

COLD NORTON PARISH COUNCIL

ORDINARY MEETING OF THE PARISH COUNCIL HELD ON TUESDAY 11th May 2011, in The Norton Room of the Village Hall – commencing immediately after the Annual General Meeting

Due to the absence of Mr. Wakeling, Chairman of the PC, and as the position of Vice Chairman has not yet been made, Mrs Garnham proposed Prof Barclay chair this meeting, this was seconded by Mr Litscher. There were no further nominations and Prof Barclay was elected unanimously to Chair this meeting.

53. **APOLOGIES FOR ABSENCE** had been received from Mr. Archer Mr. Wakeling. The attendance list is the same as for the Annual General Meeting.
54. **MINUTES OF THE ORDINARY MEETING of the Parish Council** held on Wednesday 6th April 2011 were approved as correct and signed accordingly.
55. **DECLARATIONS OF INTEREST:** Professor Barclay declared an interest in the planning application WTPO/MAL/11/00346 Pendragon, 12 St. Stephens Road and Mrs Garnham declared an interest in the agenda item relating to allotments – as the meeting was only just quorate, Professor Barclay and Mrs Garnham would be unable to participate in the two agenda items, these were deferred to the next meeting.

FINANCE

Approval of Payments

56. Dave Bull general village caretaker work Invoice No.15 dated 07.05.11 £108.75 Cheque No.976
57. Maria Dyer office expenses £22.88 Cheque No.977.
58. E-on Energy Street lighting for March 2011 Invoice No. HACCF897A dated 03.04.11 £38.54 (£36.70 net) taken by direct debit on 13.04.11
59. Essex & Suffolk Water for water at the allotments from 01.04.11 to 30.09.11 Invoice No.003 dated 06.04.11 £21.42 (£17.85) Cheque No.978
60. Maldon District Council to contribution towards Parish Clerk Forums 3 @ £5 each, Invoice No.COL58666465 dates 13.04.11 £15 Cheque No.979.
61. Mrs Sue Garnham to presentation shield plus engraving ref order no.44935 dated 18.04.11 £62.94 Cheque No.980.
62. Essex Playing Fields Association to entry fee for 'Best Kept Playing Fields' Competition 2011 as agreed at April 2011 meeting £10 Cheque No.981.
63. Edward Dyer to delivery of APM 2011 notices to all homes in the Parish (except 13 on outlying edges which were posted) £38 Cheque No. 982.
64. Cold Norton Parochial Church Council donation for providing refreshments at Annual parish Meeting on 9th May 2011 £25. Cheque No. 983.
65. AON Limited Policy No 11/AC/00005772/06 dated 11.04.11 £967.79 Cheque No.984. At the meeting the values of assets were considered – Clerk to notify the insurance company accordingly.
ACTION: CLERK
66. Essex Playing Fields Association annual subscription to March 2012 £25 Cheque No. 985
67. E-on Energy Street lighting for April 2011 Invoice No. HBO1E41C3 dated 07.05.11 £345.97 (£43.78 net) will be taken by direct debit on 17.0511

68. Financial Statement

Current balances:

Standard Life 10 Day Notice as at 17 th March 2011	£	547.46
Santander as at 2 nd May 2011	£	<u>42,709.52</u>
	£	43,256.98

69. **Maldon District Council:** Members were advised that precept had been paid directly into the PC account – hence increased amount in Santander account.

PLANNING

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

WTPO/MAL/11/00120 Cold Norton

TPO 15/96. T54 Horse Chestnut Tree - Pollard beyond previous cuts to good growth points
Four Corners 10 St Stephens Road Cold Norton Essex
(UPRN - 100090555798)
Mr Russell Fuller **APPROVED**

FUL/MAL/11/00061 Cold Norton

Erection of 3no. two bedroom & 2no. three bedroom residential dwellings and single storey rear extension to existing public house
The Norton 54 Latchingdon Road Cold Norton Essex
(UPRN - 100091446524)
Norton Heights Ltd **REFUSED**

71. **Planning Applications received by the Parish Council:** the following were considered and responses were as indicated:

WTPO/MAL/11/00259 PP-01432201 Elber, 28 St. Stephens Road, Cold Norton. TPO15/96 (T4 on plan) Oak – fell to ground level and treat the stump with an appropriate herbicide Alleged tree related subsidence. Week No.14 dated 8th April 2011:

With regards to this application Cold Norton Parish Council will be guided by the findings and opinion of Maldon District Council's Tree Officer. However, if the Tree Officer comes to the decision that the tree should be felled, the Councillors would like to see a suitable replacement tree planted on the site.

