

# **CHAPPEL PARISH COUNCIL**

## **MINUTES OF THE MEETING HELD ON MONDAY 9<sup>TH</sup> FEBRUARY 2015 IN CHAPPEL AND WAKES COLNE VILLAGE HALL, AT 7.30 P.M.**

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

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### **15/020: Chairman's Welcome and Apologies for Absence**

Cllr Chamley welcomed everybody to the meeting. Cllr Cox had sent her apologies due to family commitments. No apologies were received by Cllr Jones.

### **15/021: Declaration of Interests**

**To receive any "Disclosable pecuniary interests, other pecuniary interests or non-pecuniary interests" relating to items on the agenda.**

Cllr Leftley – 15/028 Purchase of Levings Charity Land – non-pecuniary – due to husband being Chair of Levings Charity – would not vote.

Cllr Chamley – 15/027 – non-pecuniary, neighbouring property.

### **15/022: Public Participation Session with Respect to Items on the Agenda and other matters that are of mutual Interest**

Cllr Chamley read out Standing Order 2A.

A member of the public attended to request if the Council would grant permission for a hobby metal detective to go over Parish Council grass land. It was confirmed that he had public liability insurance and that anything of value would belong to the Parish Council or fall under the Treasure Act. The Council were happy for the Parish Field to be used. Confirmation document would be agreed at the next meeting.

### **15/023: Ward & County Councillors to Address the Members if Present**

Cllr Chillingworth spoke briefly:

- ❖ 1 Swan Grove – collapsed drain, Clerk had reported to ECC. Agreed to help wherever possible.
- ❖ Free Community Energy group would be held on the 4<sup>th</sup> March, Clerk confirmed this was on the Chappel Parish Website.
- ❖ CBC is discussing the recycling for the Borough. The Cllrs were asked their views on wheelie bins, fortnightly collections and a charge for collection of green waste. CBC are currently discussing the best way forward.

### **15/024: Confirmation of Minutes – Meeting Held on 12<sup>th</sup> January 2015**

Draft minutes of the meeting held on Monday 12<sup>th</sup> January 2015 had been circulated prior to the meeting. All agreed that these were a true record of the meeting. Cllr Neubauer did not attend the January meeting.

**15/007: RESOLVED that the minutes of the meeting held on Monday 12<sup>th</sup> January 2015 were a true record of the meeting.**

**Proposed: Cllr.Langley. Seconded: Cllr. Chamley. For: 4 Abstain: 1 (Cllr Neubauer was not present at the January meeting)**

**15/025: Planning Applications**

1. Planning Application No: 146610. Popes Hall, Popes Lane, Chappel, Colchester, CO6 2DZ. Listed Building Application for roof covering (barns), windows, sun room, repair beam in loft and removal of plaster ceilings.

After a brief discussion, Cllrs had no objection and asked the Clerk to send a letter expressing their agreement with the Heritage Statement.

**15/008: RESOLVED that the Clerk send the comments to Colchester Borough Council, Planning Department. Proposed: Cllr. Neubauer. Seconded: Cllr. Chamley. For: All.**

**15/026: Orchard Place**

The Clerk had circulated a detailed response from CBC. Cllr Chillingworth agreed to chase and the Clerk was asked to request an update before the next meeting.

**15/027: Paddock – Opp Applecroft, Bacons Lane**

The Planning Inspector had concluded the appeal and this had been upheld. The owners have been given three months to comply.

**15/028: Purchase of Levings Charity Land**

The Clerk confirmed that there were still some outstanding questions regarding access to the land. The Clerk would follow these up and also look into the cost of indemnity insurance if deemed necessary.

The Clerk confirmed that CBC was not concerned if this matter fell into the next accounting year, as long as they were informed and there was a complete Audit trail.

**15/029: Colchester Borough Council Local Plan Consultation**

Cllrs discussed their willingness to work with Colchester Borough Council as they appreciated the need for some development. Option B's of the consultation, if chosen would also encourage current facilities within villages to continue as this would be supported by development. Cllrs discussed the need for smaller housing units within the village enabling the young with their first purchase and the retired to downsize; both would then enable locals to stay in the village as currently there is a very limited amount of this type of housing stock.

**15/009: RESOLVED that the Clerk send the comments to Colchester Borough Council, confirming that Chappel PC would like to work with CBC in discussions of any potential development within the village. Proposed: Cllr. Neubauer. Seconded: Cllr. Chamley. For: All.**

**15/030: Colchester Borough Council – Settlement Boundary**

Cllrs discussed the current proposed call for sites. Cllrs were not opposed in principal to infill sites, however was not keen on stretching the village into a ribbon development with Great Tey.

