

# CHAPPEL PARISH COUNCIL

## **MINUTES OF THE PARISH COUNCIL MEETING HELD ON MONDAY 10<sup>TH</sup> JUNE 2019 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, B. Knights & P. Neubauer  
**Clerk:** Mrs. H. Cook  
**Also Present** Three members of the public and Cllr Peter Chillingworth

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<b>19/111</b>	<b><u>WELCOME AND APOLOGIES FOR ABSENCE</u></b> The Chairman opened the meeting at 7.30pm and welcomed everyone to the June Parish Council meeting.
<b>19/112</b>	<b><u>DECLARATION OF OFFICE</u></b> Cllrs Cox, Knights & Neubauer signed their declaration of office. Cllr Neubauer signed the declaration of Vice-Chairman.
<b>19/113</b>	<b><u>DECLARATION OF INTERESTS</u></b> No declarations were made.  Cllrs Cox, Knights & Neubauer checked their declaration of interest form for Colchester Borough Council.
<b>19/114</b>	<b><u>CONSENT FORMS</u></b> Cllrs Cox, Knights & Neubauer completed their consent form confirming that they were willing to receive the Council Summons and agenda electronically.
<b>19/115</b>	<b><u>PUBLIC PARTICIPATION SESSION WITH RESPECT TO ITEMS ON THE AGENDA AND OTHER MATTERS THAT ARE OF MUTUAL INTEREST</u></b>  No member of the public wished to speak.
<b>19/116</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 Peter Chillingworth spoke briefly on the following issues: <ul style="list-style-type: none"> <li>❖ Local Plan – Extra information for the Inspector is currently being worked on by Consultants. A Public Consultation will take place in August/September with the revised plan being submitted back to the Inspector in October.</li> <li>❖ Locality Budget is available again, proposals from the Parish Council will need to be submitted for consideration.</li> </ul> Cllr Chamley raised the question to Cllr Chillingworth regarding a Neighbourhood Plan. He confirmed that this would have to comply with the District Plan, must not be negative to more housing and takes a huge amount of work and time.
<b>19/117</b>	<b><u>CONFIRMATION OF MINUTES</u></b>  <b>19052</b> <b>RESOLVED</b> that the minutes of the meeting held on Monday 13 <sup>th</sup> May 2019 were a true record of the meeting.  <b>Proposed:</b> Cllr. Dent. <b>Seconded:</b> Cllr. Langley. <b>For:</b> Four <b>Abstain:</b> Three (Cllrs Cox, Knights & Neubauer were not present at the May meeting).  <b>19053</b> <b>RESOLVED</b> that the minutes of the Annual Parish Assembly meeting held on Tuesday 21 <sup>st</sup> May 2019 were a true record of the meeting.  <b>Proposed:</b> Cllr. Chamley. <b>Seconded:</b> Cllr. Ingram. <b>For:</b> Five <b>Abstain:</b> Two (Cllrs Cox & Langley were not

Chairman's Signature

Approved Minutes – Full Council June 10<sup>th</sup> 2019

	<b>present at the Annual Parish Assembly meeting).</b>
<b>19/118</b>	<p><b><u>UPDATE ON PLANNING APPLICATIONS:</u></b></p> <p><b>1) PLANNING APPLICATION: 190759. JENNY BARN, BACONS LANE, CHAPPEL, COLCHESTER.</b></p> <p>The Clerk confirmed that the application had been withdrawn.</p> <p><b>2) PLANNING APPLICATION 191135. PONTISBRIGHT COTTAGES, SPRING GARDENS ROAD, CHAPPEL, CO6 2DN.</b></p> <p>The Clerk confirmed that no decision had yet been made.</p> <p><b>3) PLANNING APPLICATION 191118. THE CROFT, COLCHESTER ROAD, CHAPPEL, COLCHESTER, CO6 2AB.</b></p> <p>The Clerk confirmed that no decision had yet been made.</p> <p><b>4) PLANNING APPLICATION 183046/7. LAND TO THE NORTH OF MILL BUILDINGS, WAKES COLNE MILLS, COLCHESTER ROAD, WAKES COLNE, COLCHESTER, CO6 2BY.</b></p> <p>The Clerk confirmed that no decision had yet been made.</p> <p><b>5) PLANNING APPLICATION 190680. LANARK, SPRING GARDENS ROAD, CHAPPEL, COLCHESTER, CO6 2DW.</b></p> <p>The Clerk confirmed that no decision had yet been made. Cllr Neubauer confirmed that new documents had been added to the website an amended ground floor drawing and revised site plan. No revision had been made regarding the screening and the balcony.</p>
<b>19/119</b>	<p><b><u>KNIGHTS FARM</u></b></p> <p>Cllrs Chamley, Knights and Neubauer had attended a meeting with Mr Blackwell on the 10<sup>th</sup> June. It was confirmed that all documents regarding the conditions had been submitted to Colchester Borough Council.</p> <p>A planning application to Braintree Council for a depot for the larger lorries was taking longer for a decision to be reached due to purdah, it had been delayed by 6 weeks.</p> <p>Cllr Dent raised the issue of the rubbish along the boundary of the site. The Clerk confirmed that this had been raised with Mr Blackwell.</p> <p>Cllr Chamley confirmed that the next meeting would be held in September.</p>
<b>19/120</b>	<p><b><u>HIGHWAY</u></b></p> <p><b>1) SPEED WATCH</b></p> <p>Cllr Dent had circulated his written report prior to the meeting. He confirmed that two sessions had to be cancelled over the last week due to the weather. One shift had been carried out.</p> <p><b>2) White Colne Parish Council proposal regarding the speed on the A1124.</b></p> <p>The Clerk confirmed that she had contacted Wakes Colne, Aldham, Fordham and Eight Ash Green Parish Councils in order to find out whether they would like to join White Colne and Chappel in a campaign regarding the speed on the A1124. Wakes Colne &amp; Aldham Parish Councils had responded positively and we were waiting to hear back from the other two. It was suggested to hold a meeting in order for representatives from the various Parish Council's to attend and discuss a suitable way forward.</p>