LDP/MALI/00205 1 Victoria Road, Cold Norton. Formation of 2 new small dormers to the rear elevation of the detached single dwelling. Week No.14 dated 8th April 2011. For information only Councillors were not required to respond. Noted.

HOUSE/MAL/11/00297 Homestead, Latchingdon Road, Cold Norton. Porch to front of property. Week No.17 dated 28th April 2011:

Cold Norton Parish Council has NO OBJECTIONS to the works proposed within the above application.

WTPO/MAL/11/00346 Pendragon, 12 St Stephens Road, Cold Norton. T1 Oak remove. Week No.18 dated 6th May 2011. Per Minute No.55 above this planning application was deferred to the next meeting.

72. **ECC Notification of Appeal by Mr Poulter, Car Breakers Yard, North Fambridge.** Members had been supplied with details and advised that the close date for any further comments was 19th May 2011. Noted by Members, but it was agreed that there were no further comments that the Parish Council wished to make in relation to this application.
73. **The Norton:** nothing to report

HIGHWAYS AND ROAD SAFETY

74. **Highways Schedule:** no changes to report from previous month. Clerk was advised that the street light above the Zebra crossing was not working. Clerk to notify ECC Highways.

ACTION: CLERK

VILLAGE HALL

75. **Report from Parish Council Representatives:** It was noted with concern that the VHMC is now without both a Chairman and Secretary. It was agreed that both Professor Barclay and Mrs Garnham would attend the next VHMC meeting scheduled for Wednesday 25th May 2011.

**ACTION: PROF BARCLAY/
MRS GARNHAM**

76. **Fire Risk Assessment:** Members had all been supplied with a copy of the Fire Risk Assessment carried out in September 2010 for the hall. Professor Barclay to review and report back at the next Parish Council meeting.

ACTION: PROF BARCLAY

77. **Village Hall Project:** Members were advised that Land Registry had amended paperwork reference Plot 207 and that Mr Wakeling had forwarded a copy to the Big Lottery. Noted. Members were advised that the Inspection with Project Manager and Contractor took place on 4th May 2011 and that Mr Wakeling would report back to Parish Council at the next meeting. Noted.
78. **VANDALISM/POLICE MATTERS:** Mr Litscher advised that the green traffic light from the set at the bridge had been stolen on the previous Sunday, but that Mr Archer had already reported it to ECC Highways. Noted.
79. **DISTRICT COUNCILLOR'S REPORT:** not available.

OPEN SPACES

80. **Cowpiece Nature Reserve:** Mr Litscher advised that work is progressing, but requested that the Village Caretaker be asked to assist. **ACTION: CLERK**
81. **Playing Field**
- Inspection/risk rating was carried out in April 2011 – awaiting report. Costings to be obtained for works recommended by MDC Parks department.
- Timberline equipment re the last panel – condition being monitored/awaiting result of inspection.
- Removal of temporary gate/replacement fencing - fencing is in place, but gate still to be removed.
- Signage into field – work in progress per meeting with MDC Officer in March 2011
- Re the trench on playing field – Village caretaker to monitor and fill in as appropriate.
- Outdoor fitness class on the playing field – PC decision passed to instructor, awaiting response/date to commence.
- Fields In Trust /Queen Elizabeth II Fields Challenge 2012 – paperwork to be completed.
- Members had been supplied with copy of request from Pre School to hold a summer camp out for two nights in the summer. Members agreed subject to conditions. **ACTION: CLERK**
- Members were advised that Pre School have requested permission to hold their annual BBQ on Saturday 10th September 2011 but this year to run until 6pm. Members agreed that Pre School may have an extended event this year, but the request regarding a dog display on the field was deferred to the next meeting. Members were reminded that there is a Bye Law prohibiting dogs on the playing field. Members requested Clerk ascertain if Pre School are planning to have pony rides this year as it is not included in the list of events in the Pre School letter of 8th May 2011. **ACTION: CLERK**
- 82, **Village Caretaker work** – report for work to 7th May 2011:
- Around the village hall and playground I have continued to inspect and remove litter. My inspection on Friday 6th found the car park wheelie bin stuffed to overflowing with rubbish bags stacked all round and on top of the bin.
- The fabric covered areas of the children's play equipment has deteriorated badly over the holiday period and I would strongly recommend that they be replaced with decking by the manufacturer.
- The fence panels around the playground have again been damaged. I was unable to find the missing parts
- My general inspection of the verges around the village has found some fly-tipping in St. Stephens Road and in the entrance of Cowpiece Nature reserve.
- In the Cow Piece Nature Reserve I continue to inspect, keep pathways clear and remove litter. The new bench seats in the reserve have started to crack in the very dry weather. I shall apply preservative on my next visit.

