PARISH COUNCIL WRITTLE

Minutes of the Parish Council Meeting held on Monday 2 February 2015, 7.30pm in the Parish Office

Members	✓= Present		X= Absent	A = Apologies	
Mr C Hibbitt	***(CHAIR)***	A	Mr R Bray	***(VICE CHAIR)***	✓
Ms L Bowser		✓	Mrs E Roe		✓
Mrs W Walker		✓	Mr A Carter		✓
Mrs R Smith		✓	Mr B Cairns		✓
Mr M Townley		✓	Mr T Sach		✓
Mr P Delaney		✓	Mrs A Reid		✓
Mr P Sullivan		✓	Mr P Costello		✓
Mr R Schmid		✓			

In Attendance	✓= Present		X=Absent	A = Apologies	
Cllr J F Aldridge	***(ECC)***	✓	Mr D Walker	***(CLERK)***	✓
Cllr T Roper	***(CCC)***	✓	Mrs L Fox	***(Admin Asst)***	✓
Members of the Public x 2					

ACTION

1. PUBLIC FORUM

1.1 NOTED it was **noted** that there were two members of the public present.

1.2 NOTED it was **noted** that Mr Bray informed the meeting that sadly Baroness Platt had died on Sunday, 1 February. She had always been a great champion for Writtle and a prime mover in acquiring the Community Centre at Longmeads. As a consequence of her good work, there will also be a super new community centre on the new site. She was well known at the Infant and Junior schools and would present bibles to the top attainers. She opened the new Parish Office in 2012. She was also Essex County Council Chair of Education in the 1960's and chaired the Equal Opportunities Commission and was a member of the House of Lords. She was wife of Stewart Platt and they had lived in the village since the mid 50's.

2. COUNTY & CITY COUNCILLORS COMMENTS AND REPORTS

2.1 <u>Essex County Council Observations – Cllr J Aldridge</u>

2.1.1 NOTED it was **noted** that Council Tax would be held down for the 5th year in a row.

2.1.2 NOTED it was **noted** that as there was significant building in Chelmsford, the council were looking at changing the road layout and possibly introducing a one way system to help reduce congestion at certain times of the day.

2.1.3 NOTED it was **noted** that £80million would be invested over the next few years for primary school places. It was **noted** that vulnerable adults and facilities to assist these people would be a prime priority for the council.

2.1.4 NOTED it was **noted** that £4million would be spent on relief of flooding, £1million to be spent on pilots of LED streetlights.

2.1.5 NOTED it was **noted** that Shire Hall would stay in the public domain but a resolution was required to see how it would be determined. There were issues regarding the preservation of the building.

2.1.6 NOTED it was **noted** that local parish councils were not satisfied with current communication with the police. Cllr Aldridge has organised a meeting with Chief Inspector Alan Cook, District Commander for Chelmsford and Maldon, with representatives from local parish councils to discuss these issues. The meeting will be on 10 February at 7.30pm. 9 out of the 11 parishes had responded positively. Two volunteers were asked to attend from Writtle Parish Council. Mrs Reid and Mrs Walker offered to attend.

2.1.7 NOTED it was **noted** that Mr Sullivan had raised the ongoing issue of overgrown vegetation and growth along Chelmsford Road, that should have been cut back by 31 January. Cllr Aldridge to investigate. Cllr Aldridge

2.2 Chelmsford City Council Observations – Cllr T Roper and Cllr A Sach

2.2.1 NOTED it was **noted** that Chelmsford City Council had also decided to freeze council tax this year.

2.2.2 NOTED it was **noted** that there were discussions regarding the decentralization of government funds.

3. APOLOGIES FOR ABSENCE

3.1 NOTED apologies were **noted** as above.

4. MINUTES OF THE LAST MEETING

4.1 AGREED the minutes of the Writtle Parish Council meeting held on 1 December 2014 were **agreed** as an accurate record.

