



## 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

# Minutes of the Parish Council Meeting Held in the John Lampon Hall on 23<sup>rd</sup> March 2011 at 7.30p.m.

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|------------------------------|--|
| Chair                        | John Gili-Ross   |
| Parish Councillors Present   | Jenny Church, Bernard Colbron, Sue Day, Andrew Savage, David Short, Harry Stone and Bob Tyrrell. |
| Parish Clerk                 | Val Walsom   |
| Borough Councillors Present: | 7 members of the public, (6 people left after the public session), Councillor Ann Brown,         |
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| 1 | <b>Apologies for Absence</b>            | Apologies were received from Peter Sleigh and Chris Stevenson.   |
| 2 | <b>Declaration of Interest</b>          | There were no declarations of interest.  |
| 3 | <b>Minutes</b>                          | The minutes of the meeting held on 23 <sup>rd</sup> February 2011 were approved with no amendments.  |
| 4 | <b>Borough Councillor's Report</b>      | There were no Borough Councillors present at the meeting.  |
| 5 | <b>Progress Reports for Information</b> | <ul style="list-style-type: none"> <li>• EALC - Let us Help - in house Parish Councillor training</li> <li>Internal Auditors bank</li> <li>• Parish Councillor Elections - to be held on 5<sup>th</sup> May 2011, if necessary. Nomination papers distributed. Completed forms to be returned to CBC by 4<sup>th</sup> April 2011 by the Clerk.</li> <li>• The Annual Parish Meeting will follow the Annual Parish Council Meeting on 23<sup>rd</sup> May 2011 at 7p.m. A short Parish Council meeting will follow for urgent business only. Items for discussion at the APM will include the MUGA and the Village Design Statement. Committee reports to be passed to the Clerk as soon as possible.</li> </ul> |
| 6 | <b>Planning and Development</b>         | Minutes of the Planning and Development committee meeting held on 16/03/11 were received.<br>There were no further comments.   |
| 7 | <b>Parish Plan</b>                      | There was no update from the Parish Plan Steering Group.<br><b>Broadband Update</b> - 65 homes have now been connected. A meeting was held with County Broadband. They will be looking at an alternative delivery mechanism and are planning to offer a 20Mbps service by the end of the year. There are still some access problems to some areas. Another monitoring meeting will be held in April.   |
| 8 | <b>Environment and Highways</b>         | Minutes of the Environment and Highways committee meeting held on 10/03/11 were received. <ul style="list-style-type: none"> <li>• A procedure for carrying out reseeded of Poors Land has been agreed.</li> </ul>   |

- The site for a memorial bench on Poors Land has been agreed.
- Nice 'n Stripey to start mowing the three grass areas by the village signs. Templates of the signs they propose to erect will be provided for approval before being erected.
- It was agreed to extend the grass cutting contract with Pinnacle for another year.
- The Dog Warden will be patrolling the village early in the morning this week. More dog fouling posters to be displayed.
- BHYFC are to be contacted about rubbish left on Poors Land and in School Lane after football matches.

9 **Traffic Working Party**

There is no progress by the Traffic Working Party as there has been no response from ECC.

10 **Premises and Recreation**

Minutes of the Premises and Recreation committee meeting held on 10/03/11 were received.

- Gary Walls will look at the problem of blocked toilets at the front of the hall.
- Work on the CCTV system will commence on 21<sup>st</sup> April 2011.
- It was agreed that permission will not be given to the Bowls Club to install a display cabinet in the Orpen Hall.
- Signs and notices in the hall need smartening up.
- The insurers have finally agreed to pay out to wind damage to the hall. Richard Grays is putting together a proposal for the necessary repair works. Any additional work needs to be considered to be completed at the same time.
- A sound engineer has carried out tests, free of charge, on acoustics in the John Lampon Hall. Once the results are received a contractor will be employed to carry out the work. It is likely that the sloping and flat surface of the ceiling will be treated. John Gili-Ross asked Councillor Brown to thank ECC for grants received by Parish Councils for such projects.

**MUGA** - A meeting took place between Trevor Hooton, Andrew Savage and Harry Stone about transferring management of the MUGA to the Trustees. The accounts appear in a good order with a balance of approximately £3500 with £100 owed for electricity. Areas which need consideration are: lighting tokens; securing the area and a booking system.

It was decided not to take over the management until June giving the PC time to make the necessary arrangements. However the Trustees will immediately begin making plans for the running of the facility.

Current members will be contacted.

Signs warning parents to keep children off the fence will be erected.

Harry Stone will set up a working party to report to the Premises and Recreation committee which will decide on membership costs etc.

A letter to be drafted in response to the WBMSC committee's letter about the hand over.

11 **Finance and Policy Advisory**

The accounts for February 2011 were presented as follows:

The General Account showed 97% income, 94% general expenditure, 69% environment expenditure and 85% expenditure overall.

The Hall Account showed 111% income and 84% expenditure.

Parish Council risk assessments need to be reviewed.

## Expenditure

It was proposed by AS and seconded by BC to make the following payments:

Payment Details	Expense Purpose	Amount
GENERAL ACCOUNT		
RCCE	Subscription	40.00
Mail Boxes Etc	Village Bulletin printing	539.00
CALC	Subscription	35.00
CBC	Bins	796.32
B Colbron	Village Bulletin Editor	180.00
Val Walsom	Renew Hostroute	93.96
Inland Revenue	Tax/NI	91.49
WB Methodist Church	Donation	150.00
WB Cricket Club	Donation	450.00
ORPEN HALL ACCOUNT		
Mike's Cleaning Services	Cleaning	625.00
Vincent Pizzuto	Plumbing work	32.40
Elanar Technical	Boiler repairs	308.57
Ask Us	Plumbing - toilets	96.00

Salary payments were made to Val Walsom, Gary Walls and Stephen Cook from the General Account and June Mayhew from the Hall Account.

- 12 [Village Bulletin and Website](#) The latest edition of the Village Bulletin is now on the website. There is still a short waiting list of prospective advertisers. There will be an article about the Parish Plan in the next issue.  
The monthly Website report has been distributed.
- 13 [Correspondence](#) Heathlands Primary School is currently in consultation to extend the school to create places for the increasing school population in the north of Colchester. This will mean creating 2 new classrooms and additional hall space. The project is due to start in September 2011 and will be completed by September 2012. The school has asked for permission to use Poors Land as access for contractors and their machinery from School Lane. It was agreed this would be acceptable subject to confirmation that the land would be completely reinstated at the end of the building work. A letter will be sent to the school.  
Sally Butcher has resigned from the Parish Council with immediate effect.
- 14 [Consideration of Items for the Next Meeting](#) Severe Weather Policy - Policy to be circulated before the meeting.  
Annual Parish Meeting.  
Communications
- 13 [Date of Next Meeting](#) 27<sup>th</sup> April 2011.

Signed:

Date:

Position on Parish Council: