

COLD NORTON PARISH COUNCIL

MINUTES OF THE MONTHLY MEETING OF THE PARISH COUNCIL HELD ON WEDNESDAY 11TH JANUARY 2012 IN THE NORTON ROOM OF THE VILLAGE HALL

THOSE PRESENT:

Councillors:

Professor L Barclay (Vice Chairman)
Mr C Litscher
Mrs V. Jennings
Mr S Rivers

In attendance: Cllr Mrs P Channer
Cllr M Edwards (Highways Panel) – for part of meeting
Mrs M. Dyer (Parish Clerk)

The meeting was chaired by Professor Barclay.

- 415. APOLOGIES FOR ABSENCE:** apologies were received and accepted from Parish Councillors Mr P Wakeling (Chairman), Mr J. Archer and Mrs S. Garnham, also District Councillor Ms S White.
- 416. DECLARATION OF INTERESTS:** Members were required to declare any personal or prejudicial interests they know they may have in items of business on the meeting's agenda. They were reminded that they will need to repeat their declaration at the appropriate point in the meeting and leave the room if the interest is a prejudicial one. Unforeseen interests must be declared similarly at the appropriate time.
- None were declared at this point.
- 417. MINUTES OF THE ORDINARY MEETING of the Parish Council** held on Wednesday 7th December 2011 were approved as correct and signed accordingly.

HIGHWAYS AND ROAD SAFETY

- 418. Highways Schedule:** nothing to report
- 419. Local Highways Panel:** Cllr Michael Edwards, the representative for the panel Cold Norton is part of, attended this meeting and gave an update on the work of the panel. Current matters of concern were discussed; Clerk to confirm these in writing to Cllr Edwards to bring up at the next Panel meeting scheduled for 13th January 2012.
ACTION: CLERK

FINANCE

Approval of Payments

- 420.** Mr R. Wiseman to village caretaker work 1st December to 31st December 2012 £141.75 Cheque No.1050
- 421.** E-on Energy Street lighting for November 2011 Invoice No. HC5416CE6 dated 03.12.11 £45.97 (£43.78 net) taken by direct debit on 13.12.11
- 422.** Maldon District Council to Grass Cutting (November/December 2011) Invoice No.COL58767656 dated 22.12.11 £13.50 (£11.25 net) Cheque No.1051
- 423.** Essex Digital Copiers to repair to photocopier. Invoice No.30043 dated 14.12.11 £60 (£50 net) Cheque No.1052
- 424.** HM Revenue & Customs to TAX/NI to 5th January 2012 £30.93 Cheque No.1053
- 425.** Maria Dyer office expenses £28.37 Cheque No.1054
- 426.** VHMC to hire of The Norton Room for November and December 2011 PC meetings and for one Neighbourhood Police meeting (December 2011) 5 hours @ £5 £25 Cheque No.1055
- 427.** David Norton t/a Norplan to village map for footpath map Invoice No.120101 dated 11.01.12 £380 Cheque No.1056

428. Financial Statement

Current balances:

| | | |
|---|----------|-------------------------|
| Standard Life 10 Day Notice as at 17th Dec 2011 | £ | 552.16 |
| Santander as at 2nd January 2012 | £ | <u>28,641.99</u> |
| | £ | 29,194.15 |

- 429. Precept for 2012/13:** Members had been supplied with revised figures/amendments as requested and also Information from EALC re rises in Council Tax. Members then considered these figures and whether provision needed to be made in the calculations in relation to the proposed Queens Jubilee activities, a commemorative Jubilee item for the Children in the village and the bicycle rack agreed to be installed at the village hall. All Members agreed to the proposal made by Professor Barclay that all children resident in the Parish, who are either at school or younger be presented with a commemorative Jubilee mug – budget of £600 agreed (planned reserve for 2012/13 to be reduced by this amount) any surplus mugs would be sold at village events, but that no specific funds to be allocated to Jubilee celebrations; £500 to be earmarked from capital funds for the purchase and installation of a bicycle rack. Therefore no change to the overall precept figure calculated. Members agreed that the precept figure for 2012/13 should be £21,560 – a £60 increase over the figure for 2011/12.
ACTION: CLERK

PLANNING

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

RES/MAL/11/00832 Bardwells Yard, Latchingdon Road, Cold Norton. Demolition of existing industrial units and erection of ten 3, 4 and 5 bedroom dwellings and associated parking. (Submission of reserved matters following Outline Planning permission OUT/MAL/09/00512) Week No.48 dated 2nd December 2011.

FUL/MAL/11/01080 Bardwells yard, Latchingdon Road. Variation to condition 1 of approved application OUT/MAL/09/00512 (Demolition of existing industrial units and erection of ten 3, 4 and 5 bedroom dwellings and associated parking) for minor amendments to the layout, dwelling design and window variations Week No.50 dated 16th December 2012:

The Parish Councillors decided to consider these two applications together.

