

# CHAPPEL PARISH COUNCIL

## MINUTES OF THE MEETING HELD ON MONDAY 7<sup>TH</sup> DECEMBER 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. A. Cox, P. Dent, A. Langley, N. Ingram, P. Neubauer, K. Rolls  
**Clerk:** Mrs. H. Cook  
**Also Present** Cllr P. Chillingworth and one member of the public

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| <b>15/202</b> | <p><b><u>WELCOME AND APOLOGIES FOR ABSENCE</u></b></p> <p>Cllr Chamley welcomed everybody to the meeting. Cllr Ingram and Neubauer had informed the Council that they would arrive late to the meeting.</p>   |  |
| <b>15/203</b> | <p><b><u>DECLARATION OF INTERESTS</u></b></p> <p>Cllr Langley &amp; Rolls declared a pecuniary interest on 15/215 due to both renting an allotment plot.</p> <p>Cllrs requested to the clerk that a dispensation regarding the budget be made in order to participate and vote.</p> <p>The Clerk granted a dispensation.</p>  |  |
| <b>15/204</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 Order 2A.</p> <p>One member of the public spoke regarding concern over CBC and Highways not attending the site of planning applications and therefore in some cases making decisions on applications with incorrect facts.</p> <p>7.40pm Cllr Neubauer arrived.</p> <p>Cllr Langley had received two concerns from residents:</p> <p>The lights in the lobby area of the flats in Swan Grove were constantly on. Residents had reported this but nothing had been done. Cllr Chillingworth agreed to look into this.</p> <p>The hedge outside Bridgewick Cottages was now obstructing the footpath, this had been reported to Highways: Ref: 2432103.</p> | <p style="text-align: center;"><b>CLLR<br/>CHILLINGWORTH</b></p> <p style="text-align: center;"><b>CLERK</b></p> |
| <b>15/205</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>❖ The Bures Road Footpath Ltd had not been successful in obtaining CIF funding in the November round, as their form had not been received. Mr Taylor was chasing this up, as the application had been sent through.</li> </ul> <p>8.45pm Cllr Ingram arrived.</p>   |  |
| <b>15/206</b> | <p><b><u>CONFIRMATION OF MINUTES – MEETING HELD MONDAY 9<sup>TH</sup> NOVEMBER 2015.</u></b></p> <p>Draft minutes of the meeting held on Monday 9<sup>th</sup> November 2015 had been circulated prior to</p>   |  |

Chairman's Signature

Approved Minutes – Full Council 7<sup>th</sup> December 2015

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| 15/106 | <p>the meeting. All agreed that these were a true record of the meeting. Cllr Neubauer and Rolls abstained due to not being present at the meeting.</p> <p><b>RESOLVED that the minutes of the meeting held on Monday 9<sup>th</sup> November 2015 were a true record of the meeting.</b></p> <p><b>Proposed: Cllr. Langley. Seconded: Cllr. Cox. For: 5 Abstain: 2</b></p>   |                           |
| 15/207 | <p><b><u>PLANNING APPLICATIONS</u></b></p> <p><b>PLANNING APPLICATION: 152352.</b> LAND TO THE NORTH OF MILL BUILDINGS WAKES COLNE MILLS, COLCHESTER ROAD, WAKES COLNE, COLCHESTER, CO6 2BY. PROPOSED ERECTION OF 6 NO. DWELLINGS WITH ASSOCIATED GARAGES AND PARKING WITH NEW SHARED ACCESS AND ASSOCIATED WORKS.</p> <p>Cllrs discussed this application. Although not in Chappel, residents are affected by the development so Cllrs decided that comments should be made to CBC.</p> <p>The Council agreed to object to this application on the following grounds:</p> <ul style="list-style-type: none"> <li>• This application falls outside the settlement boundary and although being included in the call for sites, the process has not been concluded and therefore should hold no bearing on this current application.</li> <li>• The Council are concerned regarding the overdevelopment of the site and in turn the increased amount of traffic which will need to use a single track lane to access the properties, with no passing point on its stretch.</li> <li>• Access to and from the site is from the A1124, which at this particular point has poor visibility in both directions. This part of the road in question has issues with water/ice coupled with the fact that although marked as a 30mph road, many motorists exceed this. This has been a problem site for accidents and Cllrs noted that several have taken place this year.</li> </ul> <p>Cllrs also asked the Clerk to contact Highways in order to confirm that a site visit took place prior to their decision.</p> <p><b>RESOLVED that Clerk was instructed to send comments of objection to Colchester Borough Council Planning Department.</b></p> <p><b>Proposed: Cllr. Dent. Seconded: Cllr. Rolls. For: All.</b></p> | <p>CLERK</p> <p>CLERK</p> |
| 15/208 | <p><b><u>ORCHARD PLACE</u></b></p> <p>Cllr Chillingworth gave a report regarding the latest arrival of accommodation onto the site. He reported that Vernons Road had been blocked for 4 days as the accommodation was stuck between the banks of the road. Although contacting the authorities no assistance was given. Cllr Chillingworth confirmed that he had written to the Police Crimes Commissioner to complain about the lack of assistance. He was also concerned that no signs were put up to warn drivers of the danger ahead.</p> <p>The Clerk reported that CBC had made contact with the owners regarding the planting scheme. This was to be undertaken by an external party. No time scale was given.</p> <p>Cllr Chamley had received reports that there was now no fencing around the site and that children from the properties were going onto neighbours land. Cllrs asked the Clerk to write to CBC reporting this and asking for a site visit to occur in order to ensure that all conditions were being met.</p>   | <p>CLERK</p>              |

