

CHAPPEL PARISH COUNCIL

MINUTES OF THE PARISH MEETING HELD ON TUESDAY 3RD APRIL 2018 IN CHAPPEL AND WAKES COLNE VILLAGE HALL, AT 7.30 P.M.

In the Chair: Cllr. Chamley
 Present: Cllrs. A. Cox, P. Dent, N. Ingram, B. Knights, A. Langley
 Clerk: Mrs. H. Cook
 Also Present None

18/068	<u>WELCOME AND APOLOGIES FOR ABSENCE</u> Cllr Chamley opened the meeting at 7.30pm and thanked Cllr Langley for Chairing the March meeting. Cllr Neubauer sent his apologies due to family commitments.
18/069	<u>DECLARATION OF INTERESTS</u> No interests were declared.
18/070	<u>PUBLIC PARTICIPATION SESSION WITH RESPECT TO ITEMS ON THE AGENDA AND OTHER MATTERS THAT ARE OF MUTUAL INTEREST</u> No residents were present.
18/071	<u>WARD & COUNTY COUNCILLORS TO ADDRESS THE MEMBERS IF PRESENT</u> <i>WARD COUNCILLOR PETER CHILLINGWORTH / COUNTY COUNCILLOR ANNE BROWN</i> Cllr Chillingworth was not present.
18/072 <i>18025</i>	<u>CONFIRMATION OF MINUTES</u> RESOLVED that the minutes of the meeting held on Monday 12 th March 2018 were a true record of the meeting. Proposed: Cllr. Dent. Seconded: Cllr. Langley. For: Five, Abstained: One – Cllr Chamley had not been present at the meeting.
18/073 <i>18026</i>	<u>PLANNING APPLICATIONS:</u> 1) PLANNING APPLICATION 180685. GROOMS HOUSE, VERNONS ROAD, CHAPPEL, CO6 2AG. PROPOSED CONVERSION OF ATTACHED OUTBUILDINGS AND LOFT SPACE. RESOLVED that Councillors had no comments on this application but would ask that Colchester Borough Council take any neighbours comments into consideration. Proposed: Cllr. Cox. Seconded: Cllr. Langley. For: All. 2) PLANNING APPLICATION 180690. GROOMS HOUSE, VERNONS ROAD, CHAPPEL, CO6 2AG. PROPOSED CONVERSION OF SQUASH COURT TO ANNEX IN GARDEN OF GROOMS HOUSE. RESOLVED that Councillors had no comments on this application but would ask that Colchester Borough Council take any neighbours comments into consideration. Proposed: Cllr. Cox. Seconded: Cllr. Langley. For: All. 3) PLANNING APPLICATION 180385. POPES HALL, POPES LANE, CHAPPEL, CO6 2DZ. LISTED BUILDING APPLICATION FOR SINGLE STOREY EXTENSION TO PROVIDE A FAMILY KITCHEN. RESOLVED that Councillors had no comments on this application but would ask that Colchester Borough
18028	

