



## WEST BERGHOLT PARISH COUNCIL

# Minutes of the Parish Council

Meeting held in the John Lampon Hall - 23<sup>rd</sup> July 2008 at 7.30p.m.

In the Chair: John Gili-Ross  
Members Present: Sally Butcher, Jenny Church, Bernard Colbron, Andrew Savage, Chris Stevenson and Harry Stone  
Clerk: Val Walsom  
Present: Councillor Tod, Councillor Willetts

### 1. Apologies for Absence

Apologies were received from Peter Johnson, David Short, Peter Sleigh and Bob Tyrrell.

### 2. Declaration of Interest

There were no Declarations of Interest.

### 3. Minutes

Minutes of the Annual Parish Meeting and the Parish Council meeting held on 25<sup>th</sup> June 2008 were approved with no amendments.

### 4. Borough Councillors' Report

There is currently no overall control of the Council and no agreed plan for how services and priorities will be changed.

### 5. Parish Plan

The first issue of the document is now complete and will be published on the website. Parish Councillors need to read it and come to a resolution to approve it. The Parish Council needs to issue a formal comment of how it will be used. A four page summary will be placed in the next Village Bulletin.

The Parish Plan committee will continue and ask volunteers to join them for a meeting in October. It is hoped the Action Plan will be community led.

Following a competition at the Village Fayre it was decided to use the slogan 'Moving Forward'.

### 6. Village Engagement Strategy and Raising the Profile of the Parish Council

BYG Survey and Youth Bus:

40 returns of the survey were received from pupils at Heathlands and the younger pupils at Stanway School. More were received from girls than boys. The most popular request was for a fortnightly Youth Club to be held on Friday evenings. There were also requests for more activities for sport. Any equipment used could be stored in the Orpen Hall lockups.

On 18<sup>th</sup> August the Youth Bus will be at the Orpen Hall. Hannah Powney from Essex Youth Services will attend and provide refreshments. The bus will attend monthly from the Autumn Term. Hannah has agreed to help write bids for funding.

### Evaluation of Changes:

There have been positive comments about the new notice board and more useful information in the Village Bulletin.

The new format for Parish Council meetings has been a success. The Parish Councillors need to be aware of any issues which may be in conflict with their role as Trustees.

The new format for the Annual Parish Meeting was successfully and it is hoped that the word will spread for next year's meeting. The Annual Report was also a success.

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Chairman - John Gili-Ross Vice-Chairman - Bob Tyrrell Councillors - Jenny Church, Bernard Colbron, Peter Johnson, Andrew Savage, David Short, Peter Sleigh, Chris Stevenson, Harry Stone



## W E S T B E R G H O L T P A R I S H C O U N C I L

### 7. MUGA

John Gili-Ross gave a brief description of how the MUGA came to be. It was felt that many people do not know how to gain access to the MUGA. Currently, the Parish Council does not receive an annual report. However, the Parish Council has the authority to see this should it wish to. It was suggested that members the BYG have a meeting with the WBMSC.

### 8. Progress Reports for Information

#### Parish Clerk

To consider forthcoming courses and events:

EALC - New Councillors File costing £12. It was agreed to order 2 files.

Essex Training Partnership - Risk Management Course - 10/09/2008

Freedom of Information Act and Data Protection Workshop - 16/09/2008

RCCE - Augustine Courtauld Trust Awards 2008

#### Village Bulletin

The Village Quiz raised £320 for West Bergholt First Responders. It was won by the Parish Plan team. The Bulletin is being entered into the Best Magazine for Essex competition.

#### Village Website

Photos of Parish Councillors and staff are now on the website.

### 9. Planning

Minutes of the Planning Committee meeting held on Wednesday 16<sup>th</sup> July 2008 were received.

- A letter had been received from Jackson and Partner Solicitors in response to the Lorkin Daniell Playing Field Trustees' letter to the residents of 26 New Church Road about the encroachment. The Plan sent with the letter may be inaccurate. This will be checked before a response is made.

### 10. Environment Issues

Minutes of the Environment Committee meeting held on 10<sup>th</sup> July 2008 were received.

- Children were seen playing hide and seek by the electric box on the Lorkin Daniell Playing Field. Gary Walls has now put on a new door over the existing one. The Parish Council has been unable to find out who owns the box so the key will be kept in the Orpen Hall in case the owners come forward.
- A letter had been received from St Mary's Church asking for signs to the church to be erected. This will be considered by the Environment Committee.

### 11. Village Hall Matters

Minutes of the Hall Committee meeting held on 10<sup>th</sup> July 2008 were received.

- It was agreed to purchase 20 tables and a trolley at a cost of £561.
- A new fire blanket was purchased to replace the one used by the Orpen Players following an incident with the cooker.
- RCCE are offering an Energy Efficiency Audit Service. This will be looked into by the committee at its next meeting.

### 12. Finance

The General Account showed 45% income, 26% general expenditure, 25% environment expenditure and 25% expenditure overall.

The Hall Account showed 29% income, 51% expenditure.

- The Annual Return has been sent to the Auditor.
- It was agreed to give Gary Walls an appreciation sum of £150 following his hard work towards the success of the Best Kept Village Competition. This is part of the prize money received. The rest of the prize money of £100 will be earmarked for the BYG.



## W E S T B E R G H O L T P A R I S H C O U N C I L

- The grant application for £23,250 for windows, guttering and down pipes for the hall has been completed and signed.

It was proposed by Jenny Church and Seconded by Andrew Savage to make the following payments:

### General Account

| Salary Payments to Mrs Walsom and Gary Walls |   |        |
|--|---|--------|
| Adler Business Systems                       | Ink Cartridges                            | 44.63  |
| Harry Stone                                  | RCCE Conference                           | 10.00  |
| Anglian Water                                | Water Rates for Pools Land and Allotments | 206.22 |
| Inland Revenue                               | NI  | 19.75  |
| Colchester Skip Hire                         | Skip for Allotments                       | 117.50 |
| West Bergholt 1 <sup>st</sup> Responders     | Village Quiz                              | 320.00 |

### Orpen Hall Account

| Salary Payment to Mrs Mayhew |                                   |        |
|------------------------------|-----------------------------------|--------|
| Caroline Nix                 | Cleaning                          | 504.00 |
| June Mayhew                  | Cleaning materials and stationery | 52.33  |

### 13. Correspondence

- EALC - Disappointed that only 3 people from the Essex Association and one other Essex delegate attended the annual NALC meeting in Scarborough.

### 14. Consideration of Items for the Next Agenda

The Parish Plan motion to adopt.

### 15. Date of Next Meeting

The next meeting will be on Wednesday 24<sup>th</sup> September 2008, commencing 7.30p.m. There will be no meeting in August.

Signed .....

Date .....

Position on Parish Council.....