

**Minutes of the Parish Council Meeting Held in the John Lampon Hall.**

**In the Chair:** Mr Gili-Ross  
**Members Present:** Mrs Bowden, Mr Colbron, Mr Savage, Mr Sleigh, Mr Stevenson, Mr Stone, Mr Tyrrell  
**Clerk:** Mrs Walsom  
**Present:** Councillor Willetts until 9.30p.m.

1. **Apologies for Absence**

Apologies were received from Mrs Church, Mr Johnson and Mr Short.

2. **To Approve and Sign the Minutes of the Previous Meeting**

The Minutes of the previous Parish Council meeting were approved and signed with no amendments.

3. **Matters Arising**

There were no matters arising.

7. **Village Engagement Strategy and to Raise the Profile of the Parish Council**

A report from the working party had previously been circulated. Harry Stone gave a presentation on the progress of the working party. Following discussion it was agreed that the following initiatives would be implemented:

- The Co-op will be asked if a Parish Council notice board could be erected outside the shop to replace the one lost when the Post Office was moved
- A sub-committee will be formed in January to forward plan the Annual Parish Meeting
- A new format will be used for the Agenda early in the new year
- Mr Stone will move forward with engaging the youth of the village
- A Parish Councillor will be appointed as publicity officer to help raise the profile of the Parish Council

The Parish Council supports the strategy and new initiatives introduced will be monitored for their effectiveness.

8. **Environment Report**

Minutes of the Environment Committee meeting held on Thursday 11<sup>th</sup> October 2007 were received.

- The Parish Council supports a tree planting scheme.
- A letter will be sent to the resident of Hill House to request that an overgrown hedge adjacent to Colchester Road is cut back.
- A voluntary group will be working on both the Lexden Road and Queens Head ponds later in the year.

6. **Planning Report**

Minutes of the Planning Committee meeting held on Wednesday 17<sup>th</sup> October 2007 were received.

7. **Parish Plan Report**

Information about the Parish Plan is now on the website and there will be an article in the next Village Bulletin. There will also be a consultation about the Plan on the website in December

8. **Finance Report and Proposed Expenditure**

The General Account showed 93% income, 34% General expenditure and 50% Environment expenditure (39% overall expenditure).

- Grants are to be explored for resurfacing the Orpen Hall Car park. Estimates are needed.
- After reviewing his proposals, it was proposed by Mr Savage, seconded by Mr Stevenson and agreed that Dave Kingaby would continue to maintain the village website at existing levels of service. His fee for the year will be £750.

Mr Gili-Ross declared an interest for this item.

- It was agreed that the Parish Council would still make a donation of £750 to the Cricket Club after they advised that the lawn mowing equipment they are purchasing is less expensive than was originally anticipated. However more equipment is needed.

It was proposed by Mr Sleigh and seconded by Mr Stone to approve the following payments:

Record RSS	Play equipment	17507.49
Adler Business Systems	Ink cartridges	41.69
Graham Broom	Expenses	32.14
Inland Revenue	Employers NI	20.94
CBC	Dog bins	96.73
NRG	Photocopying	1.80
John Gili-Ross	Expenses/CCTV wall bracket/ink cartridge/extension lead	112.82
RCCE	Hall course – Bernard Colbron	15.00
Val Walsom	Hostroute annual review	76.00
Allianz Insurance	Additional insurance for play equipment	120.23

Salary payments were made to Mr Broom and Mrs Walsom

#### 9. Correspondence

- NALC about Paragraph 12(2) of the Model Code of Conduct.  
It was proposed by Mr Savage, seconded by Mr Colbron and agreed by all to adopt Paragraph 12(2) of the Model Code of Conduct.
- Localism and Parish Councils – Mr Gili-Ross will put together some proposals to be discussed in January.
- Email from Mr Gordon about anti social behaviour and road safety. These issues are already being addressed by the Parish Council.
- Correspondence with the Police about PCSOs. This will be explored further.
- EALC training Courses:  
Statutory Planning – 29/11/07  
Roles and Responsibilities – 13/11/07  
Risk Management – 21/11/07 or 22/11/07  
Chariman’s Day 3 – 07/11/07  
EALC/ETP/SLCCE Joint Networking Event – 21/11/07
- A letter of complaint had been received from Mr Mayhew following telephone conversations he had with Mr and Mrs Tyrrell about a hall booking. Following this regrettable incident he will be asked not to use the dedicated phone. Mrs Mayhew will be asked to contact BT to arrange a personalised answer phone message i.e. For hall bookings to leave message, name and phone number.

#### 10. Borough Councillor’s Report

There was no report.

#### 11. Village Bulletin and Website

The Bulletin was entered into the RCCE competition. Although it didn’t win, it did make it into the last 14 out of 90 entries.

Mr Colbron will attend a workshop.

The next meeting will be on Wednesday 28<sup>th</sup> November 2007.

Signed .....Chair of Parish Council      Date.....