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| <b>15/209</b> | <p><b><u>SWAN GROVE PARKING</u></b></p> <p>CBC Homes, Cllr Chillingworth and Cllr Langley held a site visit on the 11<sup>th</sup> November. It was discussed that green areas could be turned into parking spaces; however, this was a planning issue as this was not deemed as good practice. A discussion would need to take place with the Planning Department. Cllr Chillingworth would facilitate this and report back to the Council.</p>   | <b>CLLR<br/>CHILLINGWORTH</b>                                       |
| <b>15/210</b> | <p><b><u>PARISH PLAN</u></b></p> <p>Cllr Neubauer gave a report to the Council regarding the meeting which was had with Sandra Scott (Policy Planning Officer) in September.</p> <p>A brief summary:</p> <ul style="list-style-type: none"> <li>❖ Site reference 131 and 132 were not thought to be suitable due to a ribbon development between Great Tey and Chappel.</li> <li>❖ Site reference 152, 156, 157 and 211 were not considered to be suitable due to lack of pavement and safe access for children walking to and from Chappel School.</li> <li>❖ Site reference 114 was not on the plan. Further information had been requested from the land owner and at the time of the meeting nothing had been received. Sandra agreed to keep the PC informed if this changed.</li> </ul>  |   |
| <b>15/217</b> | <p>BROUGHT FORWARD ITEM 15/217</p> <p><b><u>VISION GROWTH CONFERENCE – URBAN SPRAWL</u></b></p> <p>The conference was attended by Cllr Rolls, Ingram and Dent. All agreed that this was a very informative, well presented, positive event. Cllrs asked how the group planned to take these matters further. Cllr Rolls agreed to contact the organisers and report back to Council.</p>   | <b>CLLR ROLLS</b>   |
| <b>15/211</b> | <p><b><u>HIGHWAY</u></b></p> <p>1) TO DISCUSS DRAINAGE AND PRIORITY OF THE ROAD FROM CHAPPEL TO GREAT TEY.</p> <p>Cllr Chamley confirmed that an update had been received from Cllr Anne Brown confirming that a Maintenance Team had identified several blocked gullies in the area which need to be cleared. Drainage works have now been raised to address this and it is anticipated that the gully clearance will be carried out in January 2016. As part of the engineer's investigation into the gullies, a water leak was also observed. Anglian Water have been made aware of this issue and been asked to investigate and repair the problem.</p> <p>A number of the ditches adjoining the roads in the area were also assessed as being blocked. The Maintenance Team is currently in the process of contacting the relevant landowners to alert them to the issue and remind them of their obligations in keeping the waterways clear.</p> <p>2) UPDATE FROM CLLR DENT REGARDING THE LACK OF CAT'S EYES IN THE ROAD FROM ROSE CORNER TO THE VIADUCT.</p> <p>Cllr Dent is currently chasing this and will report back in January.</p> <p>3) RESPONSE FROM SPEEDWATCH VOLUNTEER ARTICLE.</p> <p>No response had been received from residents. Cllr Dent had confirmed that he had written a personal article for the magazine and Cllrs agreed to bring this item back in January.</p> | <p><b>CLLR DENT</b></p> <p><b>JANUARY</b></p>                       |
| <b>15/212</b> | <p><b><u>PLAY AREA</u></b></p> <p>1) TO AGREE NEXT CLLR FOR PLAY EQUIPMENT CHECKS.</p> <p>Cllr Ingram agreed to check the play equipment until the January meeting. Cllr Chamley &amp; Dent agreed to rake over the bark at the play area.</p>   | <p><b>CLLR INGRAM</b></p> <p><b>CLLR CHAMLEY &amp;<br/>DENT</b></p> |