**15/010: RESOLVED that the Clerk send the comments to Colchester Borough Council confirming that the Council would prefer infill development rather than ribbon development on the edge of the village. Proposed: Cllr. Neubauer. Seconded: Cllr. Chamley. For: All.**

**15/031: S106 Money**

The Clerk confirmed that there was £6,322.39 available in the S106 Leisure. Cllrs agreed to defer any discussion until the Levings Land purchase had been concluded.

**15/032: Highway Repairs**

Cllrs discussed the current schedule of work and agreed that Swan Street from the junction of the A1124 through to Great Tey needed to be added.

**15/011: RESOLVED that the Clerk contact ECC and query if Swan Street from the junction of the A1124 through to Great Tey can be added to the maintenance schedule.**

**Proposed: Cllr. Chamley. Seconded: Cllr. Langley. For: All.**

**15/033: Village Ranger**

- 1) Cllrs discussed the volunteers who had come forward regarding the litter picking. It was agreed that a Risk Assessment would need to be produced and approved at the next meeting. High visibility jackets would need to be purchased along with litter pickers and suitable gloves.
- 2) Cllrs considered a quote from CBC for emptying the bins at the playground. Cllrs decided to not take this further at the present time.
- 3) Cllr Langley agreed to check the equipment until the March meeting.

**15/012: RESOLVED that the Clerk produce a Risk Assessment for litter picking ready for consideration at the March meeting. Quotes for equipment to be purchased also to be ready for the March meeting. The Clerk was also asked to confirm with their current insurance how many volunteers are covered on the current policy.**

**Proposed: Cllr. Chamley. Seconded: Cllr. Langley. For: All.**

**15/034: Quote for Extra Grass Cutting**

Cllrs discussed the quote received from the current grass cutting contractor. It was agreed to accept all the quoted work apart from the clearing under the trees separating the 2 fields on the Parish Field as Cllrs discussed that this work did not currently need completing.

**15/013: RESOLVED that the Clerk write to the contractor accepting the quote, but asking for the work under the trees separating the 2 fields to be excluded from the required work.**

**Proposed: Cllr. Neubauer. Seconded: Cllr. Langley. For: All**

**15/035: Allotment Update**

The Clerk confirmed that two new allotment holders had taken up the offer of the two vacant plots. One existing plot holder invoice was currently outstanding and the Clerk confirmed that this would be chased before the March meeting.

**15/036: Financial Matters**

- 1) **Queried Invoice.** Cllrs discussed that when placing the repeat order of works the Council held a reasonable expectation that the costs would be broadly in line with the previous year's work. This two and half fold increase in the cost of the work should have been notified to the Council in advance of the work commencing

**15/014: RESOLVED that the Clerk write to the contractor asking them to reconsider the level of the invoice.**

**Proposed: Cllr. Chamley. Seconded: Cllr. Neubauer. For: All**

- 2) Financial Statement. (Items to be approved for payment and signed as per payment schedule).** The six invoices including the Clerks' Salary were passed around for all Councillors to have a look at and agree.

**15/015: RESOLVED that after further consideration the six cheques detailed on the payment schedule be authorised for payment.**

**Proposed: Cllr. Chamley. Seconded: Cllr. Neubauer. For: All**

- 3) Monthly Budget Information.** The Clerk had sent round details prior to the meeting. No questions were asked.

- 4) Expenses.** The Clerk had circulated the updated expenses. No questions were asked.

**15/016: RESOLVED that after further consideration the updated expenses for the Clerk be approved.**

**Proposed: Cllr. Chamley. Seconded: Cllr. Langley. For: All**

- 5) 2014/15 Audit.**

**15/017: RESOLVED that Mr. John Turner be asked to complete the Internal Audit for 2014/15.**

**Proposed: Cllr. Chamley. Seconded: Cllr. Neubauer. For: All**

**15/037: Correspondence**

The Clerk informed the Council that she was following up a report of flooding at 1 Swan Grove. She confirmed that she would keep the Council updated on any developments.

The Clerk asked Cllrs if as in previous years the Annual Parish Meeting should be held with Wakes Colne Parish Council. It was agreed that it should be held with Wakes Colne Parish Council on the 18<sup>th</sup> May. The Clerk agreed to liaise with Wakes Colne Parish Council.

**15/038: Chairman & Clerk's Report**

This was circulated prior to the meeting, no questions were asked.

**15/039: Future Agenda Items**

Village Ranger  
Purchase of Levings Charity Land  
Orchard Place  
Risk Assessment

Cllr Chamley thanked everyone for attending and the meeting closed at 9.25pm. The date of the next meeting is Monday 9<sup>th</sup> March 2015.

Signed:.....

Chairperson of the Parish Council

Date: 9<sup>th</sup> March 2015