<p><b>19/121</b></p> <p><b>19054</b></p> <p><b>19055</b></p>	<p><b><u>PLAY AREA</u></b></p> <p><b>1) ROSPA REPORT</b></p> <p>Cllrs were pleased with the ROSPA report. More bark needed to be ordered.</p> <p><b>2) Any Works required</b></p> <p>Cllr Ingram confirmed that he would obtain quotes for repairing the bench at the play area, painting some of the equipment and routing the roundabout and the replacement of the wooden middle section as previously agreed. Purchase from Proludic was £75 rather than the agreed £25, he apologised for this error.</p> <p><b>3) Purchase of Tiller</b></p> <p>Cllr Ingram had circulated the idea of purchasing a tiller in order to assist with the turnover of the bark.</p> <p><b>RESOLVED that the tiller is purchased at a cost of £300.</b></p> <p><b>Proposed: Cllr. Ingram. Seconded: Cllr. Knights. For: All.</b></p> <p><b>4) Update on Wooden Surrounds &amp; Bark</b></p> <p>Cllr Ingram confirmed that the wood was due to be delivered this week and the work would be carried out the following week.</p> <p><b>RESOLVED that the Parish Council purchase 40m3 Natural Cushionfall bark from Giffords at a cost of £1,728 including VAT once the work on the wooden surrounds had been completed.</b></p> <p><b>Proposed: Cllr. Chamley. Seconded: Cllr. Knights. For: All.</b></p>
<p><b>19/122</b></p> <p><b>19056</b></p>	<p><b><u>MERGING OF PARISH COUNCIL WITH WAKES COLNE</u></b></p> <p>Cllrs discussed the information received from the Colchester Borough Council Monitoring Officer. It was made clear that both Parish Councils and residents would need to want the merger to take place and proof would be needed from CBC by way of a Public Consultation. The process would take between 6-9 months to complete. Wakes Colne Parish Council had minuted at their 3<sup>rd</sup> April meeting that there was no interest from Wakes Colne Parish Council to merge.</p> <p><b>RESOLVED that Chappel Parish Council does not merge with Wakes Colne Parish Council.</b></p> <p><b>Proposed: Cllr. Ingram. Seconded: Cllr. Neubauer. For: Six, Against: One</b></p>
<p><b>19/123</b></p> <p><b>19057</b></p>	<p><b><u>HOUSING NEEDS SURVEY</u></b></p> <p><b>RESOLVED that as only one response had been received this project would not proceed any further.</b></p> <p><b>Proposed: Cllr. Knights. Seconded: Cllr. Langley. For: All.</b></p>
<p><b>19/124</b></p> <p><b>19058</b></p>	<p><b><u>VE75</u></b></p> <p><b>RESOLVED that the Clerk write to Wakes Colne and Great Tey Parish Council along with Chappel &amp; Wakes Colne Village Hall Committee in order to suggest a collaboration in order to mark the 75<sup>th</sup> Anniversary of VE Day.</b></p> <p><b>Proposed: Cllr. Knights. Seconded: Cllr. Chamley. For: All.</b></p>
<p><b>19/125</b></p>	<p><b><u>POPPY TRAIL</u></b></p> <p>Cllr Knights confirmed that the boards had now been produced along with the leaflets; these were shown to the Councillors. The Information board would be mounted adjacent to the WWII trail board. It was hoped that the leaflets would be available from the shop, pub and EARM. It was suggested that the other Information board could be mounted just inside the Millennium Green.</p>
<p><b>19/126</b></p>	<p><b><u>BROADBAND</u></b></p> <p>No update had been received.</p>