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| 15/108 | <p>2) TO DISCUSS THE QUOTES FOR A SHELTER/EQUIPMENT AND POSSIBLE FUNDING.</p> <p>Cllr Langley reported that Bradfield Combust with Stanningfield PC who have recently installed a youth shelter like the one the PC are looking at were generally very happy, although the perspex is very soft with regards to scratched graffiti.</p> <p>Cllr Ingram confirmed that he would contact the supplier to confirm ease of replacing panels.</p> <p><b>RESOLVED that the PC would pursue an up to date quote and confirm that the perspex shelter was suitable for the site.</b></p> <p><b>Proposed: Cllr. Chamley. Seconded: Cllr. Cox. For: All.</b></p> <p>Cllrs discussed the four proposed pieces of play equipment the trim trail was discounted. The Clerk suggested engaging the school children in the decision as they were the ones that used the park. Cllr Langley agreed to speak to Miss Ingram at the school. Cllr Cox along with the Clerk would look for another option of play equipment to bring back to the January meeting.</p> | <p><b>CLLR INGRAM</b></p> <p><b>CLLR LANGLEY</b></p> <p><b>CLLR COX &amp; CLERK</b></p> |
| 15/213 | <p><u>VILLAGE SIGN</u></p> <p>The Clerk confirmed that Wakes Colne PC had decided to also have their side repainted. The Clerk would now contact the contractor to start work.</p>  | CLERK   |
| 15/214 | <p><u>GRASS CUTTING CONTRACT</u></p> <p>Cllrs discussed the updated grass cutting contract.</p> <p><b>RESOLVED that the contract for 2016 be issued to JPB Landscapes.</b></p> <p><b>Proposed: Cllr. Chamley. Seconded: Cllr. Ingram. For: All</b></p>  | CLERK   |
| 15/215 | <p><u>ALLOTMENTS</u></p> <p>The plot holder of number 8 had requested if it would be possible if his plot could be halved. The clerk confirmed that she had received a request from an interested party for a half plot. The Clerk confirmed that we still had a full vacant plot. It was agreed to put the vacancy in the village reporter.</p> <p><b>RESOLVED that allotment plot 8 becomes two halves – 8a and 8b.</b></p> <p><b>Proposed: Cllr. Chamley. Seconded: Cllr. Neubauer. For: All</b></p>   | CLERK   |
| 15/216 | <p><u>PARISH CALENDAR</u></p> <p>Cllrs discussed the meeting dates for 2016 and the location.</p> <p><b>RESOLVED that the meetings would remain on the 2<sup>nd</sup> Monday of the month at the Village Hall, apart from the February meeting which would be held on the 1<sup>st</sup>.</b></p> <p><b>Proposed: Cllr. Chamley. Seconded: Cllr. Langley. For: All</b></p>  |   |
| 15/218 | <p><u>WATER &amp; WHERE IT GOES PROJECT?</u></p> <p>The project was discussed and agreed that if volunteers could be found this would be beneficial for the village along with the Water Authority and Environmental Agency. The Clerk was asked to speak to Wakes Colne to consider coming together for a joint project.</p>   | CLERK   |
| 15/219 | <p><u>FINANCIAL MATTERS</u></p> <p>1) <b>FINANCIAL STATEMENT.</b></p> <p>The seven invoices including the Clerks' Salary were passed around for all Councillors to have a look at and agree.</p> <p style="text-align: right;">Cheque<br/>Number _____ £ p</p>  |   |

