

## DEBDEN PARISH COUNCIL

*MINUTES OF A MEETING OF THE DEBDEN PARISH COUNCIL  
HELD ON WEDNESDAY 7<sup>TH</sup> JULY 2010 AT 8 PM IN THE  
DEBDEN MEMORIAL HALL, DEBDEN*

**Present:** William Bidwell - Chairman  
Paul Sando  
Andrew Tetlow

Elaine Culling – Clerk

Tina Knight – District Councillor  
PC Nicola Lark  
25 members of the public

### Action

#### 10/79. Apologies for Absence

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

#### 10/80. Declaration of Interests

*To receive any 'personal' or 'personal and prejudicial' interests relating to items on the agenda.*

None declared

It was agreed to take item **10/82. Public Forum** at this point in the meeting, as permitted by Standing Order No: 5(a)(vi) - *To alter the order of business on the agenda for reasons of urgency or expedience*

#### 10/82. Public Forum

Three subjects were discussed:

- **The former lay-by at Purton End**
- **Double Yellow Lines at the entrance to the National Air Traffic Services (NATS) site**
- **The Debden Memorial Hall**

#### Ex-Agenda

##### *District Councillor Report*

- Notification of the forthcoming changes to the responsibility for providing 'bus passes'.
- Wimbish Parish Council to pursue the establishment of a community based Public Access Defibrillator scheme (cPAD).

#### 10/81. Minutes of the Last Meeting

The **Chairman** signed as a correct record of events the minutes of the meeting held on 2<sup>nd</sup> June 2010.

#### Matters arising from the minutes:

1. **10/70. Public Forum** – *Samsons Lane surface*

*This has been reported to ECC.*

On requesting an update, the **Clerk** was advised that a site visit had now taken place and that a response will be received shortly.

**Clerk**

2. **10/70. Public Forum – former lay-by at Purton End.**

*To monitor any response regarding requests to reinstate the lay-by.*

*Note that Standing Orders state that a special resolution will be required if this matter is to be reviewed before 7<sup>th</sup> October 2010.*

Due to the large number of requests received, it was agreed to table a motion to review this decision at the August meeting.

**Clerk**

3. **10/77. Matters for Further Discussion – Banger Racing**

*UDC was contacted for clarification and 28 days of racing are permitted during any one year. Complaints can only be made on the basis of excessive noise or exceeding 28 days.*

**Matters arising from previous minutes:**

1. **10/64. Cricket Nets at Recreation Ground**

*Cllr Turner to confirm whether these have been ordered, and if so provide details of costs.*

As these have still not been ordered, and there appears to be little interest from the village, it was agreed to defer any purchase for now.

2. **10/44. Finance – Football Club**

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

These remain outstanding. It was suggested that they be offered the chance to pay in 2 instalments.

**PS**

3. **09/76. Allotments**

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

The appropriate plumbing parts have now been purchased and are awaiting installation.

**SR**

**10/83. Planning**

**Applications**

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

**Application No: UTT/1149/10/FUL.** Erection of rear conservatory.

**Location:** Audubon House, Deynes Road, Debden

**No Comment**

**Results**

**Application No: UTT/0750/10/FUL.** First floor rear extension.

**Location:** The Small Barn, Smiths Green, Debden

**Conditional Approval**

**Application No: UTT/0715/10/FUL.** Extension to enlarge dwelling to two and a half storey with extension to garage incorporating first floor accommodation.

**Location:** Little Gables, Deynes Road, Debden

**Withdrawn by Applicant**

**10/84. Football Club Contract**

*To review the current contract with regard to the late payment of fees and Pavilion costs.*

*To agree any changes necessary, together with the match fee to be applied to the 2010/11 season.*

It was agreed to keep the match fee at £26 per match, however the contract will be changed to allow for fees to be paid in 2 instalments. The first payment of £250 will be due on or before 15<sup>th</sup> December 2010, with any remaining fees due on or before 31<sup>st</sup> March 2011.

