

**DRAFT MINUTES OF SIBLE HEDINGHAM PARISH COUNCIL MEETING
HELD AT THE VILLAGE HALL, PARKFIELDS, SIBLE HEDINGHAM ON
MONDAY 11th AUGUST 2014 AT 7.30PM.**

In the chair: Mrs. G. Massey

Present: Cllrs. J. Beavis, S. Glen, D. Holmes, A. Law, J. Skittrall and R. Volkwyn.

Mr. A. Corder-Birch (Clerk)

Together with 4 (four) members of the public

Public comment

Mrs. J. Bentley of 11 Hawkwood Road thanked SHPC for arranging events for young persons on the Recreation Ground. She stated that she had lived in her property, adjoining the Recreation Ground, for 37 years and was concerned about the proposed lighting, the effect it will have on residents, particularly in Cambridge Avenue and that one bungalow is only 10 metres from the MUGA. The Chairman explained that the lighting will shine away from that bungalow.

Mr. A. Jefferson of 9 Hawkwood Road also considered that the proposed lighting does not take into account the effect it will have upon the residents living in the vicinity of the Recreation Ground and regretted that the proposals were progressing so far. The Chairman gave an update and brief details of the quotes and advice received. Another quote is awaited and SHPC is still gathering information about a possible alternative scheme. The lighting will not exceed street lights and will be cut off at 9pm. SHPC will continue to keep residents informed and when a planning application is made representations can be made to BDC.

Mrs. G. Jefferson asked if residents will be consulted before a planning application is made. The Chairman explained that all meetings when the lighting is considered will be open to the public and in addition residents will be kept informed. Mr. J. Skittrall added that lights will not spill out beyond the MUGA into other areas. Mrs. J. Beavis stated that historically many consultations had taken place over the years concerning Recreation Ground issues and that SHPC has a good record of consulting residents and is keen that this is continued so residents fully understand what is proposed. The Chairman confirmed that the proposed lighting will be on the agenda for the R&A Committee meeting on 15th August, it will remain on the R&A agenda until the matter has been settled and in the meantime it is feasible that an exhibition of proposals may be held.

Mr. E. Bentley reported upon a hedge overhanging the pavement between Bewick Court and Station Road, which will be reported to BDC Street Wardens for action. He also reported grit on Station Road, possibly caused by heavy rainfall. Mr. R. Volkwyn reported that a road sweeper belonging to Bloor Homes sweeps Station Road every day.

There was no other public comment.

93. **Apologies for absence**

Cllrs. J. Fennelly (holiday), S. Partridge (holiday), A. Prill (prior engagement), R. Ratcliffe-Bingham (holiday), D. Finch, H. Johnson and W. Scattergood

94. **Absent**

Cllr. E. Jones

95. **To fill vacancy on Interview Panel**

Mrs. R. Ratcliffe-Bingham and Mr. R. Volkwyn had both indicated that they were interested in filling the vacancy on the Interview Panel. It was proposed by Mr. J. Skittrall, seconded by Mr. D. Holmes and carried that Mr. R. Volkwyn is elected to fill the vacancy.

96. **Declarations of interest**

There were no declarations of interest.

97. **To confirm minutes of meeting held 14th July 2014**

The minutes of the meeting held on 14th July 2014, having been circulated, were taken as read were confirmed and signed by the Chairman as a correct record subject to the addition of the following sentence in minute 83: "Mrs. Richardson's appointment was confirmed, rate of pay set and a meeting of the

Personnel Committee arranged for Monday 21st July 2014 to determine a contract of employment.”
The Chairman read out an email, which she had received from Mr. S. Partridge, who had requested two amendments. These were considered, but Councillors confirmed that the minutes were correct and that no amendments were necessary.

98. **Matters arising from those minutes**

There were no matters arising.

99. **To confirm minutes of extraordinary meeting held 21st July 2014**

The minutes of the extraordinary meeting held on 21st July 2014, having been circulated, were taken as read were confirmed and signed by the Chairman as a correct record.

100. **Matters arising from those minutes**

The Chairman reported that Mrs. A. Turnbull is preparing a report for the Halstead Gazette. The Clerk confirmed that he will arrange a site visit to the Rippers site with Bloor Homes

101. **Chairman's report**

The Chairman reported upon the resignation of Mrs. L. Waller who will be missed and it was agreed to send her a letter, thanking her for her contribution. It was reported that no election had been requested so the Parish Council can exercise its powers of co-option to fill the casual vacancy at the next meeting.

102. **Youth Council Report**

In the absence of Mr. S. Partridge no report was given.

103. **County Councillor's Report**

In the absence of Mr. D. Finch no report was given.