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|        | <p>Essex Pension Fund (November) 701426 91.74</p> <p>H Cook (November Salary) 701427 395.08</p> <p>H Cook (November Expenses) 701428 57.09</p> <p>Chappel &amp; Wakes Colne Village Hall 701429 35.00</p> <p>Chappel &amp; Wakes Colne Village Hall 701430 35.00</p> <p>JPB Landscapes 701431 103.44</p> <p>Anglian Water 701432 23.36</p> <p><b>Total 740.71</b></p> <p>Less VAT Content 0.00</p> <p><b>Total Excluding VAT 740.71</b></p>   |       |
| 15/111 | <p><b>RESOLVED that after further consideration the seven cheques detailed on the payment schedule be authorised for payment.</b></p> <p><b>Proposed: Cllr. Langley. Seconded: Cllr. Chamley. For: All.</b></p> <p><b>2) MONTHLY BUDGET INFORMATION.</b></p> <p>The Clerk had sent round details prior to the meeting. No questions were asked.</p> <p><b>3) EXPENSES</b></p> <p>Cllr Chamley confirmed that the expenses recoverable for the Clerk were last reviewed in February 2015. Cllr Ingram confirmed that after investigation a contracted phone was not financially viable. Discussions were had that a sum could be agreed to pay the clerk for phone calls, however the Clerk explained that this could then hold tax implications that would need to be investigated.</p> |       |
| 15/112 | <p><b>RESOLVED that after further consideration the current expenses amount and system remain the same, this will be reviewed in 2016.</b></p> <p><b>Proposed: Cllr. Chamley. Seconded: Cllr. Neubauer. For: All.</b></p>   |       |
| 15/113 | <p><b>4) TRANSPARENCY CODE BRIEFING</b></p> <p><b>RESOLVED that after further consideration the Clerk be allowed to attend the Transparency Code briefing.</b></p> <p><b>Proposed: Cllr. Chamley. Seconded: Cllr. Neubauer. For: All.</b></p>   | CLERK |
| 15/114 | <p><b>5) BUDGET 2016/17</b></p> <p>The Clerk had circulated the proposed budget for 2016/17 including the grants from CBC. The budget was discussed and it was agreed to not increase the precept for 2016/17.</p> <p><b>RESOLVED that after further consideration the Clerk revise the budget and send this information to Colchester Borough Council confirming that no increase to the precept will take place.</b></p> <p><b>Proposed: Cllr. Langley. Seconded: Cllr. Chamley. For: All.</b></p>  | CLERK |
| 15/220 | <p><b><u>CORRESPONDENCE RECEIVED</u></b></p> <p>The Clerk had emailed information throughout the month.</p> <p>The Clerk reported that the length of Crepping Hall Road from its junction with Vernons Road to its junction with Chappel Road and Hems Road will be closed on the 16<sup>th</sup> December for 3 days while replacement of overhead lining and poles are undertaken.</p> <p>A site visit with regards to the WW2 defences scheme would be scheduled in the New Year.</p>  |       |
| 15/221 | <p><b><u>CHAIRMAN &amp; CLERK'S REPORT</u></b></p> <ul style="list-style-type: none"> <li>❖ Allotment Plot 9 is still available.</li> <li>❖ No update yet received from the Planning Inspectorate on the appeals, the clerk</li> </ul>  |       |

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|               | <p>would continue to monitor this.</p> <ul style="list-style-type: none"> <li>❖ The Planning Session run by CBC would be attended by, Cllr Dent, Ingram, Cox and Rolls.</li> <li>❖ The Clerk re-reported the footpath defect on the Street, reference no: 2431614</li> <li>❖ The Clerk and Chairman are working on documentation in order to apply for the Foundation Local Council Award Scheme.</li> <li>❖ Essex Police &amp; Fire Service are looking for two volunteers from each Parish to become Parish Safety Volunteer, further details will be put on the website/Facebook.</li> </ul> |  |
| <b>15/222</b> | <p><b><u>FUTURE AGENDA ITEMS</u></b></p> <p>Play Area<br/>Highway<br/>Swan Grove Parking<br/>Fencing quote</p> <p>Cllr Chamley thanked everyone for attending and wished everyone a Merry Christmas and closed the meeting 9.30pm. The date of the next meeting is Monday 11<sup>th</sup> January 2016.</p> <p>Signed:.....</p> <p>Chairperson of the Parish Council</p> <p style="text-align: right;">Date: 11<sup>th</sup> January 2016.</p>  |  |

MRS HELEN COOK

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