

MINUTES OF SIBLE HEDINGHAM PARISH COUNCIL MEETING HELD AT THE VILLAGE HALL, PARKFIELDS, SIBLE HEDINGHAM ON MONDAY 2ND APRIL 2012 AT 7.30PM.

In the chair: Mrs. G. Massey
Present: Cllrs. C. Cannell, R. Green, D. Holmes, B. Howlett, E. Jones, A. Law, S. Partridge, A. Prill, J. Skittrall and L. Waller
Mr. A. Corder-Birch (Clerk)
Mr. H. Johnson (District Councillor)
Together with 7 (seven) members of the public

Fire regulations

Details were given of the fire regulations relating to the Hall and in particular the whereabouts of the fire exits, the assembly point in Parkfields and vehicles must not be removed from the Hall Car Park.

Public comment

Prior to commencement of the meeting, Mr. M. Scrivens, Chairman of the Solar Society, explained that it is an Adult Education class mainly for residents of Castle and Sible Hedingham and surrounding area. He gave details of membership fees, courses and expenses including hire of hall and speakers fees. He requested a grant of £200 towards initial costs (see minute 14 below).

Miss. J. Cole expressed concern about the lack of disabled access, particularly among shops in SH, which she will check in more detail. Ms. S. Glen added that some shops were not disabled friendly. The Clerk agreed to obtain further information about disabled access. There was no other public comment.

1. **Apologies for absence**

Cllrs. J. Beavis (Hospital Visiting), F. Swallow (In Hospital), D. Finch and W. Scattergood

2. **Declarations of interest**

Miss. C. Cannell declared a personal interest in connection with the item relating to proposed grant to the Solar Society as a former member of the W.E.A. and because she intends to join the Solar Society. There were no other declarations of interest.

3. **To confirm minutes of meeting held 12th March 2012**

The minutes of the meeting held on 12th March 2012, having been circulated, were taken as read and subject to amendments to paragraph 302 were confirmed and signed by the Chairman as a correct record.

4. **Matters arising from those minutes**

a) **CCTV**

Mr. J. Skittrall reported that the new CCTV equipment will be installed on 4th April 2012 but there may be difficulty with a wireless camera.

b) **Footbridge at Alderford Street**

Mr. A. Prill raised the issue of the footbridge/culvert over Alderford Brook. Mr. H. Johnson reported upon a recent meeting with Mr. R. Parmee and Mr. N. Suppiah, an Engineer with BDC to discuss the crossing. There is a proposal for a concrete vehicular culvert to be installed rather than a footbridge. In answer to questions he confirmed that a culvert will not obstruct the flow of water in the brook. He is seeking a firm date when the culvert will be installed and will report back when there is further news. The contractors will start to construct the footpath on 10th April, which will take about eight weeks.

There were no other matters arising.

5. **Chairman's report**

The Chairman had nothing to report outside the agenda. Mrs. E. Jones stated that she had already contributed her report to the Parish Magazine and Mr. Prill will prepare his report during the next few days.

6. **Youth Council Report**

Ms. Mari Duffy gave a report on behalf of the Youth Council as follows:

- a) It has agreed to loan some equipment to the Hedingham Film Club.
- b) It will support the 'Silly' Olympics.
- c) It is pleased that some funding has been obtained towards updating the skate board park.
- d) The withdrawal of funding by ECC has caused concern.

Arising from this report Mr. S. Partridge reported in more detail upon the withdrawal by ECC of the majority of funds for Youth Services but the Youth Bus on a Friday afternoon will remain. Mrs. A. Thrussell suggested that the Youth Club is affiliated to the Essex Boys and Girls Clubs in future. The Youth Centre at Hedingham School and the equipment will remain available but a decision needs to be made for new location(s) for the Youth Bus on Friday afternoons. It was agreed that this should be located on the Recreation Ground, weather permitting, during summer months and in the Village Hall Car Park during the winter months, subject to the approval of the VH Committee. Relevant keys are to be loaned to Mrs. A. Thrussell. Funds are required for insurance premium and CRB checking. Volunteers are also required to help through the week and Miss. C. Cannell suggested that parents volunteer to help. Mr. S. Partridge suggested that SHPC forms a Steering Committee to oversee arrangements and Mr. A. Prill considered that SHPC should support the new arrangements. A Steering Committee was appointed as follows:

Mrs. G. Massey (as Chairman of SHPC is ex officio Chairman of Steering Committee), Mr. B. Howlett (Treasurer), Mr. A. Prill (Secretary) and Mrs. A. Thrussell (Youth Leader)

It was proposed by Mrs. G. Massey, seconded by Mr. D. Holmes and carried that up to £200 is contributed towards expenses of the Voluntary Youth Centre and that this should be included in the list of accounts for payment at the May meeting. In the meantime Mr. B. Howlett agreed to open a bank account and advise the Clerk of the account name. It was proposed by Mrs. E. Jones, seconded by Mrs. G. Massey and carried that a letter is sent to ECC expressing dissatisfaction and dismay that funding has been withdrawn and asking if there are any other sources of funding.

7. **County Councillor's Report**

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

8. **District Councillor's Reports**

Mr. H. Johnson had nothing to report apart from HRW (see minute 4 b above).

9 **Planning Committee**

The minutes of the Planning Committee Meeting held on 9th March 2012, having been circulated were accepted in lieu of a report.

10. **Recreation and Amenities Committee**

The minutes of the Recreation and Amenities Committee Meeting held on 16th March 2012, having been circulated, were accepted in lieu of a report.

11. **Public Transport, Highways and Speedwatch Committee**

The minutes of the Public Transport, Highways and Speedwatch Committee Meeting held on 21st March 2012, having been circulated, were accepted in lieu of a report. Arising from these minutes Mrs. E. Jones reported that the name of High Street Green had been corrected by Google, Royal Mail and BDC.

12. **Footpaths and PROW Advisory Group**

In the absence of Mrs. J. Beavis no report was given.

13. **Hedingham Riverside Walk Report**

Dr. R. Green reported that the next meeting of HRW will take place on 23rd April 2012. Relevant residents of Summerfields had signed a licence for contractors to use a vehicular access to HRW. Work will begin to construct the new path on 10th April and will take about eight weeks.

14. **To consider a grant for the Solar Society**

It was proposed by Mrs. L. Waller, seconded by Mr. A. Law and carried that a grant of £200 is made to the Solar Society towards its initial costs.

15. **To receive and approve Annual Parish Council Report**

Mrs. G. Massey had drafted the Annual Parish Council Report, which was circulated to Councillors and approved. Mrs. Massey will arrange printing and enquire if it can be distributed with the May issue of the Parish Magazine. It was agreed to include the report on the website and to have copies available at the Annual Parish Meeting and at the Library.

16. **To consider and approve revised Standing Orders**

Mrs. G. Massey stated that at the extraordinary meeting held in December 2011 it was agreed that the issues arising from the proposed revisions to the Standing Orders should be referred to Mediation. The Mediation had taken place recently, which was attended by the Chairman, Clerk and Mediator. The result of the Mediation was that the issue of keys to the Clerk's Office should be removed from the Standing Orders as it is a procedural matter. A revised draft had been prepared, which was circulated to Councillors for consideration. Further revisions were suggested by Councillors and the Clerk, which were considered and where appropriate will be incorporated into the final version.

(Mr. H. Johnson left the meeting)

Arising from the Standing Orders it was agreed that every Committee should have its own separate terms of reference in a separate document and not included in the Standing Orders. It was proposed by Mrs. L. Waller, seconded by Mr. A. Prill and carried that the Standing Orders as revised should be accepted. Mr. D. Holmes stated that he had proposed Mediation and was pleased that the issues arising from the Standing Orders were resolved so that SHPC could move forward. It was agreed that a hard copy of the final version of the Standing Orders is circulated to Councillors.

17. **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 discussed:

- (a) Invitation to Chelmsford Cathedral on 27th May 2012 to be accepted by Mr. & Mrs. A. Law.
- (b) Oil Club information - The Clerk reported that BDC had enquired if SHPC will set up an oil club to assist residents in purchasing oil at a cheaper rate. Mr. A. Prill explained how a similar scheme works in Great Maplestead and agreed to include details in his article for the Parish Magazine.

18. **Accounts for payment**

The accounts listed in appendix 2 were presented for payment. It was proposed by Miss. C. Cannell, seconded by Mr. D. Holmes and carried that the accounts are paid.

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

- (a) Dr. R. Green reported that he will be meeting Mr. Simon Ward at the forthcoming CSCA AGM when he will try to agree the wording on the plaque for Grays Hall Meadow.
- (b) Mrs. L. Waller reported that the Planning Committee had considered an application for five large solar panels at Tuffon Hall, which will be highly visible. The Committee was torn between supporting green initiatives and protecting the landscape and had decided that the application should be subject to much wider consultation. Dr. R. Green stated that the Parish Council should support the scheme. Mr. A. Prill was concerned about the revenue for selling back to the grid.
- (c) Mr. A. Law thanked Mr. S. Partridge for his work in connection with the Standing Orders.
- (d) Mr. D. Holmes referred to the recent passing of Mr. E. Snarey and that he will notify Councillors of details of his funeral when known.
- (e) Mrs. E. Jones asked if anything will be done for the Queen's Diamond Jubilee and in particular gifts for school children. It was confirmed that £200 is available and suggested that Mrs. Jones forms a working party. Following a brief discussion it was agreed to place this item on the agenda for the next PC meeting for Mrs. Jones to bring forward suggestions.

There being no further business the meeting closed at 9.15pm.

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(Date)

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(Chairman)