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

However, the Parish Councillors wanted the following remark to be passed to MDC Planning Department/recorded: that the Councillors all agreed that the second set of plans were an improvement on those submitted under the reference MAL/11/00832.

FUL/MAL/11/00970 PP1690695 Barn Farm, Lower Burnham Road. Change of use of part of an agricultural building to B8 storage and distribution:

Cold Norton Parish Council has NO OBJECTIONS to the B8 storage element of the above application, but has CONCERNS in relation to the distribution elements of the application for two reasons:

- The hours of operation/opening for distribution is stated in section 20 of the application as being 24 hours Monday to Friday – therefore implying night time usage of the site and night time distribution movements
- Traffic safety issues regarding vehicles exiting from the site and its proximity to a 'corner' of the main road especially at 'rush' hour times

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

FUL/MAL/11/00630 Cold Norton

Erection of 5no. two bedroom residential dwellings and single storey rear extension to existing public house, as well as new access.

The Norton 54 Latchingdon Road Cold Norton Essex
(UPRN - 100091446524)

Norton Heights Ltd

APPROVED

HOUSE/MAL/11/00769 Cold Norton
Proposed extensions and alterations
South View Station Road Cold Norton Essex
(UPRN - 200000918313)
Simon & Marti Scott-Lee **APPROVED**

- 432. Housing Growth Scenarios for the Heart of Essex** (for the Brentwood, Chelmsford and Maldon Districts): Parish Councillors Professor Barclay, Mr Archer and Mr Rivers attended this and gave a brief report: the topic of the meeting was the development of homes which will be required up to 2033. The estimated number of homes advised by the company making the presentation was a much increased figure over the number previously considered necessary. Where these additional homes will go was also considered and it was pointed out that Maldon is quite unique as it has water on three sides and therefore there is a real need to be mindful of the environment and that local councils need to support this unique position and voice any concerns. Professor Barclay then said that Cold Norton Parish Council will be able to use the recent village survey to support or oppose any future developments in Cold Norton.
- 433. Parish & Town Council Planning Workshops (January and February):** Professor Barclay and Mr Litscher advised they were available to attend the session on 2nd February 2012.
**ACTION: PROF BARCLAY/
MR LITSCHER**
- 434. Neighbourhood Planning Training Session at RCCE** (Saturday 4th February 2011): no one to attend this as two members scheduled to attend the sponsored EALC/CPRE training sessions.

VILLAGE HALL

- 435. Report from Parish Council Representatives:** Professor Barclay advised that the last VHMC meeting had taken place on 9th January 2012, reporting that:
- Finances were okay
 - Unauthorised parking continued to be a problem
 - VHMC was in favour of a cycle rack (Clerk to now also obtain prices for a concrete base)
ACTION: CLERK
 - There is an open meeting for all village residents on Monday 6th February 2012 to discuss Jubilee Events.
 - A complaint had been received regarding VH users parking on a private road (Cherry Blossom Lane) (Clerk was requested to check the status of this road)
ACTION: CLERK
 - The request for a recycle bin for textiles was not opposed by the VHMC. Meeting was then closed to discuss elements of the bin and possible location with Mrs Wiseman. Meeting then reopened.
- 436. Village Hall Project:** Members had been supplied with details of change to WPP Architects. Noted by Members.
- 437. Parking at Village Hall:** Clerk presented costs/outline copy for the following signs: car park at VH signs, a general sign for the playground/playing field, caution sign for inclement weather for VH car park and water warning sign for Cowpiece. Following discussion it was agreed that two parking signs were required at the VH – one mounted on a 6ft post and one wall mounted – £700 was agreed for the production and installation of these five signs and that Professor Barclay and the Clerk liaise re wording/approval of artwork etc.
**ACTION: PROF BARCLAY/
CLERK**
- 438. VANDALISM/POLICE MATTERS:** Members had been advised that the next Neighbourhood Meeting (formerly called NAP meeting) would be on Tuesday 24th January 2012 in Purleigh from 7-9pm. Members to e-mail Clerk if available.
ACTION: ALL CLLRS
- 439. DISTRICT COUNCILLOR'S REPORT:** not available

