

STAMBOURNE PARISH COUNCIL

Minutes of the meeting held on Thursday 20 July 2017 at 7.30pm in the village hall, Stambourne.

PRESENT: Mr Martyn Fall (Chairman) Mr Andrew Drysdale
 Mr Michael Crago Mrs Karen Grant
 Mrs Vanessa Young Mr Neil Pyman

CLERK: Mrs Deborah Hilliard

IN ATTENDANCE: Mrs Val Kerrison
 Mrs A Zera

Martyn welcomed Val Kerrison who is to be co-opted to the Parish Council.

Mrs Zera attended to address the Parish Council regarding her application to the Local Highways Panel. She requested the Parish Council endorse her application which has been made due to the narrow and blind corner by her house in Wesley End Road. This will be commented upon under item 9 of the agenda.

17/49 APOLOGIES FOR ABSENCE

None.

17/50 MINUTES OF THE MEETING HELD ON 18 MAY 2017

The minutes of the meeting held on 18 May 2017 were agreed as a correct record and signed.

17/51 MATTERS ARISING

Vanessa reminded those present of the suggestion of provision of a circular seat around the oak tree by the pavilion – noted.

17/52 DECLARATIONS OF INTEREST

Vanessa declared an interest in item 7 of the agenda.

17/53 REPORT OF DISTRICT COUNCILLOR

Not present.

17/54 CO-OPTION OF PARISH COUNCILLOR

The Parish Council agreed to co-opt Mrs Val Kerrison to the Parish Council. Braintree District Council will be notified.

17/55 PAVILION

The quotes for cleaning and repainting the exterior of the pavilion had been received. However, it was noted that the quotes had each worked to a different specification list. One company would be asked to requote in order that the specification would match and a decision made on receipt of this quote.

Neil advised he had been approached by a parishioner about the speculation within the village of the future of both the village hall and the pavilion. The



speculation being that the village hall site be sold and a new community building erected on the playing field to replace the pavilion.

After discussion the following points were noted:-

- The village hall is not owned by or the responsibility of the Parish Council and any decisions on its future remains with the village hall trustees and must follow any covenants within the Trust documents.
- The playing field and pavilion, whilst owned by the Parish Council, are also subject to stringent conditions on any development. These conditions were put in place when the site became open space.
- Any proposals following the 2 points above are long term plans and will not alter the need for the Parish Council to continue to maintain the pavilion.
- The Parish Council will continue with its proposals to apply for grant funding to refurbish the toilets as previously agreed. (further details of this see under minute 17/60 below)

The pavilion requires a woodworm check. Debbie will contact Command Pest Control and arrange an inspection.

Refurbishment of Toilets

Martyn reported that he will draw up a specification for the proposed work and circulate to the Parish Council before quotes are invited. Grant forms to help with funding the project will be completed (see minute 17/60 below). Karen advised that as a result of the 2017 village fete £1,000 would be donated from the fete towards this project.

Karen who acts as liaison with village fete organisers passed on a request that the fete organisers take custody of the fete equipment and communal games. This was agreed and noted they would still be stored in the pavilion. A request was also made to clear and tidy the storage area. It was agreed that a joint fete/parish council visit would be made in the autumn. The date will be agreed at the Bonfire Committee meeting. It was noted that if Bonfire night were to go ahead the date would be Saturday 4 November 2017.

17/56 PLAYING FIELD

The backboard to the basketball net will be repainted by Martyn.

The quote from Wicksteed had been circulated previously. It was noted that on the initial safety inspection no items had been flagged as urgent. However, the Parish Council need to ensure equipment is correctly maintained to comply with insurance. It was agreed that the following work will be carried out as recommended in the report:-

The safety matting area beneath the double swing will be extended front and behind by 1 metre. The gaps between mats will be infilled with wetpour. Quotes will be invited for this work.

It was agreed that Vanessa would be appointed to tidy the pavilion and empty bins on the playing field for a fee of £150 per annum.

17/57 HIGHWAYS

The request made by Mrs Zera before the start of the meeting regarding Wesley End Road was considered and it was agreed to endorse the application to the Local Highways Panel. Debbie will forward this.

It was noted that resurfacing of the roads through the parish was now underway. However, Chapel End Way was not part of the resurfacing programme. The resurfacing was welcomed despite some inconvenience and the Parish Council will send a letter of thanks to David Finch.

17/58 FOOTPATHS

Nothing to report.

17/59 PLANNING

There were no planning applications to consider. Val was advised on how the Parish Council dealt with planning matters.

17/60 PROPOSED CIF APPLICATION/COMMUNITY GRANT FORM

- *CIF Expression of Interest form* – The application will be made for refurbishment of the toilets in the pavilion. If enough funding is available then consideration could be given to replacing the kitchen and/or redecoration throughout the pavilion. Some amendments were made to the figures. The form will be submitted.
- *Quotes for work* – A specification will be provided by Martyn and then quotes invited.
- *Community Grant form*. The form was signed by the Chairman and will be forward to Cllr Van Dulken.

17/61 REVIEW OF FINANCIAL REGULATIONS AND STANDING ORDERS

These documents had previously been circulated for review and were agreed. It was noted that some alteration may be required to account for the new Transparency Code regulations. Debbie will make enquiries with the EALC.

17/62 WAR MEMORIAL LETTERING

It was noted that Gem Construction have now visited the memorial and should have etched out some of the letters for review.

17/63 VILLAGE FETE

Karen reported the village fete had been a success and well supported. As previously reported in minute 17/55 above £1,000 would be passed to the Parish Council towards refurbishment of the pavilion.

17/64 CORRESPONDENCE

Salt Bag scheme 2017 – As the Parish Council is still well stocked with salt it was agreed not to join the scheme for 2017. BDC will be notified.

RCCE – It was agreed the Parish Council will rejoin the RCCE for 2017.

