

## **Minutes of the Parish Council Meeting held on 25 September 2024 at 7.30pm**

Present: Cllrs J Armstrong, S Berlyn, A Chapman (Chair), G Chapman, P Churchouse, B Hallett, M Hessing (Vice Chair), L Naggs A Keeler, N Orange, U Rasiule and P Sutton

In attendance: Ms M Harper (Clerk)

### **24/25.51 Apologies for absence**

There were no apologies for absence

### **24/25.52 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

### **24/25.53 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

### **24/25.54 To approve Minutes of the Extra Ordinary Parish Council meeting held 7 August 2024**

RESOLVED: that the minutes of the Parish Council meeting held on 7 August 2024 be approved and signed as a true record

### **24/25.55 Reports from Committees**

#### *24/25.55.1 Community Engagement*

The minutes of the last meeting as published were noted. The Committee Chairman reminded councillors of the following events: Halloween – 26 October, Christmas Lights – 6 December and Christmas Fayre – 7 December

#### *24/25.55.2 Environment Committee*

The minutes of the last meeting as published were noted.

#### *24/25.55.3 Facilities Committee*

24/25.55.3.1 The minutes of the last meeting as published were noted

24/25.55.3.2 Following discussion regarding managing the existing car park facilities with a view to limiting the free parking time available in the carparks to enable residents and users of the Leisure Centre better access to parking throughout the day, it was agreed that the proposal would be approved

RESOLVED: that the proposal, including the period from 7pm to 10pm being free, in relation to car park management at Mayes Lane and Main Road carparks be approved, proposed by Cllr Hessing and seconded by Cllr Orange, all agreed

#### *24/25.55.4 Health & Wellbeing Committee*

The minutes of the last meeting as published were noted. The Committee Chairman advised that the Health & Wellbeing event held on 21 September had been a successful event and had been well received, especially by the charities and support groups that attended

#### *24/25.55.5 Leisure Centre Committee*

24/25.55.5.1 The minutes of the last meeting as published were noted. The Committee Chairman advised that the new furniture for the bar was expected during November and that the blinds would be considered afterwards

24/25.55.5.2 RESOLVED: that the cleaning for Danbury Leisure Centre would be undertaken by St Helena Cleaning Company, proposed by Cllr Berlyn and seconded by Cllr Sutton, all agreed

24/25.55.6 *Planning Committee*

24/25.55.6.1 The minutes of the last meeting as published were noted. The Committee Chairman advised that the National Policy Planning Framework consultation response had been submitted. Thanks were expressed to the Planning Committee and Assistance Clerk.

24/25.55.6.2 The Committee Chairman advised that a meeting with the barrister had taken place in relation to the consultation on Chelmsford City Council's Local Plan and that specialist advice would be needed on certain issues. The Go Fund Me campaign set up by Little Baddow Parish Council had raised £23,000 and that some members of the working party would be attending Chelmsford City Council's Policy Board meeting on 26 September. Thanks were expressed to Cllr Hessing

24/25.55.7 *Resources Committee*

The minutes of the last meeting as published were noted. The Committee Chairman advised that the finances were quite healthy and the Leisure Centre was making progress on reducing the deficit

**24/25.56 External Audit for 2023-2024**

It was noted that the external audit for 2023 -2024 was completed and an unqualified audit was returned by the external auditor. Formal thanks were expressed to the Clerk

**24/25.57 Letter to Sir John Whittingdale regarding pelican crossing**

The letter and the response to the letter that had been sent to Sir John Whittingdale requesting support for a pelican crossing by Well Lane and Danbury Park School was noted

**24/25.58 Assets of Community Value**

It was noted that the Library and Old School House have been listed as Assets of Community Value by Chelmsford City Council until is 20<sup>th</sup> and 22<sup>nd</sup> August 2029 respectively

**24/25.59 Poppy Wreath**

24/25.59.1 RESOLVED: to make a donation of £100.00 to the British Legion in respect of the poppy wreath, proposed by Cllr Sutton and seconded by Cllr G Chapman, all agreed

24/25.59.2 It was agreed that Cllr Sutton will lay the wreath on behalf of the Parish Council

**24/25.60 Schedule for 2025 meetings**

RESOLVED: that the schedule of meetings for 2025 be approved, proposed by Cllr Sutton and seconded by Cllr Armstrong, all agreed

**24/25.61 Consultation Response**

It was agreed councillors should submit responses to the Clerk and that the Clerk, in conjunction with the Working Party (Cllrs A Chapman, Hallett, Hessing and Naggs) would make a response to the Essex Local Nature Recovery Strategy (LNRS) Public Consultation from Essex County Council on behalf of the council. Cllrs on the Working Party to provide dates for the meeting to the Clerk for week commencing 14 October.

**24/25.62 Projects**

It was noted that Committees had been asked for projects to be put forward for an allocation in respect of the community benefit fund and donation expected to be received by the Parish Council for review by the Committee Chairs at a meeting on 23 October 2024

**24/25.63 Budget 2025/26**

It was noted that the budget for 2025/26 will be discussed at the next meeting

**24/25.64 Reports from Village Organisations**

Cllr Berlyn noted that he had attended a recent event at the Church and the Rotary Club Quiz. Cllr Armstrong advised that the Little Baddow History Centre were forming a new committee and were looking for volunteers

**24/25.65 Community Engagement**

Changes to the carparking need to be communicated

**24/25.66 Matters for Report (for information only)**

Cllr Berlyn noted that the Maldon Road resurfacing was a good improvement  
Cllr Hessing noted that photos of Danbury past and present had been donated  
Cllr Hallett noted that Sustainable Danbury were hosting an Eco Day on 5 October at the Leisure Centre

**24/25.67 Dates of next meeting**

Wednesday 27 November 2024 at 7.30pm

**24/25.68 Exclusion of Press and Public**

RESOLVED: that in accordance with S.1 of the Public Bodies (Admission to Meetings) Act 1960 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 Armstrong and seconded by Cllr Sutton, all agreed

**24/25.69 Bowling Club Lease**

RESOLVED: that the renewal of the Bowling Club lease for 5 years as recommended by the Resources Committee be approved, proposed by Cllr Orange and seconded by Cllr Berlyn, all agreed

**24/25.70 Staffing Hours**

The temporary changes to the Clerk’s working hours were noted

There being no further business the Chairman closed the meeting at 8.31pm.

Chairman .....

Date .....