Clerk/PS

#### 10/85. Clerks Contract of Employment

*Following the recent change in holiday entitlement, to sign a new contract of employment.*

*(From 1<sup>st</sup> April 2009, holiday entitlement was altered from 20 to 21 days in each leave year, increasing to 25 days following completion of 5 years service.)*

This was duly signed by both the **Chairman** and the **Clerk**.

#### 10/86. Uttlesford District Council Licensing Policy Consultation.

*To appoint a member to review this document on behalf of the Parish Council.*

It was agreed not to engage in this particular consultation.

#### 10/87. Finance – report circulated

##### End of 1<sup>st</sup> Quarter Accounts

To receive and review the end of 1<sup>st</sup> quarter accounts.

##### *Receipts*

Bank Interest £1.82

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

(Cheques signed by Cllr Tetlow and the **Chairman**)

##### **Parish Council account**

000119	£55	RCCE (Annual subscription)
000120	£44.06	A&J Lighting Solutions (Street Light maintenance for June & July)
000121	£446.50	Ace of Spades Landscapes (Footpath cutting)
000122	£1410	Jossaume Ltd (Hard standing at Allotments)
000123	£378.77	E. Culling (£356.03 Net Salary/office & telephone expenses, £14.40 mileage costs, £8.34 postage)
000124	£89	Tax Office (Tax/NI due)
000126	£150	M.G. Howard (Internal Audit)
000127	£339.02	Tectum Limited (Materials for new water point at Allotments)
000128	£96.75	Tracey Waddacor (Hanging baskets and bedding plants for village floral display)

##### **Recreation Ground Account**

000036	£38.55	E.ON (Electricity use at Pavilion)
000037	£152.75	Ace of Spades Landscapes (Grass cutting at Rec)
000038	£25	Essex Playing Fields (Annual subscription)
000039	£98.71	Playsafety limited (Annual inspection of all play equipment)

##### **Direct Debits**

PC Acc	£22.26	E.ON (Monthly energy use by Street Lights)
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**10/88. Storage Container at Recreation Ground – report circulated**

*To consider the options circulated with regard to cost and suitability.*

*To agree whether to proceed with one of the options, and if so to decide how to finance the cost.*

*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.*

It was agreed to carry this item forward to the September meeting. In the meantime a note will be placed in the Parish Pump asking for views on the options available. **Clerk**

**10/89. Debden Pre-School**

*At the meeting held on 4<sup>th</sup> November 2009, the following item was considered:*

**09/142. Debden Pre-School**

*To consider the request to have access and use of the small piece of land between the Pre-School's outdoor area and the playground fence to the rear of the hall.*

It was agreed to allow Pre-School the use of this area providing no fence or permanent structure is erected. If there is a need to secure the area at all then the practice of hedge-laying should be used.

*To re-consider this decision and allow the area to be secured by means of a suitable fence, to be financed by the pre-school.*

It was agreed that the Parish Council had no objection. **Clerk**

**10/90. New Play Area Site – plan circulated**

*To examine the new Village Hall plan, provided by Inkpen Downie, with regard to the amended footprint for the Play Area.*

*To agree whether this change is satisfactory.*

It was agreed that the change was not satisfactory and that the Play Area footprint should remain as it is. **Clerk**

**10/91. Matters for Further Discussion**

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

UDC has now advised that they are unable to exchange the small recycling bins for larger ones, due to health and safety. (Collection trucks have only a driver on board, who has to manoeuvre the bins on his own). Larger bins could be provided if the surface of the car park was upgraded.

In the short term UDC will be asked to relocate the bins to a more discreet location. **Clerk**

**10/92. Date of Next Meeting**

The next meeting is to be held on Wednesday 4<sup>th</sup> August 2010 at 8pm at the Debden Memorial Hall.

Meeting closed at 22.05pm

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

**Date: 4<sup>th</sup> August 2010**