



The Minutes of the Parish Council Meeting

The Council met at 7.30 pm on **Monday 8th July 2019** in The Parish Hall, 19 Maldon Road, Great Baddow.

Councillor V Chiswell chaired the meeting.

Present: Councillors V Chiswell, J Sosin, A Sosin, C Shaw, V Sadowsky, K Ronaldson, D Ronaldson, K Liley, B Kilvington, E Ball and S Young

In Attendance: The Clerk of the Council

229/19Public Announcements

There were no public announcements.

230/19Apologies for Absence

Apologies were received and approved for P. Sadowsky and S Bodera.

231/19Declaration of Interests

There were no declarations of Disclosable Pecuniary Interests, Other Pecuniary Interests or Registered Non Pecuniary Interests.

232/19Minutes of the Council Meeting – 10th June 2019

The minutes of the Council meeting held on 10th June 2019 were signed as a true statement. Proposed by Cllr V Chiswell and seconded by Cllr J Sosin.

Cllr E. Ball enquired why the titles Mrs and Miss are used in minutes and agendas for female councillors only. It was suggested that this was just historical. It was agreed that the council will no longer use titles for any councillor.

233/19Public Question Time

There were no members of public.

234/19New Councillors

The new coopted Councillors will take up posts as follows:

- B Kilvington – Grounds Committee, Allotments Sub-Committee and Finance and General Purposes Committee.
- E Ball - Organisation, Methods and Personnel Committee and Highways Committee
- S Bodera - Highways Committee and Planning Committee.

A handwritten signature in blue ink, appearing to be the initials "VC" with a horizontal line underneath.

There are still some vacancies on committees, and it was agreed that if these are not filled by the September Council meeting then the council may look at reducing the members needed for each committee.

235/19 Clerk's Report

1. **Bowls Club Leases** – the Clerk has received an email from the solicitor regarding a few minor changes and these have been agreed. The Clerk is hopeful the leases will be agreed and signed by the end of July.
2. **Village Conference Minutes** – these have now been put on the website.
3. **End of Year Accounts** – these have been e-mailed to the auditors and they have acknowledged receipt.
4. **Parish Council Surgeries** – A new poster has been put up on all the council notice boards. The Clerk will ask the Administrative Officer to continue to re position these on the notice boards so people can see them clearly.

236/19 Correspondence

1. The questions raised by a resident to Cllr A Sosin were discussed. The suggestions that Cllr A Sosin had made were agreed. The Clerk will go back to the resident to inform them of the actions the council will be taking. A copy of the questions and the replies can be seen separately.
2. Email from a resident regarding parking at the Vineyards. It was agreed that this matter would be brought to the meeting that the Clerk will arrange between the council, the management company of the Vineyards and the owner.

237/19 Minutes of the Planning Committee 17th June 2019 and 1st July 2019

The reports of the Planning Committee of 17th June and 1st July 2019 were presented to the Council by Cllr D Ronaldson and signed as a true statement by Cllr V Chiswell.

238/19 Minutes of the Finance and General Purposes Committee 1st July 2019.

The report of the Finance and General Purposes Committee of 1st July 2019 was presented to the Council by Cllr C Shaw, proposed by Cllr C Shaw, and seconded by Cllr A Sosin.

239/19 Minutes of the Organisation, Methods & Personnel Committee 12th June 2019

The report of the Organisation, Methods and General Purposes Committee of 12th June 2019 was presented to the Council by Cllr C Shaw, proposed by Cllr C Shaw, and seconded by Cllr J Sosin.

240/19 Minutes of the Highways Committee 17th June 2019

The report of the Highways Committee of 17th June 2019 was presented to the Council by Cllr K. Liley proposed by Cllr K. Liley and seconded by Cllr A Sosin

VC

241/19 Grounds Committee and Allotment Sub-Committee 24th June 2019

The reports of the Grounds Committee and Allotments Sub-Committee of 24th June 2019 were presented to the Council by Cllr K. Liley proposed by Cllr K. Liley and seconded by Cllr A Sosin

242/19 Public Participation

Cllr V Chiswell talked through what had happened at the last Highways Committee meeting with the public entering the room at different stages. It was agreed that laminated copies of the notice which is read out when public and press attend meetings will be situated on each seat that is allocated for the afore mentioned. It was agreed that although standing orders do state that 15 minutes be allocated to the public item this would always have to be judged at the time by the Chair as to whether enough time was allocated or if this item needed to be extended. It was also agreed that a copy of the Standing Orders will be at every meeting for reference if needed. It was also agreed that when the public arrive the Clerk will direct them as to where they should sit and then once the meeting starts the Chair will direct them.

243/19 YMCA and Bell Street

The Councillors read through the previously circulated report from Ben Gibbons from YMCA and the previously circulated emails from the Clerk. It was felt that the YMCA were making changes and addressing any issues and this would continue to be monitored. Councillor A Sosin asked that the matter of possibly closing Bell Street to traffic be put on the next Highways meeting.

244/19 The Bringey

A discussion took place regarding the previously circulated emails and photo from Cllr S Bodera. It was agreed that Cllr K Liley would take a look at the area in question and report back to the Clerk. The Clerk will contact Highways regarding cutting back the bushes and asking for the risk assessment that was undertaken before the houses were built.

245/19 Residents Ideas

All ideas were previously circulated. The Clerk was asked to reply to each individual with the decisions that were made. These decisions can be seen separately to the minutes.

246/19 Cemetery Works

The Chair thanked Cllr B Kilvington for everything he had done in the last 4 weeks as regards to the cemetery and acting as the Project Manager. The Council was very grateful for his input and support. The project has now been signed off by the Clerk and the contractors are due to make two further visits to the site one in autumn and one in spring to complete the seeding and making good any settlement. It was agreed to look at Type 1 being laid in the allotment car parking

VC

- Cllr A Sosin reminded the Clerk that the fees and charges for next year are required for the September F&GP meeting. The Clerk will make sure these are ready.
- Cllr B Kilvington advised that the bins on Baddow Road were getting rather full up with people's domestic waste. The Clerk will report this to the City Council.
- Cllr K Ronaldson advised that there was an article in the East Anglia & Daily Times stating that the Library Survey carried out by ECC may not be balanced and that this was being looked into.
- Cllr V Chiswell advised that she was now part of the City Council Governance Committee and had her first meeting coming up.
- Cllr V Chiswell advised that at the LLCF last week Cllr Bentley's deputy spoke and advised that Cllr Bentley held surgeries every Tuesday at 2pm in County Hall. The Clerk will find out if you need an appointment or if you can just turn up on the day.

252/19 Private and Confidential

It was resolved that the meeting would be closed to the public and press under the Public Bodies (Admission to Meetings) Act 1960 by reason of the confidential nature of the business to be transacted in the following items. Proposed by Cllr V Chiswell and seconded by Cllr J Sosin. This was agreed unanimously.

253/19 Staffing Update

The Clerk informed the meeting that Mrs Ginette Phillips had been appointed as the new Assistant Clerk and was due to start on the 22nd July. The Clerk looks forward to working with Mrs Phillips and feels she will be an excellent asset to the council. The Clerk would also like to thank her Administrative Officers for all their support and hard work over the past few weeks whilst the office is short staffed.

There being no other business, the meeting was closed at 9.50 pm

Signed V. Chiswell Chairman 5.8.19 Date