Members noted the recommendation from the Caretaker regarding the fabric panel on the Timberline play equipment.

83. **Allotments:** per minute No.55 above this item was deferred to the next meeting.

84. **Village Sign:** quotes to be obtained for renovation works

PUBLIC RIGHTS OF WAY

85. **Footpaths Map:** Members were advised that the Map is in process of having changes made and that Mrs Sonia Svensson has supplied a disc with her village photos; Clerk to write some copy relating to the 'heritage walks' which are being incorporated into the map. Members were advised that the ECC P3 Officer wouldn't let us invoice the map drawing cost to last year's grant, so Mr Hawes is applying for an increase to the 2011/12 grant, but that the Clerk will probably need to meet with the P3 Officer. Mrs Garnham to supply photos for possible use. Members were advised that Maldon Printing has very kindly agreed to hold prices from their November 2009 quote. Noted.

86. **Bridleway along old railway line:** Members were advised that update re works still awaited. Mr Archer to advise re his conversations with the land owner regarding the 'bottle diggers'

87. **EMERGENCY PLANNING/PROCEDURES:** nothing to report

TRAINING/CONFERENCES/MEETINGS.

88. **EALC:** Members were supplied with titles of courses available. Noted

CORRESPONDENCE

89. **ECC School Organisation & Planning e-mail received 11th April 2011:** Copy had been supplied to Members, who advised that they do wish to be kept informed re progress of schools applying for academy status.
ACTION: CLERK

90. **Passenger Transport Representatives Meeting:** Copy of minutes from meeting held on 12th April 2011 had been supplied to all Members. Noted.

91. **RCCE email received 4th May 2011 re Village Life Magazine.** Members decided that the Parish Council did not wish to take up this opportunity, but that information should be passed to Mrs Guppy, Chairman of The Norton Community Pub Committee, as this may be of interest.
ACTION: CLERK

92. **Maldon District Council – emails of 21st and 26th April 2011:** Members were supplied with information from MDC regarding unauthorised access to private land by the travelling community. Noted.

93. **VILLAGE PLAN:** Mrs Garnham advised that the next working party meeting was scheduled for 31st May 2011, that comments received re the draft questionnaire would be considered/incorporated and that it was hoped that questionnaires would be available for distribution late June/July

94. **VILLAGER OF THE YEAR:** it was agreed that this should be included on the December 2011 agenda.
ACTION: CLERK

95. **QUEENS JUBILEE 2012:** Mrs Garnham advised the dates for this, namely 2nd, 3rd and 4th June and requested Parish Council support for a village celebration of the 2012 Jubilee along the lines of the events of the 2002 Jubilee, including lighting the Beacon, photo event, village history, beating of the bounds, village Olympics, village picnic and recording a year in the life of each of the various organisations in the village. The Councillors agreed that this was an excellent idea, so Mrs Garnham advised that outline plans would be communicated in the June edition of The Beacon to generate support and further ideas. **ACTION: MRS GARNHAM**
96. **VACANCIES ON THE PARISH COUNCIL:** Clerk was requested to 'advertise' for interested parties to express an interest.
97. **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.)
No items were raised.

DATES OF FUTURE MEETINGS

At this meeting the date of the June meeting was not confirmed. Following consultation with all Councillors it was subsequently agreed as Monday 6th June 2011. Other dates provisionally scheduled for 2011: Wednesday 6th July, 7th September, 5th October, 2nd November and 7th December.

Chairman.....

Date.....