

# CHAPPEL PARISH COUNCIL

## MINUTES OF THE PARISH MEETING HELD ON MONDAY 10<sup>TH</sup> JULY 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, A. Langley, N. Ingram  
**Clerk:** Mrs. H. Cook  
**Also Present** Cllr Chillingworth & fourteen members of the public

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<b>17/132</b>	<p><b><u>WELCOME AND APOLOGIES FOR ABSENCE</u></b></p> <p>Cllr Chamley welcomed everyone to the meeting. Apologies had been received from Cllr Cox due to family commitments and from Cllr Neubauer due to work commitments.</p> <p>Cllr Chamley read out Standing Order 2A.</p>
<b>17/133</b>	<p><b><u>DECLARATION OF INTERESTS</u></b></p> <p>No declarations were made.</p>
<b>17/134</b>	<p><b><u>PARISH COUNCIL VACANCY</u></b></p> <p>Cllr Chamley confirmed that no Election had been called by residents and that Colchester Borough Council had confirmed that Chappel Parish Council could now co-opt. The deadline for applications would be the 5<sup>th</sup> September and any interested members of the public could contact the Clerk for further information. Details would be posted on the noticeboard and website.</p> <p>It was agree to bring forward item 17/141.</p>
<b>17/141</b>	<p><b><u>BROADBAND</u></b></p> <p>Mr Herskind Nightingale gave the Parish Council an update on the project:.</p> <ul style="list-style-type: none"> <li>❖ Some properties have been included in Superfast Essex phase 3 - but two roads have been left out.</li> <li>❖ Most of the properties along the A1124 east of the viaduct are scheduled to have fibre to the property (FTTP) available before December 2019. The provider is Gigaclear.</li> <li>❖ Most properties on Spring Gardens Road, Vernons Road and the outliers at Broom House corner are not included in the phase 3 rollout plan.</li> <li>❖ Keen for all properties to be included.</li> <li>❖ Are residents still keen for Mr Herskind Nightingale to continue as Broadband Champion?</li> </ul> <p>Cllrs thanked Mr Herskind Nightingale for all his work on this project and confirmed that they were happy for him to continue as Broadband Champion for Chappel.</p>
<b>17/135</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>Several members of the public spoke about the following issues:</p> <ul style="list-style-type: none"> <li>❖ Local Plan – two entrances needed for the proposed site at Chappel Hill.</li> <li>❖ It was asked if the results from the LHP traffic survey had been received. The Clerk confirmed that she had chased this up but had not yet received a reply.</li> <li>❖ Speeding: 3 accidents on the A1124 in 4 days.</li> <li>❖ Concern over narrow pavements and the speed of vehicles.</li> <li>❖ Speed on Swan Street and the concern of passing vehicles especially due to the steep high banks on the edge of the road.</li> <li>❖ The lack of signage for the play area upgrade and the tone used from the contractors.</li> </ul>