<b>19/127</b>	<p><b><u>TREES</u></b></p> <p>As the trees that required work were located in conservation area an application had been submitted to Colchester Borough Council by J F Tree Specialist Ltd. If agreed the work required would take place in the summer holidays.</p>																																																										
<b>19/128</b>	<p><b><u>ASSETS</u></b></p> <p>This would be brought back to the July meeting.</p>																																																										
<b>19/129</b>	<p><b><u>PARISH COUNCIL OFFICE</u></b></p> <p><b>1) Laptop</b></p> <p>This would be brought back to the July meeting.</p> <p><b>2) Telephone</b></p> <p><b>19059</b> <b>RESOLVED</b> that the Parish Council purchase a VOIP phone at a cost of £33.33. A new telephone number and set up at a cost of £50 with a monthly charge of £10 to cover all UK and mobile phone calls from Gold Star Networks. It is hoped that the set up cost and monthly charge will be shared with Wormingford Parish Council.</p> <p><b>Proposed: Cllr. Chamley. Seconded: Cllr. Neubauer. For: All.</b></p> <p><b>3) Website</b></p> <p>The Clerk confirmed that the hold-up was in relation to the domain name and emails, this would be brought back to the July meeting.</p>																																																										
<b>19/130</b>	<p><b><u>WINTER SALT</u></b></p> <p><b>19060</b> <b>RESOLVED</b> that the Parish Council remain in the scheme but does not require and additional bags this year.</p> <p><b>Proposed: Cllr. Chamley. Seconded: Cllr. Langley. For: All.</b></p>																																																										
<b>19/131</b>	<p><b><u>FILMING ON PARISH COUNCIL LAND</u></b></p> <p>Cllr Knights agreed to look into a standard policy and bring it back to the July/September meeting.</p>																																																										
<b>19/132</b>	<p><b><u>FINANCIAL MATTERS</u></b></p> <p><b>1) FINANCIAL STATEMENT.</b></p> <p>The eight invoices including the Clerks' Salary and Pension were passed around for Councillors present to vet and agree.</p> <table border="0"> <tr> <td></td><td>Clerk's Salary</td><td>H Cook</td><td>422.47</td><td>0.00</td><td>422.47</td></tr> <tr> <td></td><td>Clerk's Pension</td><td>Essex Pension Fund</td><td>123.36</td><td>0.00</td><td>123.36</td></tr> <tr> <td>701633</td><td>Expenses</td><td>H Cook</td><td>51.38</td><td>4.42</td><td>55.80</td></tr> <tr> <td>701634</td><td>Parish Field - Maintenance</td><td>Jonathan Cordingley</td><td>130.00</td><td>0.00</td><td>130.00</td></tr> <tr> <td>701635</td><td>Play Area - Annual Inspection</td><td>Playsafety Ltd</td><td>89.50</td><td>17.90</td><td>107.40</td></tr> <tr> <td>701636</td><td>Allotment Water</td><td>Anglian Water Business Ltd (National)</td><td>11.69</td><td>0.00</td><td>11.69</td></tr> <tr> <td>701637</td><td>Grass Cutting</td><td>JPB Landscapes</td><td>702.79</td><td>140.56</td><td>843.35</td></tr> <tr> <td>701638</td><td>Room Hire - Meeting</td><td>Chappel &amp; Wakes Colne Village Hall</td><td>14.00</td><td>0.00</td><td>14.00</td></tr> <tr> <td colspan="3"><b>Total</b></td><td><b>1,545.19</b></td><td><b>162.88</b></td><td><b>1,708.07</b></td></tr> </table> <p><b>19061</b> <b>RESOLVED</b> that after further consideration the eight payments detailed on the schedule be authorised for payment.</p> <p><b>Proposed: Cllr. Cox. Seconded: Cllr. Knights. For: All.</b></p>						Clerk's Salary	H Cook	422.47	0.00	422.47		Clerk's Pension	Essex Pension Fund	123.36	0.00	123.36	701633	Expenses	H Cook	51.38	4.42	55.80	701634	Parish Field - Maintenance	Jonathan Cordingley	130.00	0.00	130.00	701635	Play Area - Annual Inspection	Playsafety Ltd	89.50	17.90	107.40	701636	Allotment Water	Anglian Water Business Ltd (National)	11.69	0.00	11.69	701637	Grass Cutting	JPB Landscapes	702.79	140.56	843.35	701638	Room Hire - Meeting	Chappel & Wakes Colne Village Hall	14.00	0.00	14.00	<b>Total</b>			<b>1,545.19</b>	<b>162.88</b>	<b>1,708.07</b>
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	<p><b>2) MONTHLY BUDGET INFORMATION</b></p> <p>The Clerk had circulated this prior to the meeting no questions were asked.</p>
<b>19/133</b>	<p><b><u>CORRESPONDENCE RECEIVED</u></b></p> <p>Cllr Chamley mentioned the Wakes Colne Parish Council Awards scheme. It was agreed to nominate Marion Cordingley. Cllr Chamley agreed to submit the application to Wakes Colne Parish Council.</p>
<b>19/134</b>	<p><b><u>CHAIRMAN &amp; CLERK'S REPORT</u></b></p> <p>No report was given.</p>
<b>19/135</b>	<p><b><u>FUTURE AGENDA ITEMS</u></b></p> <p>Speed Watch Asset Map Broadband Poppy Trail Footpath Parish Field Hedge White Colne Parish Council – A1124 VE75 Electronic Transfer Play Area Quotes Laptop updates</p> <p>Cllr Chamley thanked everyone for attending and closed the meeting at 8.50pm. The date of the next meeting is Monday 8<sup>th</sup> July 2019.</p> <p>Signed:.....</p> <p>Chairperson of the Parish Council <span style="float: right;">Date: 8<sup>th</sup> July 2019.</span></p>

MRS HELEN COOK  
CLERK TO CHAPPEL PARISH COUNCIL  
C/O CHAPPEL & WAKES COLNE VILLAGE HALL  
COLCHESTER ROAD  
CHAPPEL  
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