

# CHAPPEL PARISH COUNCIL

## MINUTES OF THE PARISH MEETING HELD ON MONDAY 13<sup>TH</sup> MARCH 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, A. Langley  
**Clerk:** Mrs. H. Cook  
**Also Present** Two members of the public.

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17/040	<p><b><u>WELCOME AND APOLOGIES FOR ABSENCE</u></b></p> <p>Cllr Chamley welcomed everybody to the meeting. Cllr Rolls and Cllr Ingram had sent their apologies due to family commitments. Cllr Neubauer had sent his apologies due to work commitments.</p>
17/041	<p><b><u>DECLARATION OF INTERESTS</u></b></p> <p>Cllr Langley declared an interest over the village track due to being a Director of the Millennium Trust.</p>
17/042	<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>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. Questions were also asked whether the Enforcement Team could “stop the clock” by issuing an alleged planning breach notice. It was also raised whether the original planning application submitted in June should now be withdrawn.</p> <p>Cllrs asked the Clerk to contact the Planning Officer and Enforcement Officer to answer these queries raised.</p> <p>A member of the public spoke of concern about the A1124 as another accident took place on the 3<sup>rd</sup> March involving two cars; one of the cars drove off. Cllrs confirmed that the application for the Vehicle Activated Signs had been submitted to the Local Highway Panel. Cllrs asked the Clerk to inform them of this accident.</p>
17/043	<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 was not present.</p>
17/044	<p><b><u>CONFIRMATION OF MINUTES</u></b></p>
17/015	<p><b>RESOLVED</b> that the minutes of the meeting held on Monday 13<sup>th</sup> February 2017 were a true record of the meeting.</p> <p><b>Proposed:</b> Cllr. Dent. <b>Seconded:</b> Cllr. Cox. <b>For:</b> All</p>
17/045	<p><b><u>PLANNING APPLICATIONS:</u></b></p> <ol style="list-style-type: none"> <li>1) PLANNING APPLICATION: 170218. ROSEMARY COTTAGE, COLCHESTER ROAD, CHAPPEL, CO6 2AD. BUILD SINGLE STOREY 4.5 X 4 METRE EXTENSION FROM THE REAR PATIO DOORS OF THE PROPERTY. PLANS INCLUDE A SOLID ROOF WITH X 2 VELUX ROOF LIGHTS TO THE SOUTHERN ROOF AND THE GABLE END CONSISTING OF GLASS. STANDARD BRICK CONSTRUCTION WITH UPVC WINDOWS AND DOORS.</li> <li>2) PLANNING APPLICATION: 163212/163211. BRIDGEWICK HALL, THE STREET, CHAPPEL, COLCHESTER, CO6 2DD. INTERNAL AND EXTERNAL ALTERATIONS, DEMOLITION OF EXTENSIONS, CONSTRUCTION OF A NEW STAIR TURRET AND GARDEN ROOM, RE-RENDERING AND RE-ROOFING.</li> </ol>

Chairman's Signature

Approved Minutes – Full Council March 13<sup>th</sup> 2017

17/016	<p><b>RESOLVED that the Clerk was instructed to send comments of support to CBC Planning Department for applications 170218 &amp; 163212/163211.</b>  <b>Proposed: Cllr. Langley. Seconded: Cllr. Chamley. For: All.</b></p> <p>3) PLANNING APPLICATION: 161466. DIRECT MEATS, KNIGHTS FARM, SWAN STREET, CHAPPEL.</p> <p>Cllr Chamley read out an email from the Planning Enforcement Officer confirming that the Planning Agent for the site was currently waiting for full report before submitting them to Colchester Borough Council.</p> <p>Cllrs asked the Clerk to contact the Planning Officer and Enforcement Officer to answer the queries raised in Public Participation.</p>
17/046	<p><u><b>ORCHARD PLACE</b></u></p> <p>The Clerk had not received any update from Enforcement; this would be chased again for the April meeting.</p>
17/047	<p><u><b>BROADBAND</b></u></p> <p>Mr Herskind Nightingale was unable to attend the meeting. Cllr Chamley read out the report from Mr Herskind Nightingale confirming that 56 Better Broadband vouchers had been applied for and BT Community Fibre was in the process of validating these. If all 56 vouchers were accepted there would still be a shortfall of £4,781. Herskind Ltd would be willing to donate 50% of the shortfall (up to a maximum of £4,000). Cllr Chamley suggested a possible way forward by Chappel Parish Council funding a certain percentage of the shortfall. This would be put on the agenda for full discussion at the April meeting.</p>
17/048	<p><u><b>SPEED WATCH</b></u></p> <p>Cllr Dent confirmed that no sessions had taken place since the last Parish Council meeting. Cllr Dent confirmed that he attended the Speed Watch Group meeting on the 9<sup>th</sup> March at Kelvedon Park and gave a brief outline of what was discussed. Cllr Dent was concerned over the weight of the Speed Watch signs and was currently pursuing whether permanent signs could be placed in the village.</p> <p>New dates of either the 6<sup>th</sup> or 27<sup>th</sup> April had been sought for the Deputy Police and Crime Commissioner to meet with the Speed Watch team. The Clerk agreed to keep the Council updated when details had been finalised.</p>
17/049	<p><u><b>LOCAL HIGHWAY PANEL APPLICATION</b></u></p> <p>The Clerk confirmed that the VAS Application to the Local Highway Panel had been submitted.</p>
17/050	<p><u><b>PARKING AT ROSE GREEN</b></u></p> <p>Three responses had been received regarding the letter that had been sent out to residents asking them for their thoughts on the NEEP proposed plans. Concern was had over moving the issue to more unsuitable locations.</p> <p>Cllrs agreed that there was no easy solution and that parking had seemed too ease slightly after the letter. No action would currently be taken. The Parish Council would look at this again if contacted by residents.</p>
17/051	<p><u><b>VILLAGE TRACK</b></u></p> <p>The Clerk had written to Mr Barron asking for a quote. This would be brought back to the April meeting.</p>
17/052	<p><u><b>PLAY AREA</b></u></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 April meeting</p> <p>2) FUNDING UPDATE</p> <p>This would be brought back to the April meeting, when Cllr Ingram could report back to the Council.</p>

