

## DEBDEN PARISH COUNCIL

*MINUTES OF A MEETING OF THE DEBDEN PARISH COUNCIL  
HELD ON WEDNESDAY 2<sup>ND</sup> JUNE 2010 AT 8 PM IN THE  
DEBDEN MEMORIAL HALL, DEBDEN*

**Present:** William Bidwell - Chairman  
Paul Sando  
Sara Walsh  
Shaun Ruffles

Elaine Culling – Clerk

Tina Knight – District Councillor  
Patrice Sauzier & Pat Hemmings – Footpath Wardens  
3 members of the public

### Action

#### 10/67. Apologies for Absence

Apologies were received and accepted from **Cllr Gardner, Cllr Tetlow and Cllr Turner.**

#### 10/68. Declaration of Interests

*To receive any 'personal' or 'personal and prejudicial' interests relating to items on the agenda.*  
None declared.

#### Ex-Agenda

##### **District Councillor Report**

Since the change in Government, a letter has been received, from Eric Pickles, stating that any major housing plans would now be in the hands of local councils. Accordingly the plans for a large housing development at Elsenham have been dropped.

It is now known that BAA has withdrawn its application for a 2<sup>nd</sup> runway at Stansted Airport. The Stop Stansted Expansion group are to continue to campaign to secure a commitment that there will be no further application for at least 50 years and that all houses compulsory purchased will be offered back to their original owner.

Wimbish Parish Council is keen to engage with the Community Heartbeat Trust scheme and would ideally do this in partnership with Debden PC and Carver Barracks. Funding is being sought.

It has recently become clear that social events at Wimbish, Debden and Carver Barracks are sometimes clashing, as well as duplicating content. It is hoped that by coordinating all events into a combined diary, that this can be avoided in future.

**Footpath Wardens Report**

The practice of using chicken wire, to combat slippery bridges, has ceased as the wire used becomes brittle over time. It was not thought that there were any bridges in Debden that needed an alternative solution.

The first footpath cut of the season has now taken place, and as this took the contractor much longer than anticipated, the price per cut has been re-negotiated.

The first hedge trim of the season is currently underway. There are currently three lots of volunteers who help to clear the hedges, and it was noted that some owners of the hedges helped by keeping them in check themselves. It would be more appreciated if all the hedges owners cut their hedges.

**10/69. Minutes of the Last Meeting**

The **Chairman** signed as a correct record of events the minutes of the meeting held on 5<sup>th</sup> May 2010.

**Matters arising from the minutes:****1. 10/64. Cricket Nets at Recreation Ground**

*Cllr Turner to confirm these have been ordered together with details of costs.*

Carried forward to the next meeting.

CT

**Matters arising from previous minutes:****1. 10/44. Finance – Football Club**

*Cllr Sando to report on progress obtaining the outstanding fees and Pavilion costs for the 09/10 football season.*

The number of matches played has now been agreed and an invoice prepared. This will be sent shortly.

PS

**2. 09/76. Allotments**

*To receive an update regarding installation of the new water point.*

The kit has now been ordered, and once delivered will be handed on to the Allotment holders for installation.

SR

**10/70. Public Forum**

*There will be 15 minutes available for Public Forum, if required, and the opportunity for members of the public to register with the Chairman should they wish to speak on a particular agenda item.*

The following items were raised:

**Samsons Lane**

The surface of this by-way has deteriorated to such an extent that walking groups deliberately avoid using it.

The Clerk will contact Essex County Council to ask that something be done.

**Lay-by at Purton End**

Concern was expressed regarding the recent work undertaken to turn the lay-by at Purton End back into a grass verge. It was stated that this area was regularly used by dog walkers to park their cars, by buses and agricultural vehicles to allow cars to pass, and by those wishing to turn around.

It was explained that this area had become prone to instances of fly-tipping and that the decision to return it to a grass verge had only been taken following consultation with Uttlesford District Council and Essex County Council. It was agreed that if this matter was to be considered again that strong evidence of need would be required. Accordingly the Chairman asked that it be made known that any resident affected should write direct to the Parish Council.

