

**A Meeting of the Parish Council at The Parish Hall, Great
Baddow on Monday 11th June 2018**

The Council met at 7.30 pm on **Monday 11th June 2018** in The Parish Hall, Great Baddow. Councillor Mrs J Sosin chaired the meeting.

Present: Councillors Mrs J Sosin, A Sosin, Mrs C Shaw, T Miller, Mrs M Miller, Mrs D Ronaldson, K Ronaldson, K Liley, Mrs V Sadowsky, Mrs S Young and Mrs V Chiswell.

In Attendance: The Clerk of the Council and the Deputy Clerk
One member of the public entered at 7.40pm

124/18Public Announcements

There were no public announcements.

125/18Apologies for Absence

Apologies for absence were received from Cllr G Jarvis

126/18Declaration of Interests

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

**127/18Minutes of the Annual General Meeting and Council Meeting – 14th
May 2018**

1. The minutes of the Annual General Meeting held on 14th May 2018 were signed as a true statement. Proposed by Cllr Mrs S Young and seconded by Cllr Mrs C Shaw.
2. The minutes of the Council meeting held on 14th May 2018 were signed as a true statement. Proposed by Cllr Mrs J Sosin and seconded by Cllr Mrs S Young, with the following amendments: Item 81/18, final line, a comma to be inserted after the word 'Busgate' and the following words added 'to which councilors agreed'; Item 84/18, No.3, final line, the words 'accepted by' to be deleted and replaced by 'presented to'.

One member of the public entered the meeting at 7.40pm and the Chairman read out the statement regarding the recording and filming of council meetings.

128/18Casual Vacancy

The Chairman reported to the meeting that Jonathan Fuller had resigned from the Council due to work commitments, and that the Notice of a Casual Vacancy had been displayed. The Notice will expire on 19th June, and if no election has been called, the Clerk will arrange for the co-option notices to be displayed.

129/18Public Question Time

The member of the public stated that he did not have any questions and would be observing the meeting.

130/18Clerk's Report

There was no written Clerk's Report and the following items were raised for information and update.



1. Defibrillator

The Clerk confirmed that a place had been booked for Cllr Mrs V Sadowsky on the EALC workshop, 'Defibrillator Project', taking place on 28th July 2018. No replies had been received from Essex Heartbeat or the Ambulance Service and this will be chased.

2. Busgate meetings

Cllr A Sosin informed the meeting that he had attended the preview meeting and it was confirmed that no councillors had been able to attend the public meetings. It was understood that these had not been heavily attended, and this may have been due to lack of publicity, or the format of the event which was ticketed and divided into one-hour sessions. It was also noted that further strategies are being formulated by the objectors.

Cllr A Sosin reported that he had read an article about a meeting to be held between Vicky Ford MP and the Roads Minister concerning funding for the Army and Navy roundabout.

131/18 Correspondence

1. Essex County Council – Invitation to join the Salt Bag Partnership 2018. It was agreed that, as in previous years, the Parish Council will not participate in this scheme as alternative arrangements are in place, and it would not be practical to distribute a small amount of additional salt that can only be used on the highway.
2. Paul Phillips – correspondence about damaged fence. The Clerk confirmed that, following previous investigations, the Parish Council is responsible for this fence. It was proposed that on this occasion the account should be paid, and Mr Phillips should be told that any future damage must be reported to the Parish Council who will decide upon the appropriate course of action. Proposed by Cllr Mrs C Shaw and seconded by Cllr A Sosin. This was agreed unanimously.

132/18 Reports of the Planning Committee 21st May and 4th June 2018

The reports of the Planning Committee of 21st May and 4th June 2018 were presented to the Council by Cllr A Sosin and signed as a true statement by Cllr Mrs J Sosin.

Cllr A Sosin explained to the meeting that the Planning Committee on 4th June 2018 had reported a discrepancy in application No.18/00764/OUT. The covering letter for this application had referred to three additional dwellings, but the plan had only shown two dwellings. The Administrative Officer had contacted Chelmsford City Council who had confirmed that the application was for two additional dwellings, and that whilst a change of notification was not necessary, a corrected version will be requested. It was agreed that it would not be necessary for this application to be placed on the agenda for the next Planning Committee meeting as the comments already submitted were based on the correct information contained in the plan.

133/18 Report of the Finance and General Purposes Committee 4th June 2018

The report of the Finance and General Purposes Committee of 4th June 2018 was presented to the Council by Cllr A Sosin, proposed by Cllr A Sosin and seconded by Cllr Mrs V Chiswell.

134/18 Internal Auditor's Report

The Internal Auditor's report had been circulated prior to the meeting. The Clerk confirmed that the Internal Auditor had completed the AGAR form and this had been sent to the External Auditor last Friday, 8th June 2018.

Two recommendations had been made in the report:

1. Update of Standing Orders to incorporate reference to the Public Contracts Regulations 2015. It was agreed that Standing Orders would be updated, and reviewed in line with the publication by NALC of a revised pro forma, and will be placed on an agenda at the earliest opportunity.
2. Review of fidelity cover in line with the suggested requirement for cover amounting to year end balances plus 50% of precept: The Clerk informed the meeting that she had asked the Parish Council's insurers to provide a quotation for increased cover and this will be considered at the next meeting of the Finance and General Purposes Committee on 2nd July 2018.