104. **District Councillor's Reports**

Mrs. J. Beavis reported on the following:

That she had attended a consultation meeting with Mid Essex Clinical Commissioning Group concerning its plans for the next five years. Mrs. G. Massey offered to attend future meetings with Mrs. Beavis.

The article in the Halstead Gazette on 8th August regarding Doctor's Surgeries was incorrect and was partly based on Mrs. Allfrey's personal view, which was not that of CHPC.

The construction of the bridge at Alderford Street is getting closer.

BDC will be sending Parish Councils a letter about housing requirements and developments.

Mr. H. Johnson had cleared the public footpath opposite Alderford Mill.

The issue of emptying litter bins had been resolved.

Mr. H. Johnson was dealing with the problem of vehicles parking near Brook House.

A planning inquiry in connection with the Old Woodyard at Southey Green will be heard on 20th August when Mrs. Beavis will attend and support the appeal.

The Planning application at Moss Farm will be considered by BDC on 19th August when Mrs. Beavis will attend.

Arising from item c) above, Mr. A Law reported that he is meeting the engineers on 18th August when he will lower the level of the river to facilitate work on the wall and bridge.

With regard to items a) and b), Mr. D. Holmes reported that Halstead Hospital is being well used by local residents and is providing increased services, which was welcomed.

105. **Planning Committee**

The minutes of the Planning Committee Meetings held on 11th July and 1st August 2014, having been circulated were accepted in lieu of a report.

106. **Recreation and Amenities Committee**

The minutes of the Recreation and Amenities Committee Meeting held on 18th July 2014, having been circulated, were accepted in lieu of a report.

107. **Personnel Committee**

The minutes of the Personnel Committee Meeting held on 21st July 2014, having been circulated, were accepted in lieu of a report.

108. **To review Community Transport arrangements, bookings and finance**

Mr. R. Volkwyn queried the cost of the community bus, which had been run at a loss to the Sudbury Farmer's Market on three occasions.

Mrs. G. Massey reported that £100 had been included in the budget to allow for losses and the figures will be reviewed at the end of the financial year.

Ms. S. Glen confirmed that the three trips to Sudbury had failed and gave details of the unfortunate reasons. The Sudbury trips will no longer be continued. Arrangements had been made for Darkins Supply Stores to sell tickets and collect money for other trips in future.

109. **Report of new Financial Regulations briefing**

Mrs. G. Massey reported, that the Clerk and herself, had recently attended an EALC course regarding the new draft financial regulations prepared by NALC. Mrs. Massey offered to revise the draft to suit SHPC needs and to then circulate it to the Finance and Funding Committee for consideration. Mrs. J. Beavis asked for sight of the NALC draft prior to revision and was advised that it is available on the NALC website.

110. **Correspondence and emails**

The correspondence received and listed in appendix 1 was referred to relevant Councillors for information and action. A letter from Mrs. J. Harrison and Mrs. S. Mortimer relating to the pond area at Grays Hall Meadow was referred to the Recreation and Amenities Committee.

111. **Accounts for payment**

The accounts listed in appendix 2 were presented for payment. It was proposed by Mrs. J. Beavis, seconded by Mr. R. Volkwyn and carried that the accounts are paid.

112. **To confirm appointment of Village Maintenance Operative**
CONFIDENTIAL BUSINESS.

Upon the proposal of Mrs. G. Massey, it was resolved that in view of the special or confidential nature of the business about to be transacted it is advisable in the public interest that the public and press be excluded from the meeting and they are instructed to withdraw pursuant to the provisions of the Public Bodies (Admission to Meetings) Act 1960. The Parish Council Meeting then continued in private session.

Mrs. Richardson's contract of employment was approved and her continuing membership of EPF agreed. Thereafter the meeting in public resumed.

113. **Any other business/exchange of information/agenda for next meeting**

a) **Skate-park ramps**

Mr. J. Skittrall reported that a quote of £2,609 had been received from Highline Extreme Limited to repair the skate-park ramps. It was agreed that the work was urgent and needs carrying out for health and safety reasons. Under para. 3.3 of SHPC Financial Regulations expenditure not exceeding £2,500 can be authorized for work of an urgent nature. Mr. Skittrall therefore agreed to negotiate with Highline in an endeavour to agree a figure under £2,500. (Post meeting note: A final figure of £2,450 was agreed and an order placed for the work to be carried out)

b) **49 Swan Street**

Ms. S. Glen reported that Mr. B. Day will be holding a final Open Day at 49 Swan Street on 23rd August from 10am to 12 noon prior to renovation work commencing.

There being no further business the meeting closed at 8.30pm.

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(Date)

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(Chairman)