

A Meeting of the Parish Council was held in the Village Hall at 8.07pm on Thursday, 1<sup>st</sup>. December, 2005.

## **PRESENT**

Cllr. Draper in the Chair, Cllrs. Harris, Palmer and Williamson.  
The Clerk and Borough Cllr. Ron Saunders were in attendance.

## **APOLOGIES FOR ABSENCE**

Apologies for absence were received and accepted from Cllrs. Amos, and Applegate.  
Apologies were also received from Cllr. Mrs. Tilby.

## **MINUTES OF THE PREVIOUS MEETING**

“Received and accepted from Cllr. Williamson” was added under Apologies for Absence. The Minutes were then signed as a true record of the meeting held on 27<sup>th</sup>. October, 2005.

## **MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 27<sup>TH</sup>. OCTOBER**

### First Aid Training (Fc p.440)

Clerk attended training at Cressing Temple on 15<sup>th</sup>. November and was able to ask about surfaces of public rights of way with regard to the surface of the path to the school gate (MA p442). Any surface on a PRW is the responsibility of the Highway Authority.

### Manned Refuse Vehicle (p.444)

A 4'x2' weather resistant sign was produced and placed at the Village Hall chase entrance at the beginning of the week before the arrival of the vehicle. The use of the vehicle was improved.

## **CORRESPONDENCE**

### a) CBC Operational Hit Squad

It was noted that the Team visited East Hanningfield on 25<sup>th</sup>. August and as a result of their work on the routes through the village they collected and disposed of 34 sacks of general litter. Operational Service will be getting in touch in the new year to arrange dates for 2006, but in the meantime Streetscene issues can be reported on the Hotline 0845 245 1234 or by email to [streetscene@chelmsfordbc.go.uk](mailto:streetscene@chelmsfordbc.go.uk)

### b) Manned Refuse Vehicle in 2006

The dates are 18<sup>th</sup>. February, 24<sup>th</sup>. June, 7<sup>th</sup>. October, 18<sup>th</sup>. November. These dates have been publicised in EH News.

### c) Eastern Region Quality Councils Network

There was no interest in participating.

d) Chelmer Housing Partnership

To note that an introductory letter has been received from Martyn Wild, the Neighbourhood Co-Ordinator for this area. He is responsible for resident involvement, community development and some breaches of tenancy. The Partnership holds monthly Area Forums where they discuss ideas for improving the environment and helping to build community spirit. They would like to work in partnership with anyone that feels they have an idea that could benefit the community and would welcome contact from anyone who feels CHP could assist in helping get community projects off the ground. Clerk has passed his details to HFC.

e) HFC Christmas Social Evening, 14<sup>th</sup>. December at 8.30.

Clerk is to pass on apologies on behalf of Cllrs. Palmer, Harris and Williamson who are otherwise engaged.

**FINANCE**a) Computer

It was agreed to purchase the computer as specified in the quotation from Dell Products at a cost of £1057.94 plus £51.06 freight and VAT of £194.08. This is using the grant of £1000 from ECC.

b) Play Area & Playing Field Improvements Funding 2006/7

It was agreed to allocate a budgeted reserve of £1000, which would be considered later on sight of the projected costings.

c) External Audit

The following was noted in the external auditor's report:

On the basis of our review, in our opinion the information contained in the annual return is in accordance with the Audit Commission's requirements and no matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

Other matters not affecting our opinion which we wish to draw to the attention of the Council:

1. In the statement of accounts discretionary grants have been included in Box 2 (Precept) instead of Box 3 (Total other receipts). The error appears to have arisen due to the fact that the discretionary grants were received with the precept.

2. The Council's fidelity guarantee insurance cover is considered to be low in view of the levels of income and bank account balances. Based upon the closing bank balances and the level of the annual precept, the level of fidelity guarantee insurance cover should have been approximately £27,000.

It was agreed that Box 2 should continue to be completed with the whole Precept, because it is the amount precepted, and would be the same figure should the Borough Council choose not to fund some of it.

