

# **LITTLE DUNMOW PARISH COUNCIL**

## **MINUTES OF A MEETING OF LITTLE DUNMOW PARISH COUNCIL HELD ON MONDAY 12 JULY 2010 AT 7.15 PM AT THE RECREATION GROUND MEETING ROOM, BROOK STREET, LITTLE DUNMOW**

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*Present: Cllrs: Atherton, Brown, Davies, Dodkins, Johnston & Thomas.*  
*In the Chair: Cllr Thomas.*  
*Clerk: Angela Balcombe.*  
*Also present: 1 member of the public and District Councillor Bellingham-Smith.*

### **10/71. APOLOGIES FOR ABSENCE.**

Cllr Brown may be late due to train delays.

### **10/72. CASUAL VACANCY**

Due to the resignation of Cllr Sheila Mayne there is a vacancy on the Parish Council. The District Council has been informed and the vacancy has been advertised. An election will be held to fill this vacancy if requested by ten local government electors in the Parish by 22 July 2010.

### **10/73. MINUTES OF THE LAST MEETING.**

The minutes of 10 May 2010 were approved as a correct record of events.

**Proposed: Cllr Dodkins. Seconded: Cllr Atherton. All agreed.**

### **10/74. PROGRESS CHECK.**

10/60. Footpath 24 – waymarking and clearance needs to be undertaken, it will be more cost effective if the Parish Council does the work themselves.

10/60. Dog fouling – the signs should be erected soon, it is National Poop-Scoop Week 26 July – 1 August, the Dog Warden will be visiting and supplying free poo bags (available free from Dunmow Library), she will also be issuing a press release.

10/61. Church Notice Board – ECC has no objections to putting the board in Grange Lane although it hasn't been finalised yet.

- Parish Emergency Plan – Stebbing Parish Council to be contacted.
- The travellers site is to be cleared – ECC has confirmed that they now have the money to do this.

### **10/75. DECLARATION OF INTERESTS.**

To receive any 'personal' or 'personal and prejudicial' interests relating to items on the agenda. No interests were declared.

### **10/76. PUBLIC FORUM.**

**District Councillors Report** – Cllr Bellingham-Smith gave a brief report of District Council matters.

*Cllr Brown arrived.*

### **10/77. PLANNING.**

**Application No: UTT/0931/10/FUL.** Erection of new dwelling.

**Location:** 1 Burgess Cottages, Pound Hill, Little Dunmow.

Copies of two letters of objection had been received by the Parish Council. The following concerns were raised: road safety, parking issues and inappropriate development.

A vote was taken and it was agreed to object to this application for the above reasons.

**Application No: UTT/1000/10/FUL.** Proposed new chimney.

**Location:** Creedy, The Street, Little Dunmow.

As plans are in dispute and planning permission has not been given for this building the Council cannot comment on this proposal. (Delegated decision).

#### **10/78. INSURANCE REVIEW.**

- Increased Fidelity Guarantee – form signed by Chairman and RFO to increase the limit to £30,000 as agreed.
- Parish Pump – to agree a value for insurance purposes (the value will be reflected in the premium). It was agreed to find out what the premium per £1,000 would be to insure it. It was also agreed to find out what the Parish Councils obligations are if the pump were to be damaged or destroyed, as it is classed as a listed building.
- Meeting Room – the Councils Public Liability covers users, provided a visual inspection is carried out every two weeks.

#### **10/79. PLAY EQUIPMENT.**

It was agreed that the additional amount of £320 will come from the Parish Councils reserves to cover the shortfall from the grant funding.

#### **10/80. RECREATION GROUND SATURDAY FOOTBALL CHARGES.**

Any football club using the Recreation Ground should have their own Public Liability insurance which the Parish Council should keep a copy of. If they are not insured then the Parish Council could be held liable in the event of an accident. The Parish Council can ask for a donation or fees.

Use of the car park – the Parish Council would have no responsibility if cars are parked at the owners own risk (a sign should be displayed). Cllr Thomas will look into this.

#### **GOAL POSTS**

Agreed to buy two goal posts (£630) plus nets (£35).

**Proposed Cllr Davies. Seconded: Cllr Dodkins. All agreed.**

**CAMPING** – no camping is allowed on the Recreation Ground.

#### **10/81. SECTION 106 MEETING.**

A report of the meeting held with representatives from ECC, Felsted and Flitch Green Parish Councils was received. It was agreed to write to ECC to clarify ownership of the land where the footpath was needed (Station Road) and to also reiterate that the remainder of the S.106 money should be spent in Little Dunmow.

#### **10/82. STRIMMER SERVICING**

Agreed that the trimmer should be serviced as ongoing maintenance.

**10/83. FINANCE.**

**Accounts paid and cheques signed:**

100490 £334.49 A Balcombe (June - Salary £267.00, Office Expenses £23.75 , Postage £3.75, Anti-virus £39.99)  
100491 £10,281.25 Adventure Playgrounds (new equipment)  
100492 £549.38 Aon Limited (Insurance Premium)  
100493 £292.44 A Balcombe (July - Salary £267.00, Office Expenses £23.75 , Postage £1.69)  
100494 £86.24 A & J Lighting Solutions (Maintenance x 2 invoices)  
100495 £40.00 RCCE (Annual Subs)  
100496 £140.00 Ian Shaw (Internal Audit Fee)  
D/D £63.50 E-on (Street lighting – May)  
D/D £63.50 E-on (Street lighting – June)

**10/84. VILLAGE GATEWAYS / SIGNAGE (TRAFFIC CALMING).**

It was agreed to ask ECC for an additional village sign coming from the Flitch Green direction, and to ask about a white village gateway as you enter Little Dunmow from the old A120 just after the bridge.

**10/85. COMMUNICATION / DECISION MAKING PROCESS.**

There was a discussion around how the Parish Council communicates amongst themselves and how decisions are made. It was explained that decisions are made by the Council as a whole and must be as a result of an agenda item which, by law, gives three clear days notice of any decision to be made. All decisions are made at full Council meetings. With regard to returning comments on planning applications, the Council has delegated power to the Clerk to return comments on applications that fall outside the schedule of meetings. This is done in consultation with councillors. For major or contentious applications, an extraordinary meeting can be called.

**10/86. EALC TRAINING COURSES.**

Budget and Precept – 16 September, cost: £36.00  
Roles and Responsibilities – 9 September, cost: £36.00 Cllrs Atherton and Davies to attend.

**10/87. GENERAL CORRESPONDENCE TO NOTE.**

**ECC** – Parish Visit, list of works to be done.  
**ECC** – Concessionary Bus Pass Consultation 1 July – 30 September 2010  
**ECC** – Mobile VAS signs in Uttlesford.  
**Neighbourhood Watch** – letter from Rachel Doland introducing herself as the new NW Co-ordinator.

**10/88. INFORMATION EXCHANGE / NEXT AGENDA ITEMS ONLY.**

**Parish Pump** – next agenda.

**10/89. DATE OF THE NEXT MEETING.**

The next meeting of Little Dunmow Parish Council will be held on Monday 13 September 2010 at 7.15pm at the Recreation Ground Meeting Room.

**THE MEETING CLOSED AT 9.40 PM.**

**SIGNED (CHAIRMAN):**

**DATE:**