



## WEST BERGHOLT PARISH COUNCIL

### Minutes of the Parish Council Meeting Held in the John Lampon Hall on 28<sup>th</sup> September 2011 at 7.30p.m.

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: Councillor Harrington, Councillor Willetts

- 1 **Apologies for Absence** Apologies were received from Liz Harrington and Chris Stevenson.
- 2 **Declaration of Interest** BT declared an interest in a planning application which was discussed at the meeting of the Planning and Development Committee on 21<sup>st</sup> September 2011.
- 3 **Minutes** The minutes of the meeting held on 27<sup>th</sup> July 2011 were approved with no amendments.
- 4 **Public - 'Have your say'** A resident highlighted the poor condition of Albany Road including weeds, dog fouling and parking on junctions.
- 5 **Borough Councillor's Report** Councillor Harrington advised that Speedwatch is going well. The Police are responding to reports and sending out their own officers. Councillor Harrington has called in the Planning Application at 5 Hall Road to Borough planners. Borough Council budget cuts have affected: facilities for the elderly; Parish Councils; tourism and history in the borough. The Borough Council is warning of the possibility of travellers from Dale Farm arriving in the area.
- 6 **Progress Reports for Information** Forthcoming courses, workshops and events:  
 EALC - Employment Issues Course - 03/11/11  
 Law and Procedures Course - 15/11/11  
 Chairmen's Day 3 - 23/11/11 - BT To attend  
 Funding Day - 10/11/11  
 EALC AGM - 27/10/11  
 Risk Assessment Course - 07/10/11  
 Roles and Responsibilities Course - 18/10/11  
 JG-R stated that EALC needs to continue to increase subscriptions and encourages Parish Councils to use their training facilities in order to continue.  
 ECC - Chitts Hill level crossing closures overnight - 02/10/11 and 13/11/11  
 NALC - Future of Standards of Conduct of Members of Local Authorities in England - Update  
 RCCE Conference - 22/10/11 - BC to attend

- 7 **Village Bulletin, Website and Communications** **Village Bulletin** - There is a queue of prospective advertisers. The Village Bulletin team are looking at the feasibility of adding an additional page to cater for them. They are also looking at distributing fliers. The Bulletin will be entered into RCCE's competition.
- Communications** - An article will be included in the next Village Bulletin about communication within the village and placed on notice boards. Residents will be asked whether they would prefer to receive hard copies of regular newsletters or emails.
- Website** - The latest report had been distributed. Clubs and organisations to be encouraged to use the website.
- 8 **Planning and Development** Minutes of the Planning and Development committee meetings held on 18/08/11 and 21/09/11 were received. Planning Applications for Sprawls Farm and 16A Mumford Road have been withdrawn.
- 9 **Parish Plan** **The Parish Plan** - There was no meeting to report on. **Localism Bill** - The Village Design Statement will continue as Planning supplement. Parish Councils will have the opportunity to formulate a Neighbourhood Plan giving it more local determination of planning issues. If a community has the Power of Competency the Neighbourhood Plan (NP) will give Parish Councils more planning powers as long as the NP does not contradict the Local Development Framework and is legal. A Neighbourhood Plan should specify specific requirements e.g. where to build, what to build and designate areas of recreation etc. **Broadband Update** - the minutes of the Quality Broadband Contract Meeting held on 12/09/2011 were presented. JGR declared an interest with respect to broadband matters associated with County Broadband.
- 10 **Environment and Highways** Minutes of the Environment and Highways committee meeting held on 08/09/11 were received.
- Salt bins have been refilled. Still awaiting delivery of salt from CBC.
  - Police are looking into a vehicle parked on the grass verge opposite Ash's shop.
  - The Planning Inspectorate will inspect Footpath 17 on 14/11/11.
- Severe Weather Policy** - Two residents have offered to help with distribution of salt in bad weather.
- 11 **Traffic Working Party** A 'build out' on New Church Road by the footpath leading to Mumford Close is on Highway's list should funding become available. A consultation on the proposed expansion of Heathlands Primary School will be held on 04/10/11 from 2p.m. - 8p.m. This is an opportunity for all parents, local residents and staff to view the proposed plans and make comments.
- 12 **Premises and Recreation** Report from the Premises and Recreation committee meeting was received.
- Quotes for the project of installing audio visual equipment in the hall have been received. The equipment will be installed in both halls and will be wireless enabled.
  - The specification for repairs to the hall kitchen has been sent to the loss adjustor.
  - It is hoped that sound proofing will be fitted in the John Lampon Hall during the October half term holiday.

- The facility provided to store Speedwatch equipment is very useful.
- Drains need to be cleared.
- CBC to be contacted about not regularly collecting cardboard.

#### MUGA

- It was agreed to pressure wash and weed the surface. White lines will also be replaced at a cost of £600.
- Over £2000 has been taking in membership fees and one off hire charges since June 2011.
- Money will be earmarked to have the facility completely refurbished in 4 to 5 years time.

### 13 Finance and Policy Advisory

The accounts for July/August 2011 were presented as follows:

The General Account showed 59% income, 22% general expenditure, 27% environment expenditure and 24% expenditure overall.

The Hall Account showed 37% income and 41% expenditure.

- It was agreed to increase Gary Walls' salary effective from 01/04/11.
- Social Club has paid the rent due this quarter and a meeting will be arranged with Bernard Sanach to discuss overdue items and the rent revue.
- The Scout Hut 30 year lease is due for renewal next June.
- St Helena Hospice has sent a letter of thanks for the donation made from the Quiz Night.
- Expressions of interest for ECC Capital fund grant applications need to be lodged by the end of October and applications in by the end of November.
- Notification has been received for the Cory Environment Trust grant fund. AS will look at this.

#### Expenditure

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

Payment Details	Expense Purpose	Amount
<b>GENERAL ACCOUNT</b>		
Ernest Doe	Environment expenditure	23.18
Anglian Water	Water rates	171.14
EALC	Training	60.00
Inland Revenue	Income Tax	153.80
G Walls	Purchases and mileage	71.79
RCCE	Conference fee	15.00
E-on	MUGA Lights	18.02
Ernest Doe	Environment expenditure	30.18
Mail Boxes Etc.	Village Bulletin	646.80
V Walsom	Payroll software	65.88
Inland Revenue	Income Tax	72.40
G Walls	Purchases and mileage	67.18
S Cook	Mileage	39.00
Dave Kingaby	Webmaster quarterly payment	212.50
<b>ORPEN HALL ACCOUNT</b>		
Mike's Cleaning Services	Cleaning August	475.00
AtoZ Supplies	Cleaning materials	101.47
Roberts Cleaning	Window cleaning	25.00
June Mayhew	Admin expenses	36.86
Mike's Cleaning Services	Cleaning September and floor	900.00
EKB Contracts	Electrical repairs	291.00
June Mayhew	New padlock	9.95
Elanar Technical Services	Repairs to boiler	596.99

John Gili-Ross                      Lock box                      29.60  
Salary payments were made to Val Walsom, Gary Walls and Stephen Cook  
from the General Account and June Mayhew from the Hall Account.

14 **Correspondence**      There was no additional correspondence to discuss.

15 **Consideration of  
Items for the  
Next Meeting**      None presented.

15 **Date of Next  
Meeting**              26<sup>th</sup> October 2011

Signed:

Date:

Position on Parish Council: