

COLD NORTON PARISH COUNCIL

MINUTES OF THE MONTHLY MEETING OF THE PARISH COUNCIL HELD ON WEDNESDAY 6TH APRIL 2011 IN THE NORTON ROOM OF THE VILLAGE HALL

THOSE PRESENT:

Councillors:

Mr. J. Archer
Prof. L. Barclay
Mrs. G. Gold (Vice Chairman)
Mrs. S. Garnham
Mr. C. Litscher
Mrs. A. McDonald
Mr. P. Wakeling (Chairman)

In attendance: Mrs. M. Dyer (Parish Clerk)
District Councillor J. Sears
PC A Bowen

1. **APOLOGIES FOR ABSENCE:** there were no apologies
2. **MINUTES OF THE ORDINARY MEETING of the Parish Council** held on Wednesday 2nd March 2011 were approved as correct and signed accordingly.

FINANCE

Approval of Payments

3. Dave Bull general village caretaker work Invoice No.14 dated 30.03.11 £130.50 Cheque No.968
4. MAIA Services to updating web pages 1 PC report and 1 set of minutes invoice 11007 dated 04.04.11 £30 (£25 net) Cheque No.969
5. Maria Dyer office expenses £41.83 Cheque No.970
6. E-on Energy Street lighting for February 2011 Invoice No. HA994DB88 dated 03.03.11 £38.54 (£36.70 net) taken by direct debit on 13.03.11
7. EALC to postage for NALC election booklets and posters (items were free) Invoice No.852 dated 16.03.11 £2.00 Cheque No.971
8. EALC to 2011/12 affiliation fees for EALC (£225.54) and NALC (£45.36) based on electorate figure of 874 £270.90 Cheque No.972
9. Essex Wildlife Trust Membership renewal to 30th April 2012 £40 Cheque No.973
10. GB Office Group stationery 5 x black ink and 1 x colour ink cartridges, plus 5 x packs of 80gsm A4 paper Invoice No.IH391750 dated 06.04.11 £94.95 (£79.13 net). Cheque No.974

11. Financial Statement

Current balances:

Standard Life 10 Day Notice as at 17 th March 2011	£	547.46
Santander as at 2 nd April 2011	£	<u>22,479.46</u>
	£	23,026.92

12. **Audit Commission:** Members had been supplied with details of change of Auditor at the Audit Commission. Noted by Members
13. **NALC Financial Update 22nd March 2011:** had been supplied to Members. Noted.
14. **E-on unmetered electricity for street lights:** Members had been advised that the current arrangement will end on 31st March 2011 and that a new fixed rate for two years would be 16.451p per kWh or the Council could opt for the deemed product which is currently supplied at 9.2p per kWh. Members were advised that price of this deemed product can change, but that it had not altered in 3 years. Members agreed to the deemed product at 9.2p per kWh.

15. **St. Stephens Parochial Church Council:** Members had been supplied with letter thanking the PC for the grant towards a new oil tank. Noted.

PLANNING

16. **Maldon District Council Decisions:** – a detailed list had been copied to Members, which is summarised below:

FUL/MAL/10/01089 Cold Norton

Construction of two dormers to front and two dormers to rear of house roof. Construction of a rear ground floor extension.

17 St Stephens Road Cold Norton Essex CM3 6JE

(UPRN - 100090555806)

Ms Emma Radley

APPROVED

FUL/MAL/10/01078 Cold Norton

Application for non-compliance with Ecological Condition 3 of planning permission FUL/MAL/10/00828 (Erect replacement dwelling)

Two Square St Stephens Road Cold Norton Essex

(UPRN - 100091257125)

Mr Paul Coombes

APPROVED

17. **Planning Applications received by the Parish Council:**

There were no planning applications for the Councillors to consider at this meeting.

18. **ECC Minerals & Waste Development Framework:** Members had been supplied with copy letter confirming PC submission received and advising submission number. Noted by Members

19. **Proposed Turncole Wind Farm Development:** minutes from Community Liaison Group meetings held on 20th January 2011 and 17th February 2011 had been supplied to Members. Noted.

