

# **ACDPC**    **ASSOCIATION OF CHELMSFORD DISTRICT PARISH COUNCILS**

Acting Secretary

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Chairman

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The Executive Committee of the Association of Chelmsford District Parish Councils met on **TUESDAY 31<sup>ST</sup> JULY 2007** at 7.50 pm in Committee Room 1 at Great Baddow Parish Hall, 19 Maldon Road, Great Baddow, CM2 7DW

PRESENT:    Mrs K Plumridge (Chairman) (East Hanningfield)  
                 Cllr C Cole (Broomfield)  
                 Cllr Mrs B Dewar (West Hanningfield)  
                 Cllr J Drake (Writtle)  
                 Cllr M Howarth (Little Waltham)  
                 Cllr D Whiteing (Danbury)  
                 Miss A Wood (Acting Secretary) (Great Baddow)

1.    **Apologies for Absence** were received from Cllr S Berlyn (Vice Chairman) (Danbury)
2.    **Minutes of the last meeting** held on 23<sup>rd</sup> November 2005 were circulated and noted by the committee.
3.    **Presentation of Accounts to date**  
Copies of Accounts to 31<sup>st</sup> March 2004 and 31<sup>st</sup> March 2005 had been circulated and were noted. Miss Wood said that once she had the papers, she would draw up a set of up to date accounts.
4.    **To decide on new signatories for the bank account**  
It was noted that the bank balance stands at £665.69. It was resolved that the bank account will be with the Lloyds TSB and that the cheque mandate will be for any two signatures from three. It was also resolved that Mrs Plumridge, Cllr C Cole and Miss Wood should be the signatories. Miss Wood said that she would arrange for the form to be completed and submitted to the bank.
5.    **Subscriptions for 2007/2008**  
A report from the Acting Secretary had been previously circulated. After discussion, it was agreed that no subscriptions would be collected for the current financial year 2007/2008. The Acting Secretary was asked to send all information to all the councils in the Chelmsford district for the rest

of the year. It was agreed that the question of the subscriptions for 2008/2009 and the Secretary's Honorarium would be discussed at the October meeting.

6. **To set up a working party to consider the Association's Rules**

After discussion, it was agreed not to set up a working party but to undertake the revision by e.mail, using "Track Changes". The Acting Secretary was asked to make initial suggestions for the revisions, which will then be circulated.

7. **Code of Conduct Advert for parishes**

The Chairman explained that all parish councils must advertise their adoption of a new Code of Conduct. Chelmsford Borough Council had agreed that the parishes could share their advert in a bid to keep costs down. All but two parish councils had indicated to the ACDPC that they would be interested in sharing an advert. The Acting Secretary said that she would speak to Derek Latimer at Chelmsford Borough Council regarding a potential problem about the code that the parishes have/will adopt being different from that that the Borough has adopted.

8. **To note a report from the Chelmsford Partnership representative**

The Chairman reported that she had attended the meeting on 25<sup>th</sup> June 2007 and a report had been circulated.

There was a discussion about the Local Strategic Partnerships (LSP) and the Local Area Agreements (LAA). It was mentioned that there had been a series of articles in the Making The Links bulletin about LAAs and the Acting secretary was asked to arrange for the bulletin to be sent to committee members every month. It was also agreed that the report will be put on the ACDPC web space on EssexInfo.net.

It was also agreed that the Acting Secretary would e.mail the information from the Chelmsford Partnership Board to the executive committee.

9. **Correspondence**

No correspondence had been received.

10. **Matters for Information**

The Chairman reported that she and the Acting Secretary had attended the funeral of Fred Anelli on 26<sup>th</sup> July 2007. A donation of £35 has been sent to the Marie Curie Nurses.

Cllr D Whiteing reported that neither he nor Cllr A Sosin from Great Baddow had been available to attend the Police and Consultative meeting.

There was a general discussion about Quality Councils and Charters.

11. **Date and Venue for next meeting**

The next meeting will be on Tuesday 30<sup>th</sup> October 2007 at 7.30pm at The Parish Hall, Great Baddow.

There being no further business, the meeting closed at 9.40 pm