

# CHAPPEL PARISH COUNCIL

## **MINUTES OF THE PARISH MEETING HELD ON MONDAY 10<sup>TH</sup> APRIL 2017 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, N. Ingram, A. Langley, P. Neubauer, K. Rolls  
**Clerk:** Mrs. H. Cook  
**Also Present** Cllr Peter Chillingworth, Mr Gary Cole & four members of the public.

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<b>17/062</b>	<b><u>WELCOME AND APOLOGIES FOR ABSENCE</u></b>  Cllr Chamley welcomed everybody to the meeting.
<b>17/063</b>	<b><u>DECLARATION OF INTERESTS</u></b>  Cllr Langley declared an interest over the village track due to being a Director of the Millennium Trust.  Cllr Chamley explained that the CBC Monitoring Officer had advised Chappel Parish Council to seek a dispensation to discuss Broadband 17/070 regarding funds.
<b>17/021</b>	<b>RESOLVED that the Cllrs be granted a dispensation to discuss 17/070 on the agenda and if appropriate to make a decision.</b> Proposed: Cllr. Chamley. Seconded: Cllr. Langley. For: All
<b>17/064</b>	<b><u>GUEST SPEAKER – ZONE WARDEN, GARY COLE</u></b>  Gary Cole spoke briefly on the changes to waste collection:  <ul style="list-style-type: none"> <li>❖ Changes will take place in late June.</li> <li>❖ There will be fortnightly collections for black bags</li> <li>❖ 3 bags maximum will be collected.</li> <li>❖ Clear bin sacks will be delivered in May, these will remain free.</li> <li>❖ No black sacks will be delivered.</li> <li>❖ 4 free white garden sacks per property will be available from June. Maximum of 4 per collection.</li> <li>❖ An extra green box to separate out glass from tins can be collected from local libraries and also Marks Tey Parish Council Offices.</li> <li>❖ Flats will not be affected.</li> <li>❖ Residents will be able to apply for an exemption due to medical waste, nappies etc. Full details will be available on the website in due course.</li> <li>❖ <a href="http://www.colchester.gov.uk/article/20102/Introduction">http://www.colchester.gov.uk/article/20102/Introduction</a></li> </ul>
<b>17/065</b>	<b><u>PUBLIC PARTICIPATION SESSION WITH RESPECT TO ITEMS ON THE AGENDA AND OTHER MATTERS THAT ARE OF MUTUAL INTEREST</u></b>  Members of the public spoke about Knights Farm. Concern was raised over the length of time it was taking for a full application to be submitted. Cllr Chamley read out the latest response from the Enforcement Officer confirming that serving a notice at this stage would be counterproductive as any notice would likely be appealed and this could take 8-12 months to be reviewed by the Planning Inspectorate.
<b>17/066</b>	<b><u>WARD &amp; COUNTY COUNCILLORS TO ADDRESS THE MEMBERS IF PRESENT</u></b>  <b><i>WARD COUNCILLOR PETER CHILLINGWORTH / COUNTY COUNCILLOR ANNE BROWN</i></b>  Cllr Chillingworth spoke briefly: <ul style="list-style-type: none"> <li>❖ An extra green recycling box could be collected from Marks Tey Parish Hall Tuesday or Thursdays</li> </ul>

	<p>9.30-3.30.</p> <p>❖ Mayor's sponsored walk would be taking place on the 22<sup>nd</sup> April, Bures to Dedham.</p>
17/067	<p><u>CONFIRMATION OF MINUTES</u></p>
17/022	<p><b>RESOLVED</b> that the minutes of the meeting held on Monday 13<sup>th</sup> March 2017 were a true record of the meeting. Cllr Rolls, Neubauer &amp; Ingram were not present at this meeting.</p> <p>Proposed: Cllr. Langley. Seconded: Cllr. Cox. For: 4 Abstain: 3.</p>
17/068	<p><u>PLANNING APPLICATIONS:</u></p> <p>UPDATE ON PLANNING APPLICATION: 161466. DIRECT MEATS, KNIGHTS FARM, SWAN STREET, CHAPPEL.</p>
17/023	<p><b>RESOLVED</b> that the Clerk contact the Planning Officer and Enforcement Officer to relay the concern of how long the process is taking and to seek clarification on timescales.</p> <p>Proposed: Cllr. Neubauer. Seconded: Cllr. Langley. For: All.</p>
17/069	<p><u>ORCHARD PLACE</u></p> <p>The Clerk had not received any update from Enforcement.</p>
17/024	<p><b>RESOLVED</b> that the Clerk contact the Planning Officer and Enforcement Officer to ask why the conditions on this site have not been upheld.</p> <p>Proposed: Cllr. Langley. Seconded: Cllr. Cox. For: All.</p> <p>Cllr Chillingworth also confirmed he would be sending a separate letter.</p>
17/070	<p><u>BROADBAND</u></p> <p>Mr Herskind Nightingale confirmed that 57 Better Broadband vouchers had been applied for. 23 vouchers had been blocked however this had now been rectified. Due to this delay the deadline for BT Community Fibre had passed and Mr Herskind Nightingale was in conversations whether this could be extended.</p> <p>There would still be a shortfall in order to proceed with the project. Cllr Chillingworth confirmed that he could apply for £300-£400 from the Locality Budget. Cllr discussed whether the Parish Council could offer a grant of £2,200 as this would allow the project to progress and would enable more residents in Chappel access to better broadband.</p> <p>Mr Herskind Nightingale confirmed that he would look into whether further grants could be accepted for the project or whether this was classified as double funding and therefore was not an option.</p> <p>Cllr Dent asked Mr Herskind Nightingale whether he had contacted Bernard Jenkins MP to discuss the project. Mr Mr Herskind Nightingale confirmed that he had not done this.</p>
17/025	<p><b>RESOLVED</b> that the Parish Council would offer up to £2,200 towards the broadband project providing that</p> <ol style="list-style-type: none"> <li>BT Community Fibre confirmed that a grant from the Parish Council would not count as double funding.</li> <li>the grant cheque could be written to the Project Provider directly. No money to be sent via a third party.</li> <li>a receipt would be given to the Parish Council confirming the spend.</li> </ol> <p>Proposed: Cllr. Langley. Seconded: Cllr. Chamley. For: All.</p>
17/071	<p><u>SPEED WATCH</u></p> <p>Cllr Dent confirmed that some sessions had taken place since the last Parish Council meeting.</p> <p>Cllr Dent confirmed that he had received notification that permanent signs for Speed Watch were currently not permitted.</p> <p>Cllr Dent confirmed that the portable Speed Watch signs were not a legal requirement as confirmed by Adam</p>

