

# CHAPPEL PARISH COUNCIL

## MINUTES OF THE PARISH COUNCIL MEETING HELD ON MONDAY 9<sup>TH</sup> OCTOBER 2024 AT CHAPPEL & WAKES COLNE VILLAGE HALL, AT 7.30 P.M.

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In the Chair: Cllr. S. Chamley  
Present: Cllrs. A. Cox, N. Ingram, P. Neubauer  
Clerk: Mrs. H. Cook  
Also Present Two members of the public & Cllr. William Sunnucks

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24/295	<b><u>WELCOME AND APOLOGIES FOR ABSENCE</u></b> The Chairman opened the meeting at 7.30pm. Cllr Dent sent apologies due family commitment.
24/296	<b><u>DECLARATION OF INTERESTS</u></b> No declaration of interests were recorded.
24/297	<b><u>PUBLIC PARTICIPATION SESSION WITH RESPECT TO ITEMS ON THE AGENDA AND OTHER MATTERS THAT ARE OF MUTUAL INTEREST</u></b>  A resident spoke about the land east of Chappel Hill and south of Swan Grove and raised the following update: <ul style="list-style-type: none"> <li>❖ Pre-application advice has been sought.</li> <li>❖ Further advice and conversations were being had with Colchester regarding affordable housing and housing for local need.</li> <li>❖ The resident agreed to keep the Parish Council updated.</li> </ul> A representative from the Village Hall gave a brief update on the following: <ul style="list-style-type: none"> <li>❖ New Chairman.</li> <li>❖ A wish list was being worked on and would be shared with the Parish Council.</li> <li>❖ Art Exhibition – 12<sup>th</sup> October</li> <li>❖ Autumn Fayre – 19<sup>th</sup> October</li> <li>❖ Historic Churches – 26<sup>th</sup> October</li> <li>❖ Theatre Company – 2<sup>nd</sup> November</li> </ul>
24/298	<b><u>WARD &amp; COUNTY COUNCILLORS TO ADDRESS THE MEMBERS IF PRESENT</u></b>  <b><i>WARD COUNCILLOR WILLIAM SUNNUCKS / COUNTY COUNCILLOR LEWIS BARBER</i></b>  Cllr Sunnucks gave a brief update on the following: <ul style="list-style-type: none"> <li>❖ Merryhill application (241508) has been called in by the Planning Officer, rather than by Cllr Sunnucks - no reasoning was given.</li> <li>❖ Call for sites – increased targets for Colchester to build 1,290 more houses per year up from 920 houses per year.</li> <li>❖ Funding has been secured for Station Road Vehicle Activated Sign to be replaced.</li> </ul>
24/299  24096	<b><u>CONFIRMATION OF MINUTES</u></b>  <b>RESOLVED that the minutes from Monday 9<sup>th</sup> September 2024 were a true record of the meeting.</b> Cllr Cox abstained due to not being present at the meeting. The Chairman signed the minutes.
24/300	<b><u>UPDATE ON PLANNING APPLICATIONS:</u></b>  1) <b>PLANNING APPLICATION: 241710. LAND OFF OF OAK ROAD, CHAPPEL.</b> (SEPTEMBER 2024) – NO DECISION.  It was noted that a revised application had been received by Colchester.

Chairman's Signature

Approved Minutes – Full Council October 9<sup>th</sup> 2024

24097	<p><b>RESOLVED that no further comments be submitted.</b></p> <p>It was noted that the Enforcement Team had visited the site due to the recent earthworks that had taken place and the affect that these had had on the badger setts. The Enforcement Team were expecting a submission of an application for the works carried out and would be following this up if no application was submitted.</p> <p>2) <b>PLANNING APPLICATION: 241508. MERRYHILL, COLCHESTER ROAD, CHAPPEL, CO6 2DQ. (AUGUST 2024) – NO DECISION.</b></p> <p>It was noted that a revised application had been received by Colchester.</p>
24098	<p><b>RESOLVED that no further comments be submitted.</b></p> <p>3) <b>PLANNING APPLICATION: 241201. ORCHARD PLACE, PLOT 3, VERNONS ROAD, CHAPPEL, CO6 2DL. (JULY 2024) – NO DECISION.</b></p> <p>4) <b>PLANNING APPEAL APP/A1530/C/22/3306915. GREENACRES FARM, VERNONS ROAD, CHAPPEL. APPLICATION (NOVEMBER 2022) – NO DECISION.</b></p>
24/301	<p><b><u>LOCAL PLAN</u></b></p> <p>Cllr Chamley confirmed an update from Colchester City Council regarding the timescale for the next Local Plan:</p> <ul style="list-style-type: none"> <li>❖ Preferred Options – February/March 2025</li> <li>❖ Submission of Plan – August/September 2025</li> <li>❖ Submission to the Secretary of State – End of October 2025</li> </ul>
24/302	<p><b><u>SPEED WATCH UPDATE</u></b></p> <p>Cllr Dent had circulated an update, no questions were raised.</p>
24/303	<p><b><u>VEHICLE ACTIVATED SIGN DATA</u></b></p> <p>This item would be brought back to the November meeting.</p>
24/304	<p><b><u>COLLECTION OF PRESCRIPTIONS</u></b></p> <p>Cllr Chamley confirmed that she had spoken to a member of the Church who confirmed that no resident had come forward with regard to needing help with prescription collection following the article in the Village Reporter.</p> <p>Cllr Chillingworth from Wakes Colne Parish Council had been in contact with the Pump House Surgery who confirmed that due to data protection and health and safety the delivery service had now been closed and the service at Great Tey would also close shortly. On-line delivery services are available.</p> <p>Cllrs agreed that they would be happy to assist any resident by referring them to an on-line provider or neighbour if needed.</p>
24/305	<p><b><u>BENCH</u></b></p> <p>The Clerk confirmed that the land at the entrance to Swan Grove was owned by Essex County Council and if the Parish Council wished to place a bench, permission and a licence would need to be applied for.</p> <p>24099</p> <p><b>RESOLVED to circulate some ideas on benches and make an application to Essex County Council.</b></p>
24/306	<p><b><u>ALLOTMENT</u></b></p> <p>An update on plot 2 was given to Councillors. Cllr Neubauer agreed to check the site.</p> <p>The ivy on the wall had been removed, it was agreed to obtain a quote for adding it to the cutting schedule and bring it back to the November meeting.</p> <p>The Clerk agreed to chase the hedge cutting for the allotment.</p>