20. **ECC Sustainable Environment & Enterprise Environment, Sustainability & Highways: Consultation of Streets Materials Guide, Design and good Practice runs from 18th March 2011 to 29th April 2011** Members had been supplied with copy letter/details. Hard copy received of draft had been passes to the Chairman. Noted.

HIGHWAYS AND ROAD SAFETY

21. **Highways Schedule**

Flooding along footpath behind Latchingdon Road: Waiting for further update

Speeding cars from bridge towards Palepit Roundabout. Clerk liaising with Police Speed Officer re speed checks. Clerk has spoken to Cllr Hume and if available he is willing to attend the APM and speak about highways matters.

Flooding near bridge: awaiting response from Highways – have chased again

Directional sign on Latchingdon Road to indicate Village Hall location; Highways to install in new financial year

Re-instatement of Zebra crossing lines – will be undertaken when weather conditions are suitable

Speed/Traffic survey undertaken along Stow Road during week ending 22nd October 2010 – have been advised that a speed camera will not be installed along this road

School indicator sign corner of St. Stephens Road and Latchingdon Road reported to Highways. Highways inspected on 7th March 2011 – awaiting work to be undertaken

Stow Road street sign opposite Hackmans Lane has been reported to MDC

Footway along Latchingdon Road from bridge to Palepit Roundabout: siding back required - reported to Highways

Re-instatement of yellow no parking/waiting etc lines outside school required - Highways aware re site visit 7th March 2011.

Drain from school leaking onto St. Stephens Road – Clerk spoke to school Secretary on 7th March 2011 who advised that problem was connected to drainage problem in play area at back of building; advised on 22nd March 2011 that works have now been carried out.

Incident regarding emergency services access and parking relating to school – Members had been supplied with copy correspondence from Resident and Police. PC Bowen advised at the meeting that he had visited the School and would continue to make periodic checks. Clerk advised that the School had issued a letter to all parents. Noted by Members.

Clerk had a site meeting with Officer from MDC regarding signs generally (and at village hall and playing field) and problem with dog fouling. Requested more 'No Dog Fouling' signs for St. Stephens Road and Latchingdon Road. Noted by Members.

VILLAGE HALL

22. **Report from Parish Council Representatives:** Members were given a brief report from the meeting held on Tuesday 5th April 2011.
23. **Village Hall Project:** Members were advised that the solicitors, Harvey Escott had now received the amended paperwork and would forward to the PC. Inspection with Project Manager and Contractor to take place in May 2011 – details to be advised.
24. **VANDALISM/POLICE MATTERS:** PC Bowen was in attendance at the Meeting and talked briefly about 'The Reform Programme' (see minute No.25 below), advising that whilst it is proposed to reduce the number of districts from 5 down to a maximum of 3, but could be one, that the proposal is still to retain local officers. PC Bowen then went on to update the Councillors on the latest crime figures available, advising that burglaries are up slightly and that residents are reminded to keep doors locked.
25. **Essex Police 'The Reform Programme' Parish Councillors Briefing March 2011:** Members had been supplied with a copy of this. Noted by Members.
26. **Police Update/Open Question Time at MDC Clerks Forum 23rd March 2011:** Clerk had supplied members with a report from this meeting advising that as Councillors would have read in The Reform Programme (see Minute No.25) that there will have to be massive changes to the Essex Police Force in order to save £40million over 4 years. There will be reductions in numbers of officers and Chelmsford and Maldon are to be combined, with remaining officers taking on wider responsibilities. Clerk had advised that the local Police are very aware of the lack of their presence at meetings to up date Parish Councils and their aim is now to have a Police presence in each Parish every 6 months with a general report for the whole district to be supplied between their attendances at Parish Meetings. Neighbourhood Action Panel (NAPs) is being stopped and will be replaced by Neighbourhood Meetings. Members were advised that Clerks had requested that these would be more convenient for Councillors if they were at the same time as a Parish Council meeting and that much more notice (i.e. 6 – 8 weeks) is given so that these sessions for the public to talk to the Police can be publicised in Parish magazines etc. Noted by Members.
27. **DISTRICT COUNCILLOR'S REPORT:** a brief report which covered the zero increase in Council Tax, enforcement officers, the planning department and that it is likely that a 30mph speed limit will be implemented in Stow Maries. Mr Wakeling thanked both Mr. Archer and Mr Sears for their contributions over the past four years to the meetings.