	<p>Council take any neighbours comments into consideration. Proposed: Cllr. Chamley. Seconded: Cllr. Ingram. For: All.</p>
18/074	<p><u>UPDATE ON PLANNING APPLICATIONS:</u></p> <p>1) PLANNING APPLICATION 171396. DIRECT MEATS, KNIGHTS FARM, SWAN STREET, CHAPPEL. ADDITIONAL INFORMATION RECEIVED REGARDING RETROSPECTIVE APPLICATION FOR ERECTION OF COMMERCIAL BUILDINGS FOR USE BY EXISTING MEAT WHOLESALERS WITH ASSOCIATED VEHICULAR PARKING, LANDSCAPING AND INFRASTRUCTURE WORKS AND THE ERECTION OF FENCING AND ENTRANCE GATES.</p> <p>Cllr Chamley confirmed that the application would not be going before the Planning Committee until after the Elections in May due to advice received by Colchester Borough Council.</p> <p>2) PLANNING APPLICATION 180440. CLEAR VIEW, COLCHESTER ROAD, CHAPPEL, COLCHESTER, CO6 2AE. FORMATION OF PITCHED ROOF/DORMER ABOVE EXISTING REAR EXTENSION (REVISION OF PREVIOUSLY APPROVED APPLICATION 162923).</p> <p>Cllr Chamley confirmed that the application had been granted conditional approval. Full details can be found at http://www.planning.colchester.gov.uk/WAM/searchsubmit/performOption.do?action=search&appType=Planning</p> <p>3) PLANNING APPLICATION 180523. LILAC COTTAGE, COLCHESTER ROAD, CHAPPEL, COLCHESTER, CO6 2AA. PROPOSED 2 STOREY REAR EXTENSION WITH PART SINGLE STOREY.</p> <p>Cllr Chamley confirmed that no decision by CBC had yet been made.</p>
18/075	<p><u>FOOTPATHS</u></p> <p>Several emails had been received by residents regarding the entry route onto Footpath 2 Chappel. In order for an application to be made to Essex County Council several pages of paperwork would need to be prepared by the residents. Cllr Cox agreed to discuss this with the residents and the item would be brought back to the May meeting.</p>
18/076	<p><u>WAR MEMORIAL</u></p> <p>Cllr Knights confirmed that he was in the progress of sourcing new chains and posts for the War Memorial restorations. He would bring details to the next meeting.</p> <p>Cllr Knights confirmed that he was in the progress of sourcing quotes for a new memorial plaque to be placed by the Triangle tree again this would be brought back to the next meeting.</p>
18/077	<p><u>WWI COMMEMORATION</u></p> <p>Cllr Knights confirmed that the Church was happy to rededicate the War Memorial. Cllr Langley was in contact with the organisation for lighting the beacon. Further details would be brought to the June meeting.</p>
18/078	<p><u>BROADBAND</u></p> <p>No update had been received from Kern Herskind Nightingale.</p>
18/079	<p><u>CHAPPEL PARISH COUNCIL WEBSITE</u></p> <p>The Clerk confirmed that one more quote was due to be received shortly. Cllrs agreed to look at the websites that each company had designed and discuss this at the June meeting.</p>
18/080	<p><u>LOCAL HIGHWAY PANEL</u></p> <p>Cllr Chamley read out an email from Essex County Council confirming that an inspection of the A1124 had taken place and they were waiting to receive a report before taking this back to the Local Highway Panel in</p>