Chairman's Signature

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

	<p>A member of the public spoke about the Direct Meats application and raised the following points:</p> <ul style="list-style-type: none"> <li>❖ That CBC had confirmed that Planning Contravention Notice would be served shortly. Cllrs asked the Clerk to contact Enforcement for an update.</li> </ul>
<b>17/136</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 raised the following points:</p> <ul style="list-style-type: none"> <li>❖ Confirmed that a Planning Contravention Notice would be served on Knights Farm. The Enforcement Manager was now involved with the case and legal advice was being sought.</li> <li>❖ A meeting with Wakes Colne, Great Tey, Mt Bures and Chappel Parish Council's had been arranged for Wednesday 2<sup>nd</sup> August at 7.30pm. 2 Cllrs from each Parish Council would be required to attend in order to discuss the traffic issues in these villages. A second meeting open to the public would then take place followed by a 3<sup>rd</sup> meeting where the relevant Authorities would be asked to attend.</li> <li>❖ Locality Budget would be in the region of £400-£500 depending on the projects put forward.</li> </ul> <p>Cllr Langley asked Cllr Chillingworth to follow up with the flooding problem at 1 Swan Grove.</p> <p>Cllrs agreed to move item 17/146 forward.</p>
<b>17/146</b>	<p><b><u>SPEED WATCH</u></b></p> <p>Cllr Dent spoke briefly on the following items:</p> <ul style="list-style-type: none"> <li>❖ Benefits of TRUCAM.</li> <li>❖ Huge support from Essex Police.</li> <li>❖ Five more volunteers have come forward and will be trained by Essex Police shortly.</li> <li>❖ It was asked that any road accidents be reported to Cllr Dent as a list was currently being compiled.</li> </ul> <p>Cllrs thanked the Speed Watch team.</p>
<b>17/137</b>	<p><b><u>CONFIRMATION OF MINUTES</u></b></p>
<b>17/061</b>	<p><b>RESOLVED that the minutes of the meeting held on Monday 12<sup>th</sup> June 2017 were a true record of the meeting.</b></p> <p><b>Proposed: Cllr. Langley. Seconded: Cllr. Dent. For: Three Abstain: One (Cllr Ingram was not present at the meeting).</b></p>
<b>17/138</b>	<p><b><u>PLANNING APPLICATIONS:</u></b></p> <p>1) PLANNING APPLICATION: 171415. MEADOW COTTAGE, BACONS LANE, CHAPPEL, COLCHESTER, CO6 2EB. FIRST FLOOR ROOF EXTENSION.</p>
<b>17/062</b>	<p><b>RESOLVED that the Parish Council comments of asking the Planning Officers to look at the side elevation and confirm that this would not overlook the neighbours had been sent to Colchester Borough Council Planning Department.</b></p> <p><b>Proposed: Cllr. Chamley. Seconded: Cllr. Langley. For: All</b></p>
<b>17/139</b>	<p><b><u>LOCAL PLAN</u></b></p> <p>Cllr Chamley read out the section relating to Chappel from the proposed Local Plan.</p>
<b>17/063</b>	<p><b>RESOLVED that the Clerk send comments requesting that two access points are available for the proposed development at Chappel Hill. One being into Swan Grove and the other a new entry on Chappel Hill. The Cllrs asked that it be noted that as part of the proposed development a new parking area is included in order</b></p>

	<p><b>to aid the congestion in Swan Grove.</b></p> <p><b>Proposed: Cllr. Langley. Seconded: Cllr. Dent. For: All</b></p>
17/140	<p><b><u>ORCHARD PLACE</u></b></p> <p>Residents had reported that the Fence panelling was still not in place, a constant water flow had been noted from the wash house and reports of the adjacent field being used as a toilet had been witnessed. Questions were raised regarding the septic tank being in operation. Cllrs asked the Clerk to send a letter to CBC raising these issues and asking for Enforcement to take place.</p>
17/142	<p><b><u>LIGHTING</u></b></p> <p>Cllr Chamley confirmed that complaints had been received from residents regarding the removal of the lantern opposite the school being replaced with an LED light. The Clerk confirmed that the lantern broke when being removed by the contractor. The cost to replace the lantern will be £525 plus £80 for an LED bulb. The LED head could then be placed on another post free of charge.</p> <p><b>RESOLVED that the light opposite the school be fitted with a replacement lantern and LED bulb and the LED head would be put on the light near Riverview on the A1124.</b></p> <p><b>Proposed: Cllr. Langley. Seconded: Cllr. Ingram. For: All.</b></p>
17/143	<p><b><u>LOCAL HIGHWAY PANEL</u></b></p> <p><b>UPDATE REGARDING THE LHP APPLICATION FOR CHAPPEL HILL TO SWAN STREET</b></p> <p>The Clerk confirmed that the Highway Liaison Officer would put Chappel Parish Council comments on file regarding considering 40 mph if 30mph was not viable.</p> <p><b>UPDATE REGARDING THE LHP APPLICATION FOR THE STREET</b></p> <p>The Clerk confirmed that the Speed survey had taken place; no results had yet been received.</p> <p><b>UPDATE REGARDING THE LHP APPLICATION FOR VEHICLE ACTIVATED SIGNS ON THE A1124</b></p> <p>The Clerk confirmed that the Speed survey had taken place; no results had yet been received.</p>
17/144	<p><b><u>VILLAGE HIGHWAY MEETING</u></b></p> <p><b>RESOLVED that Cllrs Chamley &amp; Dent would attend on behalf of Chappel Parish Council on the 2<sup>nd</sup> August at 7.30pm and then report back to the September meeting.</b></p> <p><b>Proposed: Cllr. Chamley. Seconded: Cllr. Langley. For: All.</b></p>
17/145	<p><b><u>PARKING ON A1124</u></b></p> <p>Cllr Chamley confirmed that a resident had reported dangerous parking on the A1124 outside Allan Cottages. It was agreed that the Clerk would contact NEEP &amp; Essex Police for advice.</p>
17/147	<p><b><u>NEIGHBOURHOOD WATCH</u></b></p> <p>The Clerk confirmed that Grahame Stehle had been invited to the October meeting. This would be advertised after the summer and Wakes Colne Parish Council would be invited to attend.</p>
17/148	<p><b><u>PLAY AREA</u></b></p> <p>1) TO DISCUSS PLAY AREA INSPECTION REPORT.</p> <p>The Clerk confirmed that the repairs that were needed to be carried out had been ordered and should be fitted in August.</p> <p>2) UPDATE ON THE PLAY AREA PROJECT.</p>