It was agreed that the Clerk should contact the insurance company to increase the fidelity guarantee cover advised by the Auditor, although it considered that checks and procedures in place make such cover unnecessary.

d) Budget 2006/7

The Budget was agreed and the Precept for the year 2006-2007 set at £28,214. The Budget is appended to the end of these Minutes.

e) Payments:

The following cheque was signed between Meetings:

To	Cheque	TOTAL £	Explanation	Power
The Printing Place	101486	272.00	Winter edition of News	LGA 1972 S142

The following cheques were signed:

To	Cheque	NET £	VAT £	TOTAL £	Explanation	Power
D. Sherry	101487			51.47	Editor's expenses	LGA 1972 S142
Hanna's Field Charity	101488	288.00 7.50		295.50	Preschool Rent 2 <sup>nd</sup> . half Winter term, Rent Oct meeting	LG(MP)A 1976 S19, LGA 1972 Sch12 S10
East Hanningfield Preschool	101489			288.00	Reimburse rent 1 <sup>st</sup> half winter term	LG(MP)A 1976 S19
K. Plumridge	101490			826.78	Nov. salary, Office allowance, Expenses B/band 13/11- 12/12, Reimbursements,	LGA 1972 S112
Dell Products	101491	1057.94 51.06	194.08	1303.08	Computer package, Freight	LGA 1972 S 111
K. Plumridge 28/12/05	101492			714.08	December salary, Office allowance, B/band 13/12- 12/1/06,	LGA 1972 S112
Hanna's Field Charity	101493			534.26	Race Night proceeds donation	LG(MP)A 1976 S19

The following receipts were noted:

From	To account	Amount £	Explanation
Essex County Council (returned cheque)	Current	10.00	Deposit for PPP Training
Cash	Current	50.00	Race night Burger profits
EH Preschool	Current	10.00	Newsletter advertisement
Three Horseshoes	Current	18.00	Newsletter advertisement
N. Poulson	Current	6.00	Newsletter advertisement
C. Harvey	Current	6.00	Newsletter advertisement

## **PLANNING**

### **a) Planning Application**

**05/02127/FUL Highfields Farmhouse (extensions & alterations including conversion of existing double garage/carport to new kitchen/utility, dormer windows to first floor and front porch).**

There was no objection to the proposed development which does not materially increase the size of the building, but PC would object to a future application to increase its size to provide garaging.

### **b) CBC Draft Core Strategy/Development Control Policies Preferred Options**

It was agreed to support Option 1.

### **c) Chelmsford Town Centre Area Action Plan Preferred Options Development Policy**

It was agreed not to send a PC response.

### **d) County Council's Draft Statement of Community Involvement and Essex Minerals Development Documents**

These will require responses to be agreed at the meeting on 5<sup>th</sup>. January. ECC's handling of planning applications was identified as the most relevant part of the documents for this parish.

## **HFC/PC LIAISON**

### **a) Shop Lease**

A verbal report was received. It was noted that completion appears to be delayed into the New Year.

### **b) Liaison Meeting 28<sup>th</sup>. November**

HFC has new priorities for young people: hard surface for sports wall, youth shelter or seats; a skateboard item, fence for playarea (S106).

Cllr. Harris is to investigate the cost of diverting the footpath which runs across the playing field.

HFC are to produce questionnaire for consulting young people, and ask the Youth Service for help with distribution, if timing right it could also be centre spread in Newsletter. Cllr. Harris undertook to introduce the questionnaire to the top class at primary school in his capacity as Community Governor.

The possibility of creating a club room at village hall is to be investigated as this is seen as a potential hub for the community.

HFC's next big spend inside the Hall must be on floor surface, which is very worn.

## **COLNE HOUSING SCHEME OF AFFORDABLE HOUSING FOR LOCAL PEOPLE.**

### **a) Update Report**

A response had been received from Mike Shaw, Development Manager at CBC Technical and Parking Services. He had consulted the Cabinet member on PC's request for the use of Mr. Chennells's name for the development, and the request had been declined.

It was agreed that the Clerk should confirm that PC wishes the name to be used on the houses fronting Old Church Road and to refer back to the previous suggested names for the cul-de-sac.

## **COMMUNITY TRANSPORT**

### **a) Village Transport**

It was agreed that the Clerk should invite the advisor from the Essex Rural Transport Partnership based at the Rural Community Council of Essex to come to the Meeting on 5<sup>th</sup>. January, with a view to advising PC on the carrying out of a parish transport survey.

The Clerk is to write again to Danbury PC copied to Bicknacre PC about extending the route of the Danbury Flier.

This is to be an Agenda item for the next Meeting.

## **MATTERS FOR REPORT**

### **a) Hanningfield Water Siren**

The Clerk had received a letter from a resident saying that the siren had gone off on a Thursday morning when the siren testing has taken place on Friday mornings for several years. This had caused some local concern. The Clerk has asked the water company for an explanation.

### **b) Newsletter**

The presentation of the News is to be an Agenda item for the next meeting, and examples of other village magazines are to be obtained.

There being no further business the Meeting closed at 10.48.





