

DEBDEN PARISH COUNCIL

*MINUTES OF A MEETING OF THE DEBDEN PARISH COUNCIL
HELD ON WEDNESDAY 4TH JULY 2010 AT 8 PM IN THE
DEBDEN MEMORIAL HALL, DEBDEN*

Present: Charles Turner
Paul Sando
Andrew Tetlow
April Gardner

In Attendance: Elaine Culling – Clerk
Tina Knight – District Councillor
14 members of the public

Action

In the absence of both the Chairman and the Vice-Chairman, it was necessary to elect a Chairman to preside at the meeting.

Cllr Tetlow was nominated by **Cllr Turner**, seconded by **Cllr Gardner**.
With no other nominations **Cllr Tetlow** was duly elected.

10/93. Apologies for Absence

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

10/94. Declaration of Interests

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

Both **Cllr Turner** and **Cllr Gardner** declared a prejudicial interest in item **10/99. Planning, Application No: UTT/1117/10/FUL & UTT/1119/10/LB.**

Ex-Agenda

To receive any non Parish Council reports.

District Councillor Report

- Requested that Parish Council proceed, as previously agreed, with the purchase of replacement tubs at the lower end of the village.
- Queried progress of Affordable Housing Scheme for Debden.
(This will be an agenda item at the September meeting.)
- Requested that residents notify Essex County Council if the No.5 bus either does not arrive, or is running early.
- Asked that a reminder be put in the Parish Pump regarding the consultation on the forthcoming changes to the responsibility for providing 'bus passes'.
- Asked what action the Parish Council was going to take over the yellow lines that had appeared along the entrance to the NATS site.
(PC advised that any action can only be taken by Essex County Council Highways (See Public Forum below)).

It was agreed to take items **10/96. Public Forum, 10/97. Special Resolution, and 10/98. Former Lay-by at Purton End** 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*

10/96. 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.

Five people wished to speak on item **10/98. Former Lay-by at Purton End**
One person wished to speak on item **10/105.Village Pond.**

Other subjects discussed:

- **Level of detail provided in the minutes of the previous meeting.**
It was explained that Minutes are meant to be a formal record of the acts and decisions of the council rather than a record of any speeches or discussion.
Arguments used need only be recorded if the decision cannot be expressed in any other way.
Note: further information is always available, if required, via the Clerk.
- **Double Yellow Lines at the entrance to the National Air Traffic Services (NATS) site.**
It was pointed out that the double yellow lines were not a result of any Parish Council decision. Having consulted Essex County Council Highways on the matter the PC has been advised that the lines have no legal status, and that the paint is expected to wash away in time.
- **PC response to the recent Uttlesford Local Development Framework – Housing Options Consultation.**
This consultation leaflet had been delivered to every household in the district. Accordingly the Parish Council decided not to respond on the basis that residents were being encouraged to do so individually.

10/97. Special Resolution (as required by Standing Order No.11)

To allow resolution 10/46, agreed at the meeting held in April and which resulted in the lay-by at Purton End being returned to a grass verge, to be reviewed.

Proposed: **Cllr Tetlow**

Seconded: **Cllr Turner**

All agreed

10/98. Former Lay-by at Purton End

Following receipt of a number of requests to restore the former lay-by, to re-consider resolution 10/46.

All 5 members of the public, who registered a request to speak on this item, wished to see the lay-by restored to how it was before the recent work undertaken to convert it to a grass verge.

In addition a formal petition asking that the lay-by be re-opened has been submitted along with a number of individual letters and emails.

Cllr Tetlow proposed that the lay-by be reinstated
All agreed.

Seconded: **Cllr Sando**

AT/Clerk

10/95. Minutes of the Last Meeting

The **Chairman** signed as a correct record of events the minutes of the meeting held on 7th July 2010.

Matters arising from the minutes:**1. 10/84. Football Club Contract**

Following the changes agreed, the Clerk to confirm that the new contract is ready for signing.

Contract has been prepared and was passed to **Cllr Sando** for signing.

PS**Matters arising from previous minutes:****1. 10/70. Public Forum – Samsons Lane surface**

A satisfactory response has now been received from ECC. No further action to be taken.

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.

A cheque for £200 has been received. This leaves £381.90 outstanding.

PS**3. 09/76. Allotments**

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

Nothing to report.

SR**10/99. Planning****Applications**

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

Application No: UTT/1135/10/LB. Replacement Chimneys.

Location: Water Hall, Thaxted Road, Debden

No Comment

Application No: UTT/1117/10/FUL & UTT/1119/10/LB. Conversion of barn to residential annexe and associated landscaping.

Location: Broctons Farmhouse, Rook End, Debden

Unable to comment as with two councillors declaring a prejudicial interest, the remaining members were not sufficient to make a quorum.

Results

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

Location: Telmara Farm, Henham Road, Debden Green, Debden

Conditional Approval

10/100. Essex County Council: Development Management Policies

Cllr Tetlow agreed to review this document on behalf of the Parish Council and report back at the next meeting.

AT**10/101. Emergency Plan**

Uttlesford District Council has asked all Parish Councils to undertake a review of their emergency plans. To assist this process a template has been provided.

Cllr Sando agreed to complete this on behalf of the Parish Council, with the

finished document to be reviewed and agreed by the council, at a future meeting.

PS

10/102. Play Area

To consider the need to enlarge the existing play area footprint to include the area behind the aerial runway.

Members saw no reason why the footprint could not be enlarged as proposed. A decision however will be taken at the next meeting in order to allow notification of the proposal to go in the Parish Pump.

AG

With most of the funding now in place to consider whether to commence work now.
Carried forward to next meeting.

Clerk**10/103. New Village Hall Proposal – report circulated**

To consider the options for parking and access to the existing facilities, during any new Village Hall build.

Members were content with the proposals although it was noted that before any work commenced, a formal resolution would be required to be taken by the Debden Recreation Ground Trustees.

At the time of any development it was suggested that instead of having portacabins on site that the contractors make use of the Pavilion. In return they would convert the roof space into a usable area.

10/104. Finance**The following cheques to be approved for payment and signed:**

(Cheques signed by Cllr Tetlow and Cllr Sando).

Parish Council account

000129	£470	Ace of Spades Landscapes (2 nd Footpath Cut)
000130	£22.03	A&J Lighting Solutions (Street Light maintenance for August)
000131	£381.82	E. Culling (£365.02 Net Salary/office & telephone expenses, £16.80 mileage costs)
000132	£91.20	Tax Office (Tax/NI due)
000133	£158.63	Audit Commission (2010 audit fee)

Recreation Ground Account

000040	£350.15	The Sign and Graphics Company (sign at Rec)
000041	£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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10/105. Village Pond

The village pond forms part of a parcel of common land with no known owner.

To consider what powers the Parish Council have in respect of this land.

The need to consider the village pond has arisen due to the recent drought which has left water levels low.

The resident, in attendance to speak on this item, provided the council with a comprehensive report regarding the pond, for which he was thanked.

The need to find a source of water for the pond was considered and, as suggested in the report submitted, the purchase of a hydrant licence and stand pipe will be considered at the next meeting.

Clerk

It was explained that the Parish Council has no power to incur expenditure on improvements to Common Land unless such expenditure can be shown to be in the interests of the area or its inhabitants.

Between now and the next meeting other funding sources will be investigated.

10/106. Matters for Further Discussion

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

None.

10/107. Date of Next Meeting

The next meeting is to be held on Wednesday 1st September 2010 at 8pm at the Debden Memorial Hall.

Meeting closed at 9.30pm

Signed (Chairman).....

Date: 1st September 2010