17/066	<p>Concern was raised over the wooden surround fixings. Cllr Langley agreed to check these and report back to the Clerk before the final sign off. Cllrs were concerned about the metal sign for the monkey bars. The Clerk was asked to report this to Proludic.</p> <p>3) TO DISCUSS ANY REQUIRED VISIT FROM ESSEX COUNTY COUNCIL REGARDING CIF FUNDING.</p> <p>The Clerk confirmed that no visit was required. Any advertising should mention the funding received from CIF.</p> <p>4) TO DISCUSS ADDING THE NEW EQUIPMENT TO THE INSURANCE POLICY.</p> <p>The Clerk confirmed that the current policy covered the equipment up to a value of £61,000.</p> <p><b>RESOLVED that the current insurance policy remain unchanged.</b> <b>Proposed: Cllr. Chamley. Seconded: Cllr. Langley. For: All.</b></p>																																																																								
17/149	<p><b>TRAINING</b></p> <p>Cllrs agreed that they would be interested in shared training, particularly if a new Cllr was co-opted. The Clerk would report back in September with more information.</p>																																																																								
17/150	<p><b>FINANCIAL MATTERS</b></p> <p>1) TRANSFER OF MONEY FROM SAVING ACCOUNT.</p> <p><b>RESOLVED that £10,000 be transferred from the saving account to the current account, to cover the Proludic cheque while waiting for the CIF funding.</b> <b>Proposed: Cllr. Chamley. Seconded: Cllr. Langley. For: All.</b></p> <p>2) FINANCIAL STATEMENT.</p> <p>The eleven invoices including the Clerks’ Salary were passed around for Councillors present to vet and agree.</p> <table><tr><th>Date</th><th>Payee</th><th>Description</th><th>Gross</th><th>VAT</th><th>Net</th></tr><tr><td>30/06/2017</td><td>Employee</td><td>Salary</td><td>£ 402.60</td><td>0</td><td>£ 402.60</td></tr><tr><td>30/06/2017</td><td>Essex Pension Fund</td><td>Pension</td><td>£ 96.85</td><td>0</td><td>£ 96.85</td></tr><tr><td>10/07/2017</td><td>Employee</td><td>Expenses</td><td>£ 44.98</td><td>3.58</td><td>£ 48.56</td></tr><tr><td>01/07/2017</td><td>A &amp; J Lighting</td><td>LED Light Fitting</td><td>£ 389.00</td><td>77.80</td><td>£ 466.80</td></tr><tr><td>10/07/2017</td><td>Playsafety Ltd</td><td>Annual Play Equipment Inspection</td><td>£ 84.00</td><td>16.80</td><td>£ 100.80</td></tr><tr><td>10/07/2017</td><td>Skyblue Creations Ltd</td><td>Annual Website hosting fee</td><td>£ 60.00</td><td>12.00</td><td>£ 72.00</td></tr><tr><td>10/07/2017</td><td>Proludic Ltd</td><td>Play Equipment</td><td>£ 15,974.00</td><td>3194.80</td><td>£ 19,168.80</td></tr><tr><td>10/07/2017</td><td>JPB Landscapes</td><td>Grass Cutting</td><td>£ 131.31</td><td>0.00</td><td>£ 131.31</td></tr><tr><td>10/07/2017</td><td>JPB Landscapes</td><td>Grass Cutting</td><td>£ 246.99</td><td>0.00</td><td>£ 246.99</td></tr><tr><td>15/07/2017</td><td>A &amp; J Lighting</td><td>Quarterly Maintenance</td><td>£ 77.27</td><td>15.45</td><td>£ 92.72</td></tr><tr><td colspan="3"></td><td>£ 17,507.00</td><td></td><td>£ 20,845.02</td></tr></table> <p><b>RESOLVED that after further consideration the eleven payments detailed on the schedule be authorised for payment. Proludic Ltd cheque would be released once the project had been signed off.</b> <b>Proposed: Cllr. Chamley. Seconded: Cllr. Dent. For: All.</b></p> <p>3) BUDGET STATEMENT</p> <p>The Clerk had circulated this prior to the meeting. No questions were asked.</p>	Date	Payee	Description	Gross	VAT	Net	30/06/2017	Employee	Salary	£ 402.60	0	£ 402.60	30/06/2017	Essex Pension Fund	Pension	£ 96.85	0	£ 96.85	10/07/2017	Employee	Expenses	£ 44.98	3.58	£ 48.56	01/07/2017	A & J Lighting	LED Light Fitting	£ 389.00	77.80	£ 466.80	10/07/2017	Playsafety Ltd	Annual Play Equipment Inspection	£ 84.00	16.80	£ 100.80	10/07/2017	Skyblue Creations Ltd	Annual Website hosting fee	£ 60.00	12.00	£ 72.00	10/07/2017	Proludic Ltd	Play Equipment	£ 15,974.00	3194.80	£ 19,168.80	10/07/2017	JPB Landscapes	Grass Cutting	£ 131.31	0.00	£ 131.31	10/07/2017	JPB Landscapes	Grass Cutting	£ 246.99	0.00	£ 246.99	15/07/2017	A & J Lighting	Quarterly Maintenance	£ 77.27	15.45	£ 92.72				£ 17,507.00		£ 20,845.02
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Chairman's Signature

