

# LITTLE DUNMOW PARISH COUNCIL

MINUTES OF THE ANNUAL MEETING OF LITTLE DUNMOW PARISH COUNCIL  
HELD ON MONDAY 13 MAY 2013 AT 7.30 PM AT THE RECREATION GROUND  
MEETING ROOM, BROOK STREET, LITTLE DUNMOW

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*Present:* Cllrs: Davies, Kerr, Pratt, Thomas & Westbrook.  
*In the Chair:* Cllr Thomas.  
*Clerk:* Angela Balcombe.  
*Also present:* There was no one else present.

## **13/33. ELECTION OF CHAIRMAN.**

Cllr Thomas was nominated as Chairman. There being no further nominations, Cllr Thomas was duly elected Chairman for 2013/14.

- Cllr Thomas signed the Declaration of Acceptance of Office of Chairman.

## **13/34. ELECTION OF VICE-CHAIRMAN.**

Cllr Kerr was nominated as Vice-Chairman, there being no further nominations, Cllr Kerr was elected as Vice-Chairman for 2013/14.

## **13/35. CO-OPTION OF PARISH COUNCILLOR.**

Cllr Thomas proposed that Mrs Val Westbrook be co-opted as Parish Councillor to the Council. This was unanimously agreed.

Cllr Westbrook signed the Declaration of Acceptance of Office and was welcomed to the Council.

## **13/36. APOLOGIES FOR ABSENCE.**

Apologies were received from Cllrs Atherton and Watkinson, Cllr Pratt had sent apologies to say she may be late.

## **13/37. MINUTES OF THE LAST MEETING.**

The minutes of 14 March 2013 were approved as a correct record of events.

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

## **13/38. PROGRESS CHECK.**

No matters raised.

## **13/39. DECLARATION OF INTERESTS.**

To declare any Disclosable Pecuniary, Other Pecuniary or Non-Pecuniary Interests. No interests were declared.

## **13/40. STATION ROAD S.106 AGREEMENT.**

ECC have received the cost estimate from BT and are now waiting for works dates. There is approx. a 16 week lead time for the moving of the BT stats, once this is done the footway works can be completed. It will be done this year unless there are any unforeseen issues.

## **13/41. MOBILE VAS SIGN.**

The sign is provided by ECC and rotated every four months. Little Dunmow currently share the sign with Felsted. It was unanimously agreed to continue with the shared VAS.

**Proposed: Cllr Davies. Seconded: Cllr Thomas.**

### **13/42. FINANCE.**

#### **Accounts paid and cheques signed:**

100613 £253.23 A Balcombe (April Salary & Office Expenses)  
100614 £88.39 EALC (Annual Subs. inc. £13.50 NALC Affiliation Fee)  
100615 £577.30 Aon UK Ltd (Insurance Premium)  
D/D £66.05 E-on (Street-lighting)  
D/D £44.04 A & J Lighting Solutions (Maintenance)  
D/D £44.72 E-on (Electricity Supply – Meeting Room)  
100616 £253.03 A Balcombe (May Salary & Office Expenses)  
100617 £275.00 A Balcombe (June Salary & Office Expenses & printer Ink)  
100618 £22.20 Acumen Wages Service (Salaries – June)  
D/D £63.91 E-on (Street-lighting)  
D/D £44.04 A & J Lighting Solutions (Maintenance)  
100619 £44.40 Acumen Wages Service (Salaries – April & May)  
100620 £72.54 J Thomas (Chains for gate at Recreation Ground)

### **13/43. YEAR-END ACCOUNTS.**

The accounts for the year ended 31 March 2013 were unanimously approved by the Council.

**Proposed: Cllr Thomas. Seconded: Cllr Kerr. Unanimously agreed.**

The Annual Return including the Annual Governance Statement were signed on behalf of the Council by the Chairman and the Clerk/RFO.

### **13/44. SUPPORT FOR TREE PRUNING.**

It was agreed to contribute up to a maximum of £400 depending on the total cost of the works.

**Proposed: Cllr Kerr. Seconded Cllr Davies. Unanimously agreed.**

*Cllr Pratt arrived at the meeting.*

### **13/45. SUMMER GET TOGETHER.**

It was agreed to hold a Bring and Share party in August.

### **13/46. CORRESPONDENCE TO NOTE.**

**UDC** – Community Project Grant Scheme 2013/14.

**ECC** – Invitation to Choral Evensong at Chelmsford Cathedral, 16 June 2013.

**Lambert Smith Hampton (on behalf of ECC)** – auction of Station House to take place on 20 May 2013.

**UALC** – AGM 18 June at the Stansted Day Centre.

**UDC** – the next Community Forum is on Wednesday 26 June 2013 at Saffron Walden.

### **13/47. INFORMATION EXCHANGE / NEXT AGENDA ITEMS ONLY.**

- The wooden gate at the entrance to the Recreation Ground was stolen on May Day, a metal gate will replace it.

### **13/48. MEETING DATES 2013**

- 8 July, 9 September, 11 November.

***THE MEETING CLOSED AT 8.17 PM.***

**SIGNED (CHAIRMAN):**

**DATE:**