It was proposed by Cllr Mrs J Sosin and seconded by Cllr Mrs C Shaw that the Internal Auditor's Report and the action plan above should be approved. This was agreed unanimously.

135/18 New Premises Licence Application

Cllr Mrs J Sosin outlined the application for a new premises licence at 156 Meadgate Avenue, and noted that this application would enable the outlet to trade for one hour longer than other neighbouring retailers. It was proposed by Cllr Mrs S Young and seconded by Cllr Mrs C Shaw that the Parish Council should object to this licence. This was agreed unanimously.

Cllrs Mrs V Chiswell and A Sosin were delegated to compile a response, which will be sent to the Clerk for forwarding to the licensing authority. The Clerk agreed to send Cllr Mrs V Chiswell, for reference, a copy of the response made by the Parish Council to a previous licensing application.

136/18 GDPR

It was agreed to accept the recommendation of the Finance and General Purposes Committee regarding the adoption of a Privacy Notice and Disclaimer under the GDPR. Proposed by Cllr Mrs J Sosin and seconded by Cllr Mrs S Young. This was agreed unanimously.

137/18 Community Special Constables

The Clerk reported that it would be necessary to obtain a clean copy of the legal agreement before it could be signed by the Chairman, and it was agreed that the Chairman should be authorised to sign the document outside the meeting. Cllr K Ronaldson queried the use of the Great Baddow Fire Station as a location for the constables, as it was not central in the village, but the Clerk confirmed that there was no available alternative.

Cllr Mrs C Shaw drew attention to paragraph 5.2.1 which referred to a community safety plan, and the Clerk was asked to make enquires about this matter. It was agreed that the Clerk should confirm the Parish Council's commitment to the scheme, but advise that it would not be in a position to sign the legal agreement until the query about the community safety plan had been resolved.

138/18Matters for Information

- Cllr Mrs D Ronaldson asked for congratulations to be passed on to Mrs Maureen Hindle who was awarded the British Empire Medal in recognition of her work for patients and the community in Essex, and particularly as Chair of the Patients Council at Broomfield Hospital for 14 years. The Clerk will send a letter of congratulation from the Parish Council.
- Cllr Mrs V Sadowsky reported that the road surface outside 424 Baddow Road had broken up in a number of places and there was now a line of sunken areas. This will be reported.
- Cllr Mrs V Sadowsky reported that she had been approached by a resident from Meadgate Avenue concerning parking in the entrance to the garage block opposite the Meadgate shops. It has been noticed that the entrance is often blocked by large transit vans. This will be reported to the Chelmer Housing Partnership.
- Cllr Mrs V Chiswell enquired about the proposed use of the old toilet block in the Vineyards shopping centre and Cllr K Ronaldson replied that this is to be used as a bike shed.
- Cllr Mrs S Young informed the meeting that over the weekend the Bowling Club had reported a leak in the pipework underneath the decking which had resulted in water spraying up through the wooden slats. The water was turned off and following a site visit this was found to be due to corroded pipework that had split, in the run from the tank to the irrigation system. The Community Handyperson had carried out a temporary repair and Prime Irrigation have been asked to carry out a permanent repair as soon as possible. It was agreed that the Grounds Committee will discuss the use of the irrigation system at its meeting on 24th September 2018, and the matter will be placed on the agenda for the Finance and General Purposes Committee on 2nd July 2018 to agree the costs of the repair.

139/18Private 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 Mrs J Sosin and seconded by Cllr Mrs V Sadowsky. This was agreed unanimously.

140/18Village Greens

The Clerk outlined information that had been received about registering a Village Green and proposed that the Parish Council should take legal advice about the consequences of this action. It was suggested that advice should be taken from a solicitor specialising in land and enquires should be made with the Parish Council's current solicitors about this matter.

The Clerk will acknowledge receipt of the email from the Open Spaces Society and will provide a copy of the Deed to the land, as requested. Proposed by Cllr K Ronaldson and seconded by Cllr Mrs C Shaw. This was agreed unanimously.

141/18Bowling Club Lease

Cllr Mrs S Young reported that a meeting will be held with the Bowling Club to discuss the lease on Wednesday 13th June 2018.

142/18 Bell Centre Lease

The Clerk informed the meeting that Stuart Molder of Essex County Council is working towards a hand back date for the Bell Centre of 30th September 2018. A routine survey was carried out by the County Council last week.

A cheque for £4500 has been signed, which is payment of the County Council's legal fees and is in line with a capped agreement. The last instalment of the lease for the Bell Centre will be paid at the next meeting of the Finance and General Purposes Committee.

143/18 Staffing

The Chairman informed the meeting that Clare Milligan was appointed to the position of Clerk/RFO on SCP 43-47 and will commence work on 25th June 2018.

The councillors thanked the Clerk for her work on behalf of Great Baddow Parish Council and wished her good luck in her new position. A card and flowers were presented to the Clerk.

There being no other business, the meeting was closed at 9.00pm

Signed..... *[Signature]* Chairman..... *[Signature]* Date *9th July 2018*