4.2 AGREED it was proposed by Mr Carter and seconded by Mr Townley that the **agreed** minutes be approved and signed.

5. OUTSTANDING ACTIONS

5.1 NOTED the list of outstanding actions were reviewed and updated.

5.2 NOTED it was **noted** that the dog poster signs around the village would be moved to different areas by Chelmsford City Council Dog Wardens.

5.3 NOTED it was **noted** that the Clerk would contact Chelmsford City Council regarding the cars crossing the grass area on Ongar Road. Mr Walker

5.4 NOTED it was **noted** that the Chair would investigate the maintenance of the Melba Court noticeboard. Mr Hibbitt

5.5 NOTED it was **noted** that Mrs Roe and Mrs Walker would be discussing the environment project and suitable ideas with the Junior School. Mrs Roe/Mrs Walker

5.6 NOTED it was **noted** that the Environment Committee would try to identify a

list of bench donors in the village. Mrs Roe

5.7 NOTED it was **noted** that some damage had occurred to the grass on St John's Green. The Clerk to organise for some topsoil and grass seed to be laid on the damaged area in the spring.

Mr Walker

6. DECLARATIONS OF INTEREST

6.1 NOTED there were no declarations of interest.

7. SPEED INDICATOR DEVICE

7.1 NOTED it was **noted** that the Parish Council had been unsuccessful in obtaining a grant for the devices from charitable sources.

7.2 NOTED it was **noted** that the Clerk advised that it is recommended for Parish Councils to keep 50% of the precept in the bank (£54,500). The end of year Bank balance is currently forecast at £49,000 in the bank and this includes a provision for spending £10,000 capital expenditure.

7.3 NOTED it was **noted** that there is approximately £6,500 of current budgeted costs which are unlikely to happen - £1,000 planning, £1,000 highways, £2,000 youth and £2,500 in various other budgets.

7.4 NOTED it was **noted** that the cost of two Speed Indicator Devices was approximately £9,000 + extras, with the reserves above this would maintain the required reserve.

7.5 AGREED it was **proposed** by Mr Schmid and **seconded** by Mr Carter and unanimously **agreed** that the two Speed Indicator Devices should be ordered.

7.6 NOTED it was **noted** that a vote of thanks was given to Mr Townley and Mr Carter for all their hard work on this project.

8. THE FUTURE OF LONGMEADS HOUSE

8.1 NOTED it was **noted** that a developer had been chosen and they were interested but there had been no further significant developments since the last Writtle flyer had been published.

8.2 NOTED it was **noted** that it was now in the hands of the planners. The plan was limited because of the number of TPO's on the site.

8.3 NOTED it was **noted** that the architects had re-designed the location of the site and had put together two alternative proposals. They were waiting for another pre-application meeting with the planners.

8.4 NOTED it was **noted** that there were discussions regarding the current status of the current planning situation. Cllr Roper had a planning reference regarding the new development and he would investigate further. Cllr Roper

9. BYELAWS

9.1 NOTED it was **noted** that a sub-committee of the Parish Council had made various changes to the byelaws. It was noted that there were discussions regarding the updating of the byelaws.

9.2 NOTED it was **noted** that a number of changes were recommended and subject to those revisions, the byelaws would be approved and taken to the next stage.

9.3 AGREED it was **proposed** by Mr Townley and **seconded** by Mrs Smith and unanimously **agreed** that the byelaws be accepted by the Parish Council, subject to a number of agreed revisions.

9.4 NOTED it was **noted** that the issue of how the byelaws would be enforced was raised. It was suggested that this be discussed at the forthcoming police meeting.

10. ESSEX POLICE

10.1 NOTED it was **noted** that a meeting with Essex Police had been organised by Cllr John Aldridge on 10 February at 7.30pm for Parish Councils in the Parish Office. It was **agreed** that Cllr Aldridge would chair the meeting. Tea and coffee would be provided.

10.2 NOTED it was **noted** that a letter had been received from the EALC inviting Cllrs to attend the Police Partnership Conference on 25 March.