<b>24/307</b>	<b><u>PLAY AREA</u></b> Quotes would be brought to the November meeting.
<b>24/308</b>	<b><u>OUTDOOR FITNESS EQUIPMENT</u></b> Cllr Ingram confirmed that he had attended an outdoor fitness equipment seminar on the 8 <sup>th</sup> October at Hatfield Peverel. He was very impressed with the quality of the provider and the equipment and encourage Councillors to visit the site.
<b>24/309</b>	<b><u>FINANCIAL MATTERS</u></b>  <b>1) FINANCIAL STATEMENT.</b>  The fifteen invoices including the Clerks' Salary and Pension were circulated to vet and agree. As per appendix A.  <b>24100</b> <b>RESOLVED that after further consideration the fifteen payments detailed on the schedule be authorised for payment.</b>  <b>2) MONTHLY BUDGET INFORMATION</b>  No items raised.  <b>3) GRANT APPLICATION</b>  <b>24101</b> <b>RESOLVED to apply for £500 grant from Wakes Colne Parish Council regarding a contribution to the upkeep of the play area.</b>
<b>24/310</b>	<b><u>CORRESPONDENCE RECEIVED</u></b>  All correspondence had been circulated to Councillors prior to the meeting.  An update on the pylon project was noted.
<b>24/311</b>	<b><u>CHAIRMAN &amp; CLERK'S REPORT</u></b>  The missing brickwork from the viaduct had been reported to Network Rail by the Clerk – no update had yet been received.
<b>24/312</b>	<b><u>ITEMS FOR FUTURE MEETINGS</u></b>  VAS Data Play Area Quotes Swan Gove Bench Allotment - quotes
<b>24/313</b>	<b><u>CO-OPTION</u></b> The Clerk confirmed that no applications had been received. Two vacancies remained.
<b>24/314</b> <b>24102</b>	<b><u>MOTION</u></b> <b>RESOLVED in view of the confidential nature of the business about to transact in item 24/315, it is advisable in the public interest that the public and press be temporarily excluded from the meeting</b> The public left the meeting.
<b>24/315</b> <b>24103</b>	<b><u>POND</u></b> <b>RESOLVED to purchase and install 4 more signs warning about deep water.</b> The item would be brought back to the agenda in the new year.
<b>24/316</b> <b>24104</b>	<b><u>MOTION</u></b> <b>RESOLVED in view of the confidential nature of the business about to transact in item 24/317, it is advisable in the public interest that the public and press be temporarily excluded from the meeting</b>
<b>24/317</b>	<b><u>COMPLAINT</u></b> The Clerk confirmed that the complaint received had been sent to the Monitoring Officer at Colchester City Council, no update had yet been received. The Clerk confirmed that the complaint had been sent within the relevant time scales to the Information Commission Officer and they had viewed that no action was required.

24105	<p>The Clerk had reviewed the current policies with regard to Data Protection and had circulated some additional policies in order to enhance the PC's current practice.</p> <p><b>RESOLVED to adopt the General Data Protection Awareness Checklist for Councillors, Information and Data Protection Policy and General Data Protection Regulations for Allotment Tenants</b></p>
	<p>Cllr Chamley thanked everyone for attending and closed the meeting at 8.50pm.</p> <p>The next meeting will be on Monday 11<sup>th</sup> November, at 7.30pm in the Village Hall.</p> <p>Signed:.....</p> <p>Chairman of the Parish Council <span style="float: right;">Date: 11<sup>th</sup> November 2024.</span></p>

MRS HELEN COOK  
 CLERK TO CHAPPEL PARISH COUNCIL  
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## Appendix A

Date	Description	Supplier	Net	VAT	Total
08/09/2024	Parish Office Telephone	Goldstar Networks Ltd	11.29	2.26	13.55
10/10/2024	Expenses	H Cook	38.28	0.00	38.28
10/10/2024	Room Hire - Meeting	Chappel & Wakes Colne Village Hall	32.00	0.00	32.00
10/10/2024	SLCC Membership	Society of Local Council Clerks	112.00	0.00	112.00
10/10/2024	Expenses	H Cook	30.88	6.18	37.06
10/10/2024	Fence Posts	Mr H Chamley	100.20	20.04	120.24
10/10/2024	Grass Cutting	JPB Landscapes	363.00	72.60	435.60
10/10/2024	Grass Cutting	JPB Landscapes	365.00	73.00	438.00
10/10/2024	Grass Cutting	JPB Landscapes	710.00	142.00	852.00
10/10/2024	Bin Emptying	TBS Hygiene Ltd	36.00	7.20	43.20
10/10/2024	Bin Emptying	TBS Hygiene Ltd	36.00	7.20	43.20
12/10/2024	Parish Office Telephone	Goldstar Networks Ltd	11.29	2.26	13.55
15/10/2024	Lighting, qtr maintenance	A & J Lighting Solutions	84.99	17.00	101.99
31/10/2024	Clerk's Salary	H Cook	489.81	0.00	489.81
31/10/2024	Clerk's Pension	Essex Pension Fund	159.33	0.00	159.33