17/053	<p><b>TREE SURVEY</b></p> <p>Cllr Langley confirmed that the Millennium Trust had received the report and confirmed that action had been taken.</p> <p>Cllr Chamley confirmed that the Trees in questions had been actioned by JPB Ltd and that another tree report would be due in January 2020.</p>																																												
17/054	<p><b>ASSET REGISTER</b></p> <p><b>RESOLVED that the Asset Register 2016/17 be signed by the Chair and Clerk.</b></p> <p><b>Proposed: Cllr. Cox. Seconded: Cllr. Chamley. For: All.</b></p>																																												
17/055	<p><b>RISK ASSESSMENT SCHEDULE</b></p> <p><b>RESOLVED that the Risk Assessment Schedule for 2016/17 be signed by the Chair and Clerk.</b></p> <p><b>Proposed: Cllr. Chamley. Seconded: Cllr. Dent. For: All.</b></p>																																												
17/056	<p><b>ALLOTMENT UPDATE</b></p> <p>The Clerk confirmed that one half plot still hadn't paid, this would be chased up. Currently plots 1, 4 and 9 were vacant.</p>																																												
17/057	<p><b>STRIMMER</b></p> <p><b>RESOLVED that the strimmer be serviced for its annual maintenance.</b></p> <p><b>Proposed: Cllr. Chamley. Seconded: Cllr. Dent. For: All.</b></p>																																												
17/058	<p><b>FINANCIAL MATTERS</b></p> <p>1) <b>FINANCIAL STATEMENT.</b></p> <p>The five invoices including the Clerks' Salary were passed around for Councillors present to vet and agree.</p> <table><tr><td></td><td></td><td><b>Cheque</b></td><td></td></tr><tr><td></td><td></td><td><b>Number</b></td><td><b>£ p</b></td></tr><tr><td>H Cook</td><td>February Salary</td><td>SO</td><td>398.80</td></tr><tr><td>Essex Pension Fund</td><td>February Pension</td><td>SO</td><td>95.89</td></tr><tr><td>H Cook</td><td>February Expenses</td><td>701506</td><td>23.16</td></tr><tr><td>Chappel &amp; Wakes Colne Village Hall</td><td>Feb &amp; Mar Hall Hire</td><td>701507</td><td>70.00</td></tr><tr><td>Anglian Water</td><td>Allotment Water</td><td>701508</td><td>14.33</td></tr><tr><td></td><td></td><td></td><td></td></tr><tr><td></td><td></td><td><b>Total</b></td><td><b>602.18</b></td></tr><tr><td></td><td></td><td>Less VAT Content</td><td>0.00</td></tr><tr><td></td><td></td><td><b>Total Excluding VAT</b></td><td><b>602.18</b></td></tr></table> <p>17/020 <b>RESOLVED that after further consideration the five payments detailed on the schedule be authorised for payment.</b></p> <p><b>Proposed: Cllr. Chamley. Seconded: Cllr. Langley. For: All.</b></p> <p>2) <b>MONTHLY BUDGET INFORMATION</b></p> <p>The Clerk had circulated this prior to the meeting. The Clerk confirmed that the refund from A &amp; J Lighting had been received and cashed.</p>			<b>Cheque</b>				<b>Number</b>	<b>£ p</b>	H Cook	February Salary	SO	398.80	Essex Pension Fund	February Pension	SO	95.89	H Cook	February Expenses	701506	23.16	Chappel & Wakes Colne Village Hall	Feb & Mar Hall Hire	701507	70.00	Anglian Water	Allotment Water	701508	14.33							<b>Total</b>	<b>602.18</b>			Less VAT Content	0.00			<b>Total Excluding VAT</b>	<b>602.18</b>
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17/059	<p><b>CORRESPONDENCE RECEIVED</b></p> <p>The Clerk had emailed information throughout the month. It was noted that the play inspection would take place in May with no increase from last year's price. The sox lights would be increasing in cost when replacing the street lighting. The Cllrs were reminded of the training session by Andrew Weavers being held on the 14<sup>th</sup></p>																																												

	March at the village hall.
<b>17/060</b>	<p><b><u>CHAIRMAN &amp; CLERK'S REPORT</u></b></p> <p>The Rock Choir sang at the Village Hall on the 19<sup>th</sup> February and raised £616 for the village hall. The event would take place next year on the 18<sup>th</sup> February.</p>
<b>17/061</b>	<p><b><u>FUTURE AGENDA ITEMS</u></b></p> <p>Play Area/Inspection Orchard Place Speed Watch Broadband Litter Risk Assessment</p> <p>Cllr Chamley thanked everyone for attending and closed the meeting 8.38pm. The date of the next meeting is Monday 10<sup>th</sup> April 2017.</p> <p>Signed:.....</p> <p>Chairperson of the Parish Council <span style="float: right;">Date: 10<sup>th</sup> April 2017.</span></p>

MRS HELEN COOK

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