#### 10/71. Planning

##### *Applications*

*To consider any comments to be returned to Uttlesford District Council on the following applications:*

**Application No: UTT/0925/10/FUL.** Retrospective application for the erection of agricultural building.

**Location:** Telmara Farm Debden Green, Debden

**No Comment**

**SR**

##### *Results*

**Application No: UTT/0553/10/FUL.** Erection of agricultural building.

**Location:** Telmara Farm Debden Green, Debden

**Withdrawn by applicant**

#### 10/72. Tennis Club Contract

*To agree fee to be applied to current year.*

It was agreed that the annual fee should be increased by £1 to £14.

The contract will now be drafted and passed to the Tennis Club for signing.

**Clerk**

#### 10/73. Financial Regulations

*As regulations require councils to carry out an annual review of the effectiveness of their system of internal audit, the existing Financial Regulations have been amended to include the following paragraph:*

**4.6 The Council shall annually undertake a review of the effectiveness of their internal audit based on the guidance provided.**

It was agreed to adopt the amended Financial Regulations, as circulated, with immediate effect.

#### 10/74. Risk Assessment

The changes made to the risk assessment were duly noted.

#### 10/75. Finance

##### *Internal Audit Report*

*To consider the 2009/10 Internal Audit report received.*

The points raised by the recent internal audit were considered by the Council.

A suitable response will be prepared and submitted.

**Clerk**

##### *External Audit – Annual governance statement*

*To consider and complete this section of the Annual Return (to include a review of the effectiveness of the internal audit).*

The Council considered and completed this section of the Annual Return.

It was agreed that the internal audit was effective, being based on the guidance provided in the Governance and Accountability for Local Councils manual.

The Audit Return was duly signed by both the Chairman and the Clerk.

**Clerk**

***Receipts***

£1,781.60 received from HMRC – vat repayment.

£252 received from Football Club – fees and Pavilion costs for the 2008/09 season.

**The following cheques to be approved for payment and signed:**

**Parish Council account**

000112	£115.07	Veolia Water (Water use at Allotments)
000113	£40.36	A&J Lighting Solutions (Annual maintenance visit)
000114	£29.37	M.G. Griffin Ltd (repair to PC light located at Village Shop)
000115	£96	Debden Village Hall (Rental of meeting room for 2010 meetings)
000116	£316.54	E. Culling (£293.34 Net Salary/office & telephone expenses, £23.20 mileage costs)
000117	£73.40	Tax Office (Tax/NI due)
000118	£126.64	W. Bidwell (£66.67 Annual Meeting Refreshments and £59.97 Grass Seed for lay-by)

**Recreation Ground Account**

000034	£92.78	Veolia Water (Water use at Pavilion)
000035	£152.75	Ace of Spades Landscapes (Grass cutting at Rec)

**Direct Debits**

PC Acc	£22.26	E.ON (Monthly energy use by Street Lights)
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**10/76. Storage Container at Recreation Ground**

*To consider whether a 20ft container, placed to the rear of the Pavilion, at a cost of approximately £1250, would be an acceptable form of storage for the Recreation Ground.*

*Note: at the May meeting it was agreed to use the money, allocated for this purpose in the 2010/11 budget, to instead fund the provision of hard standing at the allotments.*

*If it is considered that the container is suitable, to agree how to finance the cost.*

It was agreed to carry this forward to the next meeting in order to allow alternative options to be sourced and priced.

**SR**

**10/77. Matters for Further Discussion**

*For Councillors to raise any items that might need to be discussed at a future meeting.*

**Cllr Walsh** raised concern over the banger races that are continuing to take place, nearby to Cherry Green Road, despite understanding that they were to cease.

The Clerk agreed to investigate further.

**Clerk**

To review the terms and conditions of the Football Club contract.

**Clerk**

**10/78. Date of Next Meeting**

The next meeting is to be held on Wednesday 7<sup>th</sup> July 2010 at 8pm at the Debden Memorial Hall.

Meeting closed at 21.10pm

**Signed (Chairman).....**

**Date: 7<sup>th</sup> July 2010**