	<p>Pipe from Essex Police. Adam Pipe had placed an order for a lighter portable sign in order to aid the volunteers.</p> <p>The Deputy Police and Crime Commissioner would be meeting some of the Speed Watch team with Cllr Chamley on the 27<sup>th</sup> April at 2pm.</p>																												
17/072	<p><b><u>NEIGHBOURHOOD WATCH</u></b></p> <p>Cllr Dent was in the process of inviting the Neighbourhood Watch co-ordinator to the Annual Parish Assembly Meeting, he would keep the Parish Council posted.</p>																												
17/073	<p><b><u>VILLAGE TRACK</u></b></p> <p>The Clerk had written to Mr Barron asking for a quote. This would be brought back to the May meeting.</p>																												
17/074	<p><b><u>PARISH COUNCIL LIGHTS</u></b></p> <p>The Clerk had received a quote from the current contractor to upgrade the Parish Council lights to LED. The Clerk was asked to seek some further information regarding cost and bring the item back to the May meeting.</p>																												
17/075	<p><b><u>PLAY AREA</u></b></p> <p>1) TO AGREE NEXT CLLR FOR PLAY EQUIPMENT CHECKS.</p> <p>Cllr Ingram had confirmed he would check the play equipment until the May meeting; paperwork had been handed to the Clerk. It was confirmed that the Annual Play Area inspection would take place in May.</p> <p>2) FUNDING UPDATE</p> <p>Cllr Ingram had concluded discussions with the supplier regarding surface material and confirmed that there would be more material than first realised.</p>																												
17/026	<p><b>RESOLVED that Proludic be contacted to confirm the quote of £15,974 for the Monkey Bars, Teen Shelter and associated surfacing be taken up and a date for works to begin be arranged. The Clerk was also asked to contact CBC in order for the S106 money to be released.</b></p> <p><b>Proposed: Cllr. Cox. Seconded: Cllr. Ingram. For: All.</b></p>																												
17/076	<p><b><u>TRAINING</u></b></p> <p>Code of Conduct Training run by CBC Monitoring Officer was held on the 14<sup>th</sup> March. Cllr Chamley, Dent, Langley and the Clerk attended. The associated papers were passed to all other Cllrs.</p> <p>Election Procedures Training run by CBC Monitoring Officer was held on the 17<sup>th</sup> March. This was attended by the Clerk and associated papers had been passed to the rest of the Council.</p>																												
17/077	<p><b><u>FINANCIAL MATTERS 2016/17</u></b></p> <p>1) <b>FINANCIAL STATEMENT.</b></p> <p>The seven invoices including the Clerks' Salary were passed around for Councillors present to vet and agree.</p> <table border="1"> <thead> <tr> <th></th> <th></th> <th style="text-align: center;">Cheque</th> <th></th> </tr> <tr> <th></th> <th></th> <th style="text-align: center;">Number</th> <th style="text-align: center;">£ p</th> </tr> </thead> <tbody> <tr> <td>H Cook</td> <td>March Salary</td> <td style="text-align: center;">SO</td> <td style="text-align: center;">398.80</td> </tr> <tr> <td>Essex Pension Fund</td> <td>March Pension</td> <td style="text-align: center;">SO</td> <td style="text-align: center;">95.89</td> </tr> <tr> <td>A &amp; J Lighting</td> <td>Repair to Pippin Hill Light</td> <td style="text-align: center;">DD</td> <td style="text-align: center;">115.20</td> </tr> <tr> <td>H Cook</td> <td>March Expenses</td> <td style="text-align: center;">701509</td> <td style="text-align: center;">16.33</td> </tr> <tr> <td>Wakes Colne Parish</td> <td>Village Hall shared cost, training</td> <td style="text-align: center;">701510</td> <td style="text-align: center;">5.00</td> </tr> </tbody> </table>			Cheque				Number	£ p	H Cook	March Salary	SO	398.80	Essex Pension Fund	March Pension	SO	95.89	A & J Lighting	Repair to Pippin Hill Light	DD	115.20	H Cook	March Expenses	701509	16.33	Wakes Colne Parish	Village Hall shared cost, training	701510	5.00
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	N Ingram Colchester Borough Council	Reimbursement - Strimmer Service Street Lighting Electricity	701511 701512	72.40 144.79																																
			<b>Total</b>	<b>848.41</b>																																
		Less VAT Content		<u>36.19</u>																																
		<b>Total Excluding VAT</b>		<b><u>812.22</u></b>																																
17/026	<b>RESOLVED that after further consideration the seven payments detailed on the schedule be authorised for payment.</b>																																			
	<b>Proposed: Cllr. Chamley. Seconded: Cllr. Neubauer. For: All.</b>																																			
	<b>2) FINAL BUDGET STATEMENT FOR 2016/17</b>																																			
	The Clerk had circulated this prior to the meeting. No questions were asked.																																			
17/027	<b>3) FINAL ACCOUNTS 2016/17 BEFORE SUBMITTING TO INTERNAL AUDITOR.</b>																																			
	<b>RESOLVED that after further consideration the final Accounts for 2016/17 be signed ready for submitting to the Internal Auditor.</b>																																			
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17/028	<b>4) VAT CLAIM 2016/17</b>																																			
	<b>RESOLVED that after further consideration the VAT Claim be 2016/17 be submitted.</b>																																			
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17/029	<b>3) TO CONFIRM STANDING ORDERS AND DIRECT DEBITS FOR 2016/17</b>																																			
	<b>RESOLVED that Standing Orders for the Clerk's salary and pension should be altered to reflect the pay increase from the 1<sup>st</sup> April 2017. The letter to Barclays Bank altering these figures was signed by all bank signatories.</b>																																			

	<b>Proposed: Cllr. Chamley. Seconded: Cllr. Langley. For: All.</b>
17/079	<p><b><u>CORRESPONDENCE RECEIVED</u></b></p> <ul style="list-style-type: none"> <li>❖ The Clerk had emailed information throughout the month.</li> <li>❖ An invitation from the Gliding Club for their open weekend (17<sup>th</sup>/18<sup>th</sup> June) was read out.</li> <li>❖ Cllr Chamley &amp; Ingram had attended the opening of the Thompson Educational Centre at EARM.</li> <li>❖ The Annual Police Conference was being held on the 7<sup>th</sup> June, interested Cllrs should contact the Clerk.</li> </ul>
17/080	<p><b><u>CHAIRMAN &amp; CLERK'S REPORT</u></b></p> <p>Cllr Chamley confirmed that she would not be able to make the May meeting, Cllr Neubauer confirmed that he would be able to chair the meeting.</p>
17/081	<p><b><u>FUTURE AGENDA ITEMS</u></b></p> <p>Play Area/Inspection Orchard Place Speed Watch Broadband</p> <p>Cllr Chamley thanked everyone for attending and closed the meeting 9.04pm. The date of the next meeting is Monday 8<sup>th</sup> May 2017.</p> <p>Signed:.....</p> <p>Chairperson of the Parish Council</p> <p style="text-align: right;">Date: 8<sup>th</sup> May 2017.</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](mailto:parishclerk@chappel.org)

Chairman's Signature

Approved Minutes – Full Council April 10<sup>th</sup> 2017