <tr><td>Essex Pension Fund (May Pension)</td><td style="text-align: center;">SO</td><td style="text-align: right;">94.95</td></tr> <tr><td>H Cook (May Salary)</td><td style="text-align: center;">701460</td><td style="text-align: right;">7.45</td></tr> <tr><td>Essex Pension Fund (May Pension top up)</td><td style="text-align: center;">701461</td><td style="text-align: right;">3.21</td></tr> <tr><td>H Cook (May Expenses)</td><td style="text-align: center;">701462</td><td style="text-align: right;">38.17</td></tr> <tr><td>Zurich Municipal (Insurance)</td><td style="text-align: center;">701463</td><td style="text-align: right;">657.75</td></tr> <tr><td>JPB Landscapes (Grass Cutting)</td><td style="text-align: center;">701464</td><td style="text-align: right;">282.15</td></tr> <tr><td>Anglian Water (Allotments)</td><td style="text-align: center;">701465</td><td style="text-align: right;">10.47</td></tr> <tr><td>Playsafety Limited (Annual Play Area Inspection)</td><td style="text-align: center;">701466</td><td style="text-align: right;">100.80</td></tr> <tr><td>Chappel & Wakes Colne Village Hall (May meeting)</td><td style="text-align: center;">701467</td><td style="text-align: right;">35.00</td></tr> <tr><td>Chappel & Wakes Colne Village Hall (Annual Parish Assembly Meeting)</td><td style="text-align: center;">701468</td><td style="text-align: right;">10.00</td></tr> <tr><td>Chappel & Wakes Colne Village Hall (Speedwatch Meeting)</td><td style="text-align: center;">701469</td><td style="text-align: right;">35.00</td></tr> <tr><td>Nationwide Bark</td><td style="text-align: center;">701470</td><td style="text-align: right;">1,435.20</td></tr> <tr><td></td><td style="text-align: center;">Total</td><td style="text-align: right; border-top: 1px solid black;">3,105.23</td></tr> <tr><td></td><td style="text-align: center;">Less VAT Content</td><td style="text-align: right; border-top: 1px solid black;">2.10</td></tr> <tr><td></td><td style="text-align: center;">Total Excluding VAT</td><td style="text-align: right; border-top: 1px solid black; border-bottom: 3px double black;">3,103.13</td></tr> </tbody> </table>		Cheque Number	£ p	H Cook (May Salary)	SO	395.08	Essex Pension Fund (May Pension)	SO	94.95	H Cook (May Salary)	701460	7.45	Essex Pension Fund (May Pension top up)	701461	3.21	H Cook (May Expenses)	701462	38.17	Zurich Municipal (Insurance)	701463	657.75	JPB Landscapes (Grass Cutting)	701464	282.15	Anglian Water (Allotments)	701465	10.47	Playsafety Limited (Annual Play Area Inspection)	701466	100.80	Chappel & Wakes Colne Village Hall (May meeting)	701467	35.00	Chappel & Wakes Colne Village Hall (Annual Parish Assembly Meeting)	701468	10.00	Chappel & Wakes Colne Village Hall (Speedwatch Meeting)	701469	35.00	Nationwide Bark	701470	1,435.20		Total	3,105.23		Less VAT Content	2.10		Total Excluding VAT	3,103.13	
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16/064	<p>RESOLVED that after further consideration the thirteen payments detailed on the schedule be authorised for payment.</p> <p>Proposed: Cllr. Cox. Seconded: Cllr. Dent. For: All.</p> <p>2) MONTHLY BUDGET INFORMATION</p> <p>The Clerk had circulated this prior to the meeting.</p> <p>3) TO CONFIRM PAY INCREASE TO CLERK AS PER NATIONAL JOINT COUNCIL FOR LOCAL GOVERNMENT SERVICES.</p>																																																				
16/065	<p>RESOLVED that the Clerk's salary increase as per the National Joint Council for Local Government Services for 2016 and 2017. This will be backdated to April 2016.</p> <p>Proposed: Cllr. Neubauer. Seconded: Cllr. Chamley. For: All.</p>																																																				
16/066	<p>4) TO CONFIRM STANDING ORDERS AND DIRECT DEBITS FOR 2016/17</p> <p>RESOLVED that the Standing Orders would be altered to reflect the changes in salary for the Clerks Salary and Essex Pension Fund.</p> <p>Proposed: Cllr. Chamley. Seconded: Cllr. Langley. For: All.</p>																																																				
16/129	<p><u>CORRESPONDENCE RECEIVED</u></p> <p>The Clerk had emailed information throughout the month. An invitation from Wormingford Gliding Club was noted. An open evening would be held on the 13th July & 14th September between 6pm & 8pm – this would be put on the website.</p>																																																				
16/130	<p><u>CHAIRMAN & CLERK'S REPORT</u></p> <ul style="list-style-type: none"> ❖ The abandoned car on the village green having been reported to CBC has not been removed, the Clerk agreed to contact them again. ❖ Following staff changes at ECC the WWII project was slightly delayed. They hope to 	CLERK																																																			

	<p>have the sign in place early July.</p> <p>❖ The bolts on the footbridge from the play area to the A1124 were reported to be loose. The Clerk agreed to report this to ECC.</p>	CLERK
16/131	<p><u>FUTURE AGENDA ITEMS</u></p> <p>Play Area Asset Register Orchard Place Tree Survey Speedwatch</p> <p>CLr Chamley thanked everyone for attending and closed the meeting 9.15pm. The date of the next meeting is Monday 11th July 2016.</p> <p>Signed:.....</p> <p>Chairperson of the Parish Council Date: 11th July 2016.</p>	

MRS HELEN COOK

CLERK TO CHAPPEL PARISH COUNCIL, 3 SEARLE WAY, EIGHT ASH GREEN, COLCHESTER, ESSEX. CO6 3QS, TEL No: 07583004252

E-MAIL: parishclerk@chappel.org