OPEN SPACES

28. **Cowpiece Nature Reserve –** Mr Litscher updated Members regarding the works which are still ongoing at meeting. On completion inspection/risk assessment to be undertaken. Noted by members.

29. Playing Field

Inspection/risk rating will be carried out in April 2011. Costings to be obtained for works recommended by MDC Parks department.

Members had been reminded that at the last meeting the Council had been advised that two new panels have been installed on the Timberline equipment and that just one remains and now needs to be replaced at a cost £250 ex VAT. Members advised that a decision would be deferred until the inspection had taken place.

Removal of temporary gate/replacement fencing - fencing is in place, but gate still to be removed.

Signage into field – Clerk met with MDC Officer on 7th March 2011: he suggested new ‘no dog ‘ signs omitting fine element installed in more visible position. Plus new sign re closing gate, actually on gate. New signs needed re bye laws needed as originals had removed buy the VH Contractors and had been stored in the loft, but are now missing. Regarding an assembly point sign I have been advised to talk to the Health & Safety Officer at MDC for advice re its location.

Re the trench on playing field; Members were reminded that whilst this has now been filled in, it needs to be monitored – Parks department have suggested the Environmental Health Officer be consulted re the rabbit problem which is causing this, which Clerk has yet to do, but advised that this problem had been mentioned to the Pest Control Company employed by the VHMC who supplied a report which had been copied to all Members; Members were also supplied with details of another Council’s solution to the problem. Members advised that Caretaker be requested to fill in the trench.

Members had been supplied with copy letter from Pre School in response to the Parish Council’s letter regarding removal of the fencing around the younger children’s play equipment. Noted.

Members considered a request from a resident to hold an outdoor fitness class on the playing field. Members discussed and agreed that subject to receipt of the necessary insurance and risk assessment the playing field could be used for this activity and that there would no usage fee for the first month – the PC would then be interested to be given details of the numbers attending. After the first ‘free’ month the charge would be £10 per session.

Members had been advised that an invitation had been received to enter the Essex Best Kept Playing Field Competition for 2011 with an entry fee is £10. Members agreed. **ACTION: CLERK**

Fields In Trust /Queen Elizabeth II Fields Challenge 2012 as requested the Clerk had researched as requested and had supplied Members with further information. Clerk also advised that there had been a presentation on this at a recent Clerks Forum. Clerk had summarised as follows: this is essentially an initiative to celebrate both the Queen’s Jubilee and the Olympics, to protect for the future 2012 fields and facilities. If selected the outdoor space will have a legal deed of dedication, and would become a charitable trust and the Parish Council would become a trustee. No cost to the Parish Council except maybe the checking (legal aspects) of the deed of dedication, but the NALC may be able to help with this. There would be a bronze plaque for the site. PC will need to complete a nomination form to be considered, and then the site will be visited to see if it should be included, negotiation of the deed would then follow. There may be funding for improvements and long term protection of the sites from CITA (a land fill company), and Sport England, but there is not a CITA site near here so may not be eligible. In addition there is a proposal to “Have a Field Day” in 2012 – a cross between a village fayre and a school sports day – there will be packs and possibly funding towards this. Clerk was requested to complete a nomination form. **ACTION: CLERK**

Grass cutting – Clerk was requested to contact MDC **ACTION: CLERK**

30. Village Caretaker work – report for work to 30th March 2011:

Around the village hall and playground I have continued to inspect the area. I have collected litter and noted the state of the area including the equipment. The fencing around the young children’s play area, erected by the parents, has been damaged again by vandals: I have glued down the fabric on the play equipment.