OPEN SPACES

440. **Cowpiece Nature Reserve:** cost for production/installation of 'Beware Deep Water' had been agreed – see minute No.437 above
ACTION: CLERK
441. **Playing Field:** Members had been advised that: the Youth football team had started using the field; that Pre School had been awarded a grant from Essex Environmental Trust, but that the Parish Council would have to enter into the agreement as owner of the hall/field. Members had been supplied with copies of paperwork from EET and copies of e-mails/letters between the Clerk and Pre School. The meeting was then closed to allow Mrs Wiseman to update Members on the current situation regarding the outdoor space that Pre School have been fund raising for/applying for grants. Members agreed that the PC would enter into the agreement and that the Clerk should sign the paperwork accordingly.
ACTION: CLERK
- Costs for production/installation of a general sign for VH/Playing Field and a portable caution sign (slippery surface) had been agreed – see minute No.437
ACTION: CLERK
442. **Village Caretaker work:** Members were advised that Mr Wiseman was continuing to carry out this work and had been supplied with details of the jobs undertaken, including the school hedge – this matter was discussed and it was agreed that the Clerk request that the School arrange for the remainder of the hedge be trimmed back to the correct siding back point as it is encroaching onto the footway/affecting the traffic sight line.
ACTION: CLERK
- With reference to trees on the playing field brought to attention by Mr Wiseman, Clerk advised that quotes would be obtained for a tree survey to be undertaken to gauge the level of work required.
ACTION: CLERK
443. **Allotments:** Work in progress re agreement etc.
444. **Village Sign** – work in progress
445. **The Beacon:** Members were advised that MDC are unable to move this for us but had advised recommended contractors who would be able to carry out the work – one estimate of £500 advised to Clerk, second price awaited.
ACTION: CLERK

PUBLIC RIGHTS OF WAY

446. **Footpaths Map:** Clerk presented layout of non-map element of map and updated Members. Members advised general approval, but it was agreed when final artwork/copy is ready that Mr. Wakeling as the PC footpaths representative should be consulted for approval.
ACTION: CLERK
447. **EMERGENCY PLANNING/PROCEDURES:** Members were advised that there are two training sessions in March which Mrs. Garnham and the Clerk will attend. Noted.
ACTION: MRS GARNHAM/CLERK

TRAINING/CONFERENCES/MEETINGS.

448. **Maldon District Council Schedule of Meetings 2012/13:** Members had been supplied with details. Noted.
449. **Dengie Hundred Group of Parish Councils:** Members had been advised that the next quarterly meeting would be on Wednesday 25th January 2012 in Purleigh. Members were advised that Mr. Rivers and Clerk plan to attend.
ACTION: MR RIVERS/CLERK

CORRESPONDENCE

- 450. **Southminster Post Office:** Members had been supplied with details of the new service/location/extended opening times for this Post Office which includes Saturday and Sunday opening. Noted by Members.

- 451. **QUEENS JUBILEE 2012:** Members were reminded that there is an open meeting on Monday 6th February 2012 at 8pm in the Village Hall. Noted by Members.

- 452. **THE NORTON:** nothing to report

- 453. **DENGIE LOCAL TRANSPORT NEEDS:** Members had been supplied with notes from the meeting held on 8th December 2011 and summary report re consultation. Professor Barclay advised that it is likely that D1 and D2 to Maldon will continue, but that the D5 will probably cease, however the DRT service may be extended to South Woodham Ferrers. Due to timings of meetings it had not been possible to discuss PC support for this extension to the DRT service to compensate for the potential loss of a service to South Woodham Ferrers from Cold Norton, but Professor Barclay advised that as an individual he had written to request that this extension is considered. Professor Barclay also advised that tenders would be going out shortly, current tenders run until September 2012 then the new services would start. Noted by Members.

- 454. **VILLAGE SURVEY:** Members were advised that this is at 2nd draft stage and that the survey can be uploaded to the web site as a single pdf i.e. like the minutes and reports are at present for £25 plus VAT. Alternative is that a new set of pages are created just for the appraisal, linking them in on the Parish Council page which would mean one page per section plus the cover and map, but would look better than a just pdf file. Cost is subject to final number of sections, but, based on 5 sections plus cover and map would be £100 plus VAT. No decision made at this point.

- 455. **SALT BAG SCHEME:** Members were advised that Mr Litscher had distributed paperwork and all volunteers had completed risk assessments. Clerk to send letter of thanks to all volunteers.
ACTION: CLERK

- 456. **COLD NORTON SHIELD/VILLAGER OF THE YEAR:** it was agreed that nominations would be invited from village residents through The Beacon Magazine and posters on the notice boards, for consideration at the March Parish Council Meeting.

- 457. **MATTERS TO REPORT** (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.)

Clerk advised that re a Broadband Presentation (reference minute No.409 December 2011 meeting) this would be about half an hour long depending on discussion/number of questions raised. It was noted that as broadband is on the agenda for the Parish & Town Council Planning Workshops (see minute No.433 above) that a presentation should not be booked for the time being.

County Cllr Mrs Channer then kindly gave Members a report on County Council matters, updating Members on the Gypsy/Traveller situation, Dengie Transport and CC Budgets.

DATES OF FUTURE MEETINGS

Scheduled or provisionally scheduled for 2012: Wednesdays: 8th February, 7th March, 4th April, 2nd May, 6th June, 4th July, 5th September, 3rd October, 7th November, 5th December.

There being no further business the meeting was closed at 9.45pm

Chairman.....

Date.....