	June.																																										
18/081	<p><u>SPEED WATCH</u></p> <p>Cllr Dent confirmed that the blue speed check police signs have been erected by Essex Police. Support from residents had been received and also a few negative comments. Cllrs thanked Cllr Dent for liaising with Essex Police.</p>																																										
18/082	<p><u>SPEED OUTSIDE CHAPPEL PRIMARY SCHOOL</u></p> <p>1) Speed outside Primary School</p> <p>RESOLVED that draft survey be put on Facebook, the Parish Council Website, Village Reporter and sent to the school.</p> <p>Proposed: Cllr. Dent. Seconded: Cllr. Cox. For: All.</p> <p>2) Footpath at the back of the school</p> <p>Cllr Chamley agreed to talk with the Head Teacher to see if the footpath could be better promoted.</p>																																										
18/083	<p><u>HIGHWAY SURVEY</u></p> <p>Cllrs agreed to complete the survey outside the meeting.</p>																																										
18/084	<p><u>PLAY AREA</u></p> <p>RESOLVED that Hull Fencing Limited be asked to replace the wooden edging at a cost of £1,700 plus VAT.</p> <p>Proposed: Cllr. Ingram. Seconded: Cllr. Cox. For: Five, Abstained: One. (Cllr Chamley abstained from voting due to a family member working for Hull Fencing Limited).</p>																																										
18/085	<p><u>ALLOTMENTS</u></p> <p>The Clerk confirmed that one plot was currently available for rent.</p>																																										
18/086	<p><u>SPORTS FIELD</u></p> <p>Cllrs discussed the use of the Sports Field. It was viewed that the site was not appropriate for matches due to lack of parking and facilities. The Clerk was asked to go back to the Eight Ash Green Youth Team and inquire whether they would be interested in training only.</p>																																										
18/087	<p><u>BOTTLE BANK</u></p> <p>The clerk was asked to find out further information with regards to cost and bring the item back for further discussion.</p>																																										
18/088	<p><u>FINANCIAL MATTERS 2017/18</u></p> <p>1) FINANCIAL STATEMENT.</p> <p>The four invoices including the Clerks' Salary and Pension were passed around for Councillors present to vet and agree.</p> <table border="1"> <thead> <tr> <th>Date</th> <th>Payee</th> <th>Description</th> <th>Chq Number</th> <th>Net</th> <th>VAT</th> <th>Gross</th> </tr> </thead> <tbody> <tr> <td>31/03/2018</td> <td>Employee</td> <td>Salary</td> <td>SO</td> <td>£ 402.60</td> <td>£ -</td> <td>£ 402.60</td> </tr> <tr> <td>31/03/2018</td> <td>Essex Pension Fund</td> <td>Pension</td> <td>SO</td> <td>£ 96.85</td> <td>£ -</td> <td>£ 96.85</td> </tr> <tr> <td>31/03/2018</td> <td>Employee</td> <td>Expenses for March</td> <td>701565</td> <td>£ 16.74</td> <td>£ -</td> <td>£ 16.74</td> </tr> <tr> <td>31/03/2018</td> <td>Dove Support</td> <td>Anti -Virus Software</td> <td>701566</td> <td>£ 50.00</td> <td>£ 10.00</td> <td>£ 60.00</td> </tr> <tr> <td colspan="7" style="text-align: right;">£ 566.19 £ 10.00 £ 576.19</td></tr> </tbody> </table>	Date	Payee	Description	Chq Number	Net	VAT	Gross	31/03/2018	Employee	Salary	SO	£ 402.60	£ -	£ 402.60	31/03/2018	Essex Pension Fund	Pension	SO	£ 96.85	£ -	£ 96.85	31/03/2018	Employee	Expenses for March	701565	£ 16.74	£ -	£ 16.74	31/03/2018	Dove Support	Anti -Virus Software	701566	£ 50.00	£ 10.00	£ 60.00	£ 566.19 £ 10.00 £ 576.19						
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18031	<p>RESOLVED that after further consideration the four payments detailed on the schedule be authorised for payment. Proposed: Cllr. Dent. Seconded: Cllr. Cox. For: All.</p> <p>2) FINAL BUDGET STATEMENT FOR 2017/18 The Clerk had circulated this prior to the meeting no questions were asked.</p> <p>3) FINAL ACCOUNTS FOR 2017/18 BEFORE SUBMITTING TO THE INTERNAL AUDITOR RESOLVED that the Final Accounts for 2017/18 be signed and then submitted to the Internal Auditor. Proposed: Cllr. Dent. Seconded: Cllr. Cox. For: All.</p> <p>4) VAT CLAIM RESOLVED that the VAT Claim from September 2017 to 31st March 2018 be sent to HMRC. Proposed: Cllr. Dent. Seconded: Cllr. Cox. For: All.</p>
18/089	<p><u>FINANCIAL MATTERS 2018/19</u></p> <p>1) FINANCIAL STATEMENT. No matters were raised</p> <p>2) MONTHLY BUDGET STATEMENT No invoices had been received.</p> <p>3) TO CONFIRM STANDING ORDERS AND DIRECT DEBITS FOR 2018/19 RESOLVED that the Standing Orders for the Clerk's Salary and pension along with the Direct Debit for A & J Lighting remain the same. Proposed: Cllr. Dent. Seconded: Cllr. Cox. For: All.</p> <p>4) TO CONFIRM GRANTS FOR 2018/19 RESOLVED that the Parochial Church be granted £700 for 2018/19 for maintenance to the Churchyard. Proposed: Cllr. Dent. Seconded: Cllr. Cox. For: All.</p> <p>RESOLVED that the Community Responders be granted £100 for 2018/19 to assist with their work in the village. Proposed: Cllr. Chamley. Seconded: Cllr. Langley. For: All.</p> <p>RESOLVED that the Village Hall Committee continue to receive £15 extra per meeting booking to assist with the upkeep of the village hall. Proposed: Cllr. Chamley. Seconded: Cllr. Langley. For: All.</p>
18/090	<p><u>CORRESPONDENCE RECEIVED</u></p> <p>The Clerk confirmed that the mobile library would be moving to Tuesday's at 1.45pm – 2.15pm every three weeks starting from the 3rd April.</p> <p>White Colne Parish Council had written to the Parish Council to seek support for asking that the Colne Valley be designated Area of Outstanding Natural Beauty Status. This would be place on the May agenda for discussion.</p>
18/091	<p><u>CHAIRMAN & CLERK'S REPORT</u></p> <p>Cllr Chamley confirmed that she had attended the recent CALC meeting and the Parish Council would need to think about GDPR (Data Protection) before it comes into force on the 25th May.</p>
18/092	<p><u>FUTURE AGENDA ITEMS</u></p> <p>Speed Watch parish Field</p>

	<p>Glass Bottle Collection Point</p> <p>Cllr Chamley thanked everyone for attending and closed the meeting at 8.58pm. The date of the next meeting is Monday 14th May 2018.</p> <p>Signed:.....</p> <p>Chairperson of the Parish Council</p>
	<p>Date: 14th May 2018.</p>

MRS HELEN COOK

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