

**DRAFT MINUTES OF SIBLE HEDINGHAM PARISH COUNCIL MEETING
HELD AT THE VILLAGE HALL, PARKFIELDS, SIBLE HEDINGHAM ON
MONDAY 10th JUNE 2013 AT 7.30PM.**

In the chair: Mrs. G. Massey

Present: Cllrs. S. Glen, D. Horn, E. Jones, S. Partridge, J. Skittrall, R. Volkwyn and L. Waller.

Mr. A. Corder-Birch (Clerk)

Together with two representatives from GCH and five other members of the public

Public comment

Please see items 64 and 65 below.

There was no other public comment.

49. **Apologies for absence**

Cllrs. J. Beavis (BDC meeting) D. Holmes (holiday), A. Prill (business commitment abroad), F. Swallow (holiday), D. Finch, H. Johnson and W. Scattergood

50. **Absent**

Cllr. A. Law

51. **To co-opt new Councillor to fill casual vacancy**

The Chairman reported that Mr. David Horn was the only applicant who had applied to fill the casual vacancy within the prescribed time limits. It was proposed, seconded and carried that Mr. Horn is co-opted onto the Parish Council to fill the casual vacancy.

52. **Declaration of Acceptance of Office of new Councillor**

Mr. Horn then signed his Declaration of Acceptance of Office form, which was countersigned by the Clerk.

53. **To fill vacancies on Committees and Advisory Groups**

It was agreed that Mr. Horn should fill vacancies on the Finance Committee, the Public Transport, Highways and Speedwatch Committee, the Footpaths and PROW Advisory Group and is a representative of SHPC at EALC meetings. It was also agreed that Ms. Michelle Hine is appointed to the Recreation and Amenities Committee as a member of the public.

54. **Declarations of interest**

There were no declarations of interest.

55. **To confirm minutes of meeting held 13th May 2013**

The minutes of the meeting held on 13th May 2013, having been circulated, were taken as read, were confirmed and subject to amendments to minutes 22, 27, 32, 33 and 35, were signed by the Chairman as a correct record.

56. **Matters arising from those minutes**

There were no matters arising.

57. **Chairman's report**

The Chairman reported that Hedingham School had received a good Ofsted Report and read out an extract where the pupils had been outstanding in respect of behaviour. Mrs. Massey reported upon damage to the tennis courts necessitating a new net, restraining wire and possibly metalwork in the posts. The culprit had been identified on CCTV, the Police notified and a Social Contract type approach had been recommended. The culprit, a 15 year old boy and his family have no means and therefore he will work for SHPC on Saturday mornings picking up litter under the supervision of BH and thereafter reporting to the Chairman. The expenditure of £220 net for the wire and net was authorized together with metalwork in the posts if necessary. The Chairman referred to the Parish Magazine in which all Councillors had made contributions except for Mr. D. Holmes. It was agreed to continue with Councillors writing reports each month and Mrs. E. Jones agreed to write the report for the ensuing month.

58. **Youth Council Report**

Mr. S. Partridge reported that the Youth Council had asked him to raise the following points:

Why the public toilets were closed at 6pm and could they remain open until 9pm. It was agreed that this was not an unreasonable request in the summer months and Ms. Hine will ask Mr. T. Dryden if he will lock up the toilets at 9pm voluntarily.

Why the CCTV camera in the ladies points towards the cubicles. Lady Councillors advised that this was not the case.

The culprit who had damaged the tennis nets had been chastised by other young persons but arising from this, different posts for the tennis court was suggested. The possibility of different posts was referred to the R&A Committee for consideration.

It was asked if the Youth Club could be run on Saturdays.

59. **County Councillor's Report**

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

60. **District Councillor's Reports**

In the absence of Mr. H. Johnson and Mrs. W. Scattergood no report was given. The Clerk read a report from Mrs. J. Beavis regarding the variation in the Localism Fund payments for 2013-14 between Coggeshall and SH. Coggeshall PC's payment is £26,316. Of this £13,856 is in respect of the compensatory payment for the reduction of its taxbase caused by the new Local Council Tax Support received by working age claimants. This compares to SHPC's payment of £18,712, of which £8,032 is in respect of the compensatory payment for the reduction to its taxbase caused by the new Local Council Tax Support received by working age claimants. Councillors considered that this explanation does not answer the question why Coggeshall is receiving so much. It was agreed that the Clerk should write to the BDC Cabinet Member responsible to enquire why there is such a large variation in the figures.

61. **Planning Committee**

The minutes of the Planning Committee Meetings held on 10th and 31st May 2013, having been circulated were accepted in lieu of reports.

62. **Recreation and Amenities Committee**

The minutes of the Recreation and Amenities Committee Meeting held on 17th May 2013, having been circulated, were accepted in lieu of a report.

63. **Personnel Committee**

As the minutes of the Personnel Committee Meeting held on 28th May 2013 had not been circulated, it was agreed to defer this item to the next meeting.

64. **To consider request by GCH to plant a tree at Park Court and name it after a resident of SH**

The meeting adjourned for public comment.

The representatives from GCH reported that GCH desired to plant a tree at its new development at Park Court and to name it after a resident of SH. They agreed to send SHPC a plan showing the proposed location of the tree and would appreciate a decision by about mid September.

The meeting then resumed.

Mrs. L. Waller suggested that the tree is named after Dr. R. Green who had recently retired as a Councillor following many years continuous service.