I have painted the two small picnic tables, playground benches and St Stephens Road bench with preservative.

I have fitted tree guards in Cowpiece nature reserve.

I continue to inspect the triangle area and to remove any litter.

My general inspection of the verges around the village has indicated some fly-tipping around the Railway Bridge and St Stephens road.

PUBLIC RIGHTS OF WAY

31. **Footpaths Map:** Members were advised that Mr Hawes and the Clerk have checked through the draft map and it is going back for various changes and the insertion of the 'heritage walks' – plan to include short notes in copy section of 'historical' references from these walks. Sonia Svensson (now in Australia) has e-mailed photos of the village – which will be considered with those Sue Garnham has, to select the most appropriate to the footpaths map. Copy for the reverse will be written once it is ascertained the amount of space available after selection of photos. Mr Hawes has applied to P3 for half funding of this item – waiting to hear – unable to claim any of the 2011/10 P3 money. Noted.
32. **Bridleway along old railway line:** Members were advised that some works have been carried out, waiting confirmation regarding the remainder. Members had been supplied with letter received from resident regarding 'bottle diggers' along the bridleway. Mr Archer advised at the meeting that he had also received complaints from residents regarding this and that he would be contacting the landowner to discuss. Clerk to contact the PRoW. **ACTION: MR ARCHER/
CLERK**
33. **Poorhouse Wood:** Members advised that some rather high fencing has been installed. Clerk was requested to contact Stow Maries Parish Council to ascertain their views **ACTION: CLERK**

TRAINING/CONFERENCES/MEETINGS.

34. **ECC:** Members had been advised that the Passenger Transport Meeting would be on Tuesday 12th April 2011 at the Carmelite Room, Maldon

CORRESPONDENCE

35. **Dengie Hundred Group of Parish Councils:** minutes from January meeting had been supplied to Members. Noted.
36. **ECC letter dated 28th March 2011** Members had been supplied with copy letter re concessionary travel scheme. Noted
37. **E-mail from Cllr Peter Martin 16th March 2011** – Members had been supplied with copy e-mail calling for ideas. Noted
38. **RCCE e-mail dated 11th March 2011 Digital Switch Over.** Noted
39. **EALC:** Members were supplied with a copy of the BBC's response to 'Vicar of Dibley' complaint. Noted.
40. **Localism Bill** – Members were supplied with articles relating to this. Noted.
41. **VILLAGE PLAN:** Mrs Garnham updated Members and advised that draft questionnaires would be circulated shortly. Noted.
42. **VILLAGER OF THE YEAR:** Mrs Garnham outlined her idea. Members all agreed with the proposal to award this title on an annual basis, with an engraved shield recording the winner's name and year of award. Members agreed to a budget of £100 for the shield to include the first year's engraving. Members then discussed and agreed the recipient of the first year's title, to be presented at the Annual parish Meeting.
43. **ANY OTHER BUSINESS** (Members are reminded that no decisions may lawfully be made under this agenda item - however matters may be discussed which involve exchanges of information only.)
Members were given copies of information relating to the shortly to be launched Dengie Dart.
Mrs Gold advised that she had been appointed as a School Governor.
Re the Village Sign it was advised that this needs some renovation works. Clerk to approach Bakers of Danbury for a quote. **ACTION: CLERK**

DATES OF FUTURE MEETINGS

Scheduled or provisionally scheduled for 2011: Wednesday 11th May AGM/first meeting for new Council;
1st June, 6th July, 7th September, 5th October, 2nd November, 7th December

Annual Parish Meeting was agreed for Monday 9th May 2011.

Mr Wakeling formally thanked all the Councillors for all their contribution over the past four years, especially Mrs Gold and Mrs McDonald who have decided not to stand for re-election

Chairman.....

Date.....