17/069	<p>4) <b>FINANCIAL REGULATIONS</b></p> <p><b>RESOLVED</b> that the emergency spend in the Financial Regulations should be increased to £3,000. The Clerk would need to seek approval of 3 Cllrs and report this to the next Full Council meeting.  <b>Proposed: Cllr. Chamley. Seconded: Cllr. Dent. For: All.</b></p>
17/151	<p><u><b>CORRESPONDENCE RECEIVED</b></u></p> <p>The Clerk had emailed information throughout the month.</p>
17/152	<p><u><b>CHAIRMAN &amp; CLERK'S REPORT</b></u></p> <p>Cllr Chamley had received several concerns from residents on the developments at Southbourne. Cllrs asked the Clerk to let CBC know that construction was taking place and that the application of 160521 should be adhered to.</p>
17/153	<p><u><b>FUTURE AGENDA ITEMS</b></u></p> <p>Play Area  Orchard Place  Speed Watch  Broadband  Locality Budget  Local Highway Panel  Joint Highway Meeting</p> <p>Cllr Chamley thanked everyone for attending and closed the meeting 9.24pm. The date of the next meeting is Monday 11<sup>th</sup> September 2017.</p> <p>Signed:.....</p> <p>Chairperson of the Parish Council <span style="float: right;">Date: 11<sup>th</sup> September 2017.</span></p>

MRS HELEN COOK

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

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