Mr. R. Volkwyn suggested that it is named after Miss. C. Cannell who was also a long serving Councillor who had recently retired after many years service.

Mr. S. Partridge suggested that it is named after Mrs. A. Thrussell but it was pointed out that she is not a resident of SH.

It was agreed to review this item with a view to making a final decision at the August PC meeting.

65. **To consider the future of the Village Club**

Ms. S. Glen reported that the Hedingham Village Club is currently operated under the Bocking Club but unfortunately the Hedingham Club is now run at a loss and the manager is leaving on 16th June 2013. A

meeting held at the Club on 5th June was reported upon and it was generally agreed that the Club is a vital asset to SH and should be saved.

The meeting adjourned for public comment.

Mr. N. Edmunds thanked Councillors who had attended the meeting on 5th June and for their support. He reported that the Club needs a new manager and that a new business plan will need to be prepared. Direction signs to the Club are required and ECC Highways had been asked by the Club to provide them. However concern was expressed that signs may not be allowed for a profit making organization. Mr. Edmunds answered questions from Councillors regarding membership, rules and finances.

The meeting then resumed.

Mrs. L. Waller urged the Hedingham Club to take legal advice. The representatives of the Club were asked to let SHPC have a copy of its constitution. A number of Councillors indicated that they would attend the next meeting of the Club on 17th June.

It was proposed by Mr. S. Partridge, seconded by Mr. R. Volkwyn and carried that two members of SHPC join the Club Committee if invited to do so.

It was also proposed by Mr. S. Partridge, seconded by Ms. S. Glen and carried that the Club is added to the asset register as a community asset so it may be purchased on behalf of the community in the long term if necessary.

66. To consider BDC Strengthening Communities Expression of Interest to ECC

Following receipt of an email of 29th May 2013 and attachments from BDC, which had been circulated to all Councillors, the Chairman reported that she had asked BDC where the statistics had been obtained.

Mr. Nathan Rowland of BDC had offered to meet representatives of SHPC and on 5th June he had met the Chairman, Clerk and Mr. S. Partridge to discuss statistics and sources. SHPC had informed BDC that the majority of information was already available if only BDC had consulted SHPC earlier. A number of inaccuracies had been identified in the expression of interest and BDC had agreed to consult and involve SHPC in the future process. SHPC had insisted that revisions must be made before the actual bid is made. It was proposed by Mrs. L. Waller and seconded to send a message of support to BDC, which was carried with Mr. S. Partridge abstaining.

67. To approve SHPC Accounts for 2012-2013

The internal audit of the SHPC accounts for 2012-13 had been completed. The internal auditor had advised that more detail needs to be included in the fixed asset register regarding individual assets and their location, which will be prepared ready for next years internal audit. The accounts were circulated to Councillors and it was proposed, seconded and carried that the accounts are approved. The accounts and annual return were then signed by the Chairman and RFO. It was agreed to revise the monthly income and expenditure charts in line with the accounts.

68. To consider revisions to Standing Orders

The Chairman reported that the working party to review standing orders comprising of Mr. S. Partridge,

Mr. J. Skittrall and herself, had met on 7th June to consider revisions. It was proposed by Mr. R. Volkwyn, seconded by Mrs. E. Jones and carried that the following revisions are made:

SO 1 s) Add: and the reasons given recorded in the minutes.

SO 2 j) vi) Potential nominees should be available at the meeting to accept the nomination or to have indicated in writing to the Clerk (email notification acceptable) 3 clear working days before the meeting that they are willing to serve, giving details of the appropriate committees. This procedure also applies to casual vacancies throughout the year.

SO 9 c) Add: Amended minutes must be circulated as if they were new minutes and draft (unconfirmed) minutes destroyed and removed from computer storage. Unconfirmed minutes should be clearly headed "Draft".

69. To consider removing weight restriction sign in Station Road

Mrs. G. Massey reported that she had attended a meeting at Castle Hedingham when SHPC were requested to consent to a weight restriction sign being moved from the entrance to Station Road to just beyond the entrance to Rippers Court. Mr. S. Partridge suggested that the sign is compulsory rather than advisory and Mrs. E. Jones suggested an additional sign stating "weak bridge". Following some discussion it was agreed to refer this item to the next Public Transport, Highways and Speedwatch Committee meeting on

19th June for further consideration.

70. **Correspondence**

The correspondence received and listed in appendix 1 was referred to relevant Councillors for information and action. Arising from the correspondence the following items were considered:

A letter from BDC relating to the Superfast Broadband campaign being run by ECC. Cards were circulated for completion to show demand for faster broadband.

Mrs. E. Jones requested to attend the EALC Budget and Precept course on 10th July, which was approved. Mr. D. Horn will consider attending suitable EALC courses in the future.

71. **Accounts for payment**

The accounts listed in appendix 2 were presented for payment and it was proposed by Mr. S. Partridge, seconded by Mr. R. Volkwyn and carried that the accounts are paid.

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

Mr. R. Volkwyn reported that he had attended a recent EALC course but unfortunately Mr. A. Prill had been unable to attend. Mr. Volkwyn gave details of various items discussed from which it was apparent that SHPC is complying with good Local Government practice.

Mrs. E. Jones reported upon an uninvited visitor to her home who was trying to sell items and was rather aggressive. There had been no other similar reports and therefore this was probably an isolated incident.

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

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(Date)

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(Chairman)