



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 27th April 2011 at 7.30p.m.

Chair John Gili-Ross
 Parish Councillors Jenny Church, Bernard Colbron, Sue Day, Andrew Savage, David Short Chris Stevenson and Bob Tyrrell.
 Present
 Parish Clerk Val Walsom
 Borough Councillors
 Present: Councillor Willetts and 1 member of the public

- 1 **Apologies for Absence** Apologies were received from Harry Stone and Councillor Tod.
- 2 **Declaration of Interest** There were no declarations of interest.
- 3 **Minutes** The minutes of the meeting held on 23rd March 2011 were approved with no amendments.
 Following discussion it was agreed that the Clerk would contact EALC about the legalities of reporting any issues arising from the public session prior to the Parish Council meeting.
- 4 **Borough Councillor's Report** Hill House Farm Access planning application is on CBC's agenda, to be determined.
 Following a debate CBC narrowly voted against putting Colchester forward for City Status.
- 5 **Progress Reports for Information** Forthcoming courses, workshops and events:
 - Colchester Community Voluntary Services - Volunteers thank you lunch - 22/06/11. Volunteer groups within the village will be asked to put forward any names. They can also nominate 2 volunteers to receive a certificate for either Outstanding Contribution or Long Service.
 - EALC - Minutes and Agenda Course - 26/05/11. The Clerk will ask for the notes from this course
 - EALC - Freedom of Information Act and Data Protection Workshop - 11/05/11
 Parish Council Elections:
 There will be no Parish Council election this year. Nine current Parish Councillors and one new member have been unopposed. There is now one vacancy.
 Annual Parish Meeting:
 The Annual Parish Meeting will follow the Annual Parish Council Meeting on 23rd 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.
- 6 **Planning and Development** Minutes of the Planning and Development committee meeting held on 20/04/11 were received.
 There were no further comments.

- 7 **Parish Plan** The **Parish Plan** monitoring report has been completed. It will be published in September's Village Bulletin and on the website
Broadband Update - Anyone on the waiting list should have been contacted. County Broadband is looking at ways to increase capacity. ECC has agreed that an aerial can be installed on the school's chimney.
The final draft of **The Village Design Statement** is ready to be presented at the Annual Parish Meeting. A copy will be emailed to members of the Parish Council. The VDS will be adopted at a later meeting.
- 8 **Environment and Highways** There was no meeting this month.
- Severe Weather Policy - minutes of a meeting held last December will form the basis of the Policy. It will be discussed at the next committee and the outcome brought to a future Parish Council meeting.
 - Work to improve the football field on Poors Land is to commence this week.
 - Residents on New Church Road have cut the hedge adjacent to their property on the Lorkin Daniell Field and left the cuttings behind the Football Club. A letter will be sent to the residents to advise them that the cuttings need to be removed.
 - Footpath 14 - Definitive Order has been received from ECC.
- 9 **Traffic Working Party** There is no progress by the Traffic Working Party as there has still been no response from ECC. Speedwatch training is taking place on 28th April.
- 10 **Premises and Recreation** There was no meeting this month. However, a report was received.
MUGA - A meeting has taken place to discuss access and booking arrangements. Existing members have received a letter about membership and fees. A booking system has been organised and will be handled at the Co-op. A volunteer has agreed to act as Membership Secretary. The MUGA committee will report to the Premises and Recreation committee.
- 11 **Finance and Policy Advisory** The accounts for March 2011 were presented as follows:
The General Account showed 103% income, 101% general expenditure, 77% environment expenditure and 92% expenditure overall.
The Hall Account showed 120% income and 97% expenditure.
The Clerk has produced the Annual Accounts which have been distributed. These will be approved at the meeting in May together with the Annual Return.
It was agreed to donate £100 to Bluebells for their event to celebrate an Outstanding OFSTED inspection.

Expenditure

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

Payment Details	Expense Purpose	Amount
GENERAL ACCOUNT		
David Kingaby	Website support service	212.50
Ernest Doe	Litter picker/nylon line/safety helmet	74.19
AON Ltd	Charity and PC Insurance	2996.72
EALC	EALC/NALC affiliation fee	530.95
Inland Revenue	Tax/NI	72.20
ORPEN HALL ACCOUNT		
Mike's Cleaning Services	Cleaning	550.00
Anglian Water	Water rates	616.84
CBC	Rates	168.87
AtoZ Supplies	Cleaning materials	129.70
June Mayhew	Cleaning and key cutting	16.65

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 and Communications** The monthly Website report has been distributed. Communication within the village will be discussed by the new Parish Council later in the year.
- 13 **Correspondence** Eric Pickles MP will be visiting EALC shortly. Any questions for him should be directed to John Gili-Ross.
- 14 **Consideration of Items for the Next Meeting** There were no items put forward for the next meeting
- 15 **Date of Next Meeting** 25th May 2011 - Annual Parish Council Meeting to start at 7p.m. to be followed by the Annual Parish Meeting, then the Parish Council Meeting.

Signed:

Date:

Position on Parish Council: