



## WEST BERGHOLT PARISH COUNCIL

# Minutes of the Parish Council

Meeting held in the John Lampon Hall - 26<sup>th</sup> November 2008 at 7.30p.m.

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

### 1. Apologies for Absence

There were no apologies for absence.

### 2. Declaration of Interest

John Gili-Ross declared an interest for an issue to be discussed in Item 11 about payment to the Web Master. Andrew Savage declared an interest in a planning application for Pattens Yard, Nayland Road in Item 6.

### 3. Minutes

Minutes of the meeting of 22<sup>nd</sup> October were amended at Item 10, line 7 to read "seconded by Jenny Church". Following the amendment the minutes were approved.

### 4. Borough Councillors' Report

Jill Tod had spoken to Geoff Harris of CBC about the possibility of a lay-by by the railway crossing in Chitts Hill for rail engineers to park in whilst they are working in the area. This would be paid for by the rail company.

### 5. Progress Reports for Information

#### Parish Clerk

To consider forthcoming courses and events:

Essex Training Partnership - Council Finance Course - 10/12/08

CBC - Christmas recycling schedule

Chris Stevenson volunteered to become the PC's Emergency Planning representative.

Jenny Church agreed to become Footpaths Officer. The Environment committee will discuss who will replace Peter Johnson as Tree Officer.

#### Village Bulletin

The Village Bulletin has come to the end of this year's cycle for advertisers. There is a waiting list for next year.

#### Village Website

It was agreed that the village would benefit from a village communications officer to liaise between village organisations and Dave Kingaby, to ensure the website is used to its full potential. Chris Stevenson will ask for a volunteer at the Parish Plan meeting to be held on Saturday 29<sup>th</sup> November.

### 6. Planning

No meeting was held this month. However, a report had been distributed about planning applications received and these were discussed at this meeting.

A planning application to review the use of the MUGA will be discussed further before it is submitted.

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

## 7. Parish Plan

A "Moving Forward Together" workshop will be held on Saturday 29<sup>th</sup> November at 10.30a.m. A draft agenda was circulated. The second issue of the Parish Plan will have photographs.

## 8. Environment Matters

Minutes of the Environment Committee meeting held on 13<sup>th</sup> November 2008 were received.

- Work has now started on the entrance to Poors Land.
- Footpaths in Sackville Way will be resurfaced in December.
- Church signs - Arrangements will be made for a member of the Church to visit AOK signs with David Short, to choose which design is preferred. Confirmation is needed in writing to advise that the Church will be paying for their purchase and erection.
- The Church yard clear up will take place on 29<sup>th</sup> November. The state of the Church yard will be monitored.
- Allotment rents for 2010 will be discussed at the next Allotment Holders' meeting.

## 9. Village Hall Matters

Minutes of the Hall Committee meeting held on Thursday 13<sup>th</sup> November 2008 were received.

- CCTV - A letter will be sent to Panther Security telling them of the PCs dissatisfaction of the service received. An alternative maintenance contractor will be sought.
- Orpen Players - A letter will be sent to the Orpen Players to ensure the new payment arrangements are regularised. They will receive a 10% reduction for payment in advance.
- It was agreed that Bluebells can erect two external signs. These will be hung on hooks and removed daily.
- Quotes will be sought for repairs to the roof.

## 10. BYG

A management group has been set up with help from The Essex Association of Boys Clubs. Advice was given about bank accounts, CRB checks, a Constitution etc. The group will need Trustees to distribute the money. There is a need to move quickly in order for the group to be up and running early in the new year. There will be fortnightly meetings. A prospective club leader has come forward who would be willing to organise activities.

A grant of £6000 has been applied for. It was proposed by Andrew Savage and seconded by Jenny Church that the PC would make a donation of £300 towards setup costs. This was approved.

Pros and cons of running a mini bus - Harry Stone circulated a report of some of the issues for and against. This will need a lot more research before a decision is made.

## 11. Finance

The General Account showed 93% income, 42% general expenditure, 53% environment expenditure and 46% expenditure overall.

The Hall Account showed 54% income, 83% expenditure.

- The Audit for the financial year 2006/2007 has finally been completed by Lubbock Fine.
- It was agreed to continue David Kingaby's current arrangement for the website maintenance for the year.
- Grants - The PC's share of CBC's grant for this year is £10,000, to be confirmed in writing. The PC has agreed match funding of £7,000. Quotes for windows, doors, fascias, gutterings and downpipes have been received. The preferred companies will be approached to see what can be done for the £17,000 now available. This will need further discussion. Other sources of grants will be looked into.

### 2009/2010 Budgets

- Andrew Savage presented proposed budgets for 2009/2010. These represented an increase in the Precept of 2.1%. The budgets will be approved at the January 2009 meeting.
- Allotment rents for 2010 will be agreed at the January 2009 meeting.
- Playgroup and Orpen Players storage rents will remain unchanged for the next financial year.
- Hall hire rates will increase by 3% rounded down.

It was proposed by Harry Stone and seconded by Jenny Church to make the following payments:

**General Account**

Salary Payments to Mrs Walsom and Gary Walls		
AOK Signs	No Dogs Allowed signs	247.87
Sue Day	BYG refreshments	9.04
Ernest Doe	Nylon wire	19.38
Pinnacle	Additional grass cut on Poors Land	39.10
EALC	Chairman's Day course	52.00
SLCC	Annual Subscription	105.00
V Walsom	Expenses	104.00
Inland Revenue	NI	44.51
G Walls	Expenses	60.00
Lubbock Fine	Audit – 2006/2007	364.15
Bakers of Danbury	Repairs to the village sign	740.25

**Orpen Hall Account**

Salary Payment to Mrs Mayhew		
Roberts Cleaning Services	Window cleaning	25.00
A to Z Supplies	Cleaning materials/First Aid kit/Accident book	84.42
Abacus	Repairs to lock	52.88
Caroline Nix	Cleaning	504.00
J Mayhew	Refuse sacks/First Aid equipment	36.76

**12. Correspondence**

- John Gili-Ross drafted a letter of thanks to John Ford following his resignation from the Neighbourhood Watch. This was approved.
- Heathlands PTA sent a letter of thanks for use of the Poors Land for the Fireworks Display. Over £9000 was raised and the evening was very successful. They requested permission to hold the event next year on 7<sup>th</sup> November 2009 and to erect a sign on the corner of Poors Land. This was agreed. It was also agreed to ask BHYFC to avoid using Poors Land for football matches over that weekend.

**13. Consideration of Items for the Next Agenda**

Progress on research of running a mini bus.

**14. Date of Next Meeting**

28<sup>th</sup> January 2009 - 7.30p.m.

Signed .....

Date .....

Position on Parish Council.....