11. TOILETS

11.1 NOTED it was **noted** that three cleaning contractors had been approached for quotes regarding the cleaning of the public toilets. Two contractors had viewed the toilets and one quote had been received. This was for £79.50 + VAT per week

11.2 AGREED it was **proposed** by Mrs Roe and **seconded** by Mr Townley and unanimously **agreed** that the Parish Council should agree a 12 month contract with the company. The Clerk to contact the company to finalise details. Mr Walker

12. WRITTLE FLYER

12.1 NOTED it was **noted** that all major reports had been received and would be delivered to the printer by Friday, 6 February.

12.2 NOTED it was **noted** that they flyers would be ready for delivery on 2 March and Cllrs would need to deliver these by 15 March. All Cllrs

13. FINANCIAL REPORT AT JANUARY 14, 2015

13.1 AGREED the Committee **agreed** the Financial Report of January 14, 2015.

13.2 AGREED it was **proposed** by Mr Sach and **seconded** by Mrs Roe and unanimously **agreed** that the receipts and payments made between November 14, 2014 and January 14, 2014 be approved and signed.

13.3 NOTED it was **noted** that Oxney Garage had closed in preparation for work to start on the flats. The issue regarding Section 106 monies for this development was discussed.

14. RECEIPT OF COMMITTEE REPORTS

14.1 Clerks Report

14.1.1 RECEIVED the Committee received the Clerks Report of January 14, 2015.

14.2 Planning & Development Committee

14.2.1 RECEIVED the Committee received the Planning & Development Committee Meeting Reports of December 8, 2014 and January 19, 2015.

14.3 Environment Committee

14.3.1 RECEIVED the Committee received the Environment Committee Meeting Report of January 19, 2015.

14.4 Highways Committee

14.4.1 RECEIVED the Committee received the Highways Committee Meeting Report of December 8, 2014.

15. COUNCILLORS QUESTION TIME

15.1 NOTED it was **noted** that Writtle News would be going on-line and a hyperlink could be put on the Parish Council website, a hard copy would continue to be delivered through ought the Parish.

15.2 NOTED it was **noted** that somebody wanted to donate a duck house for Wear Pond. Although this was felt to be a lovely gesture, there would be too much ongoing maintenance with the cleaning and repairing of the duck house for the Parish Council to accept it. The Clerk would consider a suggested alternative location.
Mr Walker

15.3 NOTED it was **noted** that works on the Writtle Car Park were due to take place w/c 23 February. It was suggested that the notice be circulated around shops and local businesses in the village to ensure everybody knew about the proposed work.

15.4 NOTED it was **noted** that Mrs Roe would be attending the Larger Council Meeting.

16. ANY OTHER REPORTS

16.1 NOTED it was **noted** a parishioner had highlighted the problem of missing panels at the bus-stop on the Green. This allowed the wind and rain to get through onto people waiting for the bus. It was **noted** that the panels had kept getting damaged and had been removed.

16.2 NOTED it was **noted** that the right hand panel at the bus stop on the Green would be removed so that passengers could see when the bus was arriving. Mr Walker

16.3 NOTED it was **noted** that the Parish Council would like to recognise Baroness Platt's support for Writtle and the Parish Council. This would be discussed at the next AGM.

16.4 NOTED it was **noted** that Cllr Aldridge would write some words about Baroness Platt for the Writtle Flyer. Cllr Aldridge

16.5 NOTED it was **noted** that the School Councils had been asked to do a poster competition about what they liked best about Writtle. Mr Hibbitt and Mrs Walker would be going to the schools to present prizes to the winners. They would also present them with their Junior Parish Councillor badge.

16.6 NOTED it was **noted** that a letter had been received from Georgia Davies regarding sponsorship for her trip to Peru. Unfortunately the Parish Council is unable to sponsor individuals and is only permitted to donate to organisations.

17. DATE OF THE NEXT MEETING

17.1 NOTED the Committee **noted** that the next meeting of Writtle Parish Council will be held on Monday March 2, 2015 at 7.30pm in the Parish Office.

17.2 NOTED it was **noted** that agenda items should be submitted to the Clerk by Friday February 20, 2015.

MEETING CONCLUDED 9.18pm

Signed: _____

For and on behalf of Writtle Parish Council

Date: _____