

Minutes of the Parish Council Meeting held on 31 January 2024 at 7.30pm

Present: Cllrs J Armstrong, S Berlyn, A Chapman (Chairman), G Chapman, P Churchouse, B Hallett, M Hensing (Vice Chairman), A Keeler, L Naggs, and P Sutton

In attendance: Ms M Harper (Clerk)

23/24.83 Apologies for absence

Cllr N Orange

23/24.84 Declarations of Interest

Members are required to declare any personal or prejudicial interests they know they may have in items of business on the meeting's agenda. They are reminded that they will need to repeat their declaration at the appropriate point in the meeting and leave the room if the interest is a prejudicial one. Unforeseen interests must be declared similarly at the appropriate time.

There were no declarations of interest

23/24.85 Public Question Time

Members of the public are invited to address the Council, give their views and question the Council on issues on this agenda, or raise issues for future consideration (at the discretion of the Chairman). Members of the public may not take part in the Council meeting itself. At the close of this item members of the public will no longer be permitted to address the Council unless invited to do so by the Chairman. The session will last for a maximum of 15 minutes with any individual contribution lasting a maximum of 5 minutes. Members of the public should address their representation through the Chairman of the meeting.

There were no members of the public present

23/24.86 To approve Minutes of the Parish Council meetings held 14 December 2023

RESOLVED: that the minutes of the Parish Council meeting held on 14 December 2023 be approved and signed as a correct record

23/24.87 Co-option consideration

This item was deferred to the March 2024 meeting

23/24.88 Reports from Committees

23/24.88.1 Community Engagement Committee

The minutes of the last meeting as published were noted. Cllr Hallett provided an update on the Spring Fair – 23 March and the Summer Fete – 15 June and requested councillors to confirm any availability to help with the Clerk. Cllr Hallett noted that school visits would take place in March and June and that revised New Neighbour packs would be available soon.

23/24.88.2 Environment Committee

The minutes of the meeting as published were noted. Cllr A Chapman noted that work on the fencing and locating of the whips in the Community Woodland would take place shortly

23/24.88.3 Facilities Committee

The minutes of the last meeting as published were noted. Cllr G Chapman noted that remedial works to the path from Mayes Lane carpark to the Bowling and Tennis Pavilions had been completed and that following the playground inspection report and quote, all works identified would be undertaken

23/24.88.4 Health & Wellbeing Committee

The minutes of the last meeting as published were noted.

23/24.88.5 Leisure Centre Committee

23/24.88.5.1 The minutes of the last meeting as published were noted. Cllr Berlyn noted that tickets for the Tribute Night being held on 3 February were still available

23/24.88.5.2 Cllr Berlyn thanked the Clerk for the hard work that had gone into producing the new website.

RESOLVED: that the Leisure Centre website be approved for publication, proposed by Cllr Berlyn and seconded by Cllr Hessing, all agreed

23/24.88.6 *Planning Committee*

The minutes of the last meeting as published were noted.

23/24.88.7 *Resources Committee*

23/24.88.7.1 The minutes of the last meeting as published were noted. Cllr G Chapman thanked the Clerk for the clear audit achieved in the interim audit report and advised that the committee meeting held on 30 January had discussed the budget for discussion at the Parish Council meeting

23/24.88.7.2 RESOLVED: to approve the Interim Internal Audit Report, proposed by Cllr G Chapman and seconded by Cllr Berlyn, all agreed

23/24.88.7.3 RESOLVED: that the recommendation that the continued use of variable direct debits and standing orders for utility supplies, recycling collection, photocopier, salaries, Information Commissioners Office and IT Support be approved, proposed by Cllr Hessing and seconded by Cllr Berlyn, all agreed

With the permission of the Members agenda item 23/24.89 was moved down the agenda

23/24.90 **Parish Council Website Update**

The new website was shown to Members; it is hoped that the website will be ready to go live at the end of March 2024

23/24.91 **Area of Outstanding Natural Beauty**

Cllr Armstrong advised that the application had been submitted to Natural England. Members expressed their thanks to Cllr Armstrong and colleagues for the hard work that had gone into producing the documentation.

RESOLVED: that the Parish Council would support the application, proposed by Cllr Berlyn and seconded by Cllr Hallett, all agreed

23/24.92 **Essex Council County Electrical Vehicle Charging Point survey**

RESOLVED: that Mayes Lane carpark should be submitted as a possible location for Electrical Vehicle charging points, proposed by Cllr Hessing and seconded by Cllr Naggs, all agreed

23/24.93 **Reports from Village Organisations**

It was noted that the Danbury Society are struggling with volunteers to run the Art Show

23/24.94 **Community Engagement**

The Leisure Centre website

23/24.95 **Matters for Report (for information only)**

Cllr G Chapman advised of the sad passing of Mr Willey and the date and time of his funeral

23/24.96 **Exclusion of Press and Public**

RESOLVED: In accordance with S.1 of the Public Bodies (Admission to Meetings) Act 1960 to resolve that in view of the nature of the business to be discussed it is in the opinion of the Committee advisable that the Public and Press be excluded and they are instructed to withdraw, proposed by Cllr G Chapman and seconded by Cllr Churchouse, all agreed

22/23.97 **Consideration of candidates for co-option**

This item was deferred

23/24.98 **Update on employment matters**

23/24.98.1 The Clerk gave an update on current employment matters

23/24.98.2 RESOLVED: that Mrs Mitchelmore be nominated to join the pension scheme, proposed by Cllr G Chapman and seconded by Cllr Berlyn, all agreed

RESOLVED: that members of the press and public be readmitted to the meeting, proposed by Cllr Armstrong and seconded by Cllr Berlyn, all agreed

22/23.89 Precept 2024/2025

Cllr Hessing proposed £2,000 for Community Based Projects, seconded by Cllr Sutton, this was amended by Cllr Berlyn to £1,500.00, seconded by Cllr Armstrong, which was put to the vote, 5 for, 1 against and 5 abstentions

RESOLVED: that £1,500.00 be included for Community Based Projects, proposed by Cllr Berlyn and seconded by Cllr Armstrong, agreed

RESOLVED: that the proposed Precept demand of £381,834 (5.95% increase on last year; effect on Band D property would be an increase of £0.40 per week) be approved, proposed by Cllr Churchouse and seconded by Cllr G Chapman, all agreed

- The breakdown of the precept demand:
- Community Engagement Committee - £12,803
- Environment Committee - £6,398.00
- Facilities Committee - £52,415.00
- Health & Wellbeing Committee - £928.00
- Leisure Centre Committee - £ 115,000.00
- Parish Council - £18,471.00
- Resources Committee - £184,439.00

23/24.99 Dates of next meeting

Wednesday 27 March 2024

There being no further business the Chairman closed the meeting at 8.50pm.

Chairman

Date