

COLD NORTON PARISH COUNCIL

MINUTES OF THE MONTHLY MEETING OF THE PARISH COUNCIL HELD ON WEDNESDAY 1ST April 2015 IN THE NORTON ROOM OF THE VILLAGE HALL

THOSE PRESENT:

Councillors:

Professor L Barclay (Vice Chairman)
Mrs S Garnham
Mrs V Jennings
Mr S Rivers (Chairman)
Mr P Wakeling

In attendance: Mrs M. Dyer (Parish Clerk)

1. **APOLOGIES FOR ABSENCE:** apologies were received and accepted from Cllrs Archer and Litscher and County Cllr Mrs Channer and District Cllr Ms White
2. **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 would need to repeat their declaration at the appropriate point in the meeting and leave the room if the interest was a prejudicial one. Unforeseen interests must be declared similarly at the appropriate time. Members have dispensation to discuss and vote in respect of matters relating to the Precept.

Mrs Garnham declared an interest in Allotments as she is an allotment holder
3. **MINUTES OF ORDINARY MEETING of the Parish Council** held on Wednesday 4th March 2015 were approved as correct and signed accordingly.
4. **DISTRICT COUNCILLOR'S REPORT:** not available
5. **COUNTY COUNCILLOR REPORT:** not available

FINANCE

Approval of Payments

6. Roy Wiseman to village caretaker work between 2nd and 23rd March £37.50. Cheque No.1369
7. Sue Lees Consultancy to maintenance fee for April 2014 Invoice No.0002003 dated 8th March 2015 £30.00. Cheque No. 1370
8. E-on to electricity for street lights February 2015 Invoice No.H1127FC89A dated 1st March 2015 £42.32 (£40.30 net) taken by direct debit on 11th March 2015
9. Maria Dyer office expenses – will be presented at next meeting
10. Maldon District Council to grounds maintenance 1st October to 31st December 2014 Invoice No.COL58772802 dated 6th March 2015 £269.30 (£224.42 net). Cheque No.1371
11. EALC to one place at Police Partnership Conference 25th March 2015 for Stewart Rivers. Invoice No.5439 dated 11th March 2015 £20.00. Cheque No.1372
12. Essex Digital Copiers to supply of one toner cartridge for photocopier Invoice No.35815 dated 25th March 2015 £30.00 (£25.00 net). Cheque No.1373
13. Haynes & Smith to Toilet and St Stephens Room renovation works part invoice No.IN115 dated 12th March 2015 £7,500.00 (£6,250.00 net). Cheque No.1374
14. RG Installations to supply and installation of solar panels at Village Hall Invoice No.1467 dated 27th March 2015 £15,055.01 (£14,338.10 net). Cheque No.1375

15. Cold Norton Parochial Church Council: to provision of refreshments at the Annual Parish Council Meeting on 24th March 2015 £25.00. Cheque No.1376
16. Holly and Thomas Hann to delivery of the APM notices to all homes in the village (except 15 on outskirts of village which were posted out) £38.00. Cheques Nos.1377 and 1378 (£19 each)
17. Essex Wildlife Trust to Membership Renewal £40. Cheque No.1379
18. Cold Norton Village Hall Management Committee to use of The Norton Meeting Room for PC meetings January to March 2015 6 hours @ £6 per hour. Invoice dated 31st March 2015 £36.

19. **Financial Statement**

Current balances:

| | | |
|---|----------|-------------------------|
| Barclays 10 Day Notice as at 10th April 2014* | £ | 564.24 |
| Santander as at 2nd March 2015 | £ | <u>24,313.99</u> |
| | £ | 24,878.23 |

* **Barclays now only send a statement when there has been movement to the account**

20. **PWLB:** Members had been advised that the loan had now been drawn down. Noted
21. **Grounds Maintenance Contract Renewal:** Members had been supplied with letter from MDC. It was agreed to renew the contract for a further year, but quotes should be obtained in September 2015 for the year commencing April 2016. **ACTION: CLERK**
22. **Street Lighting: E-on change to contract rates on 1st May 2015:** Members had been supplied with copy letter advising increase. It was agreed that Clerk should investigate costs from other providers. **ACTION: CLERK**
23. **The Dengie Project Trust:** Members had been supplied with copy letter requesting financial support for the 'Burnham One Place Tourist Information Centre'. Members considered, but as funds are committed for 2015/16 agreed that the PC is unable to assist. **ACTION: CLERK**

PLANNING

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

WTPO/MAL/15/00134 PP-03987089 7 St Stephens Road. TPO 15/96 T4 (T1 on application) Oak – Reduce crown by up to 2 meters in all aspects to prevent encroachment on the highway and on the dwelling house. Week No.11 dated 13th March 2015:

The Parish Council has NO OBJECTIONS to these works.

HOUSE/MAL/15/00069PP-03927298 34 The Fairways. Proposed single storey rear extension. Week No.11 dated 13th March 2015:

The Parish Council has NO OBJECTIONS to these works.

For information only: PDE/MAL/15/00216 33 Latchingdon Road. Proposed single storey rear extension which would extend beyond the rear wall of the original house by 5.515m, height to the eaves would be 3m and the maximum height would be 3.91m.

HOUSE/MAL/15/00044 South View, Station Road. Extensions and alterations to existing dwelling. Week No.9 dated 27th February 2015. (This application had been b/fwd from the March 2015 meeting [Minute 715 refers] as MDC had now clarified the plans/layout for the Members to consider).

This property is outside the village development boundary, and the Parish Council would normally object, but whilst the orientation of the property is completely changing, the proposed 'extensions and alterations' do not appear to increase the mass of the property. The supporting information was indistinct and plans were not clear and required an explanation via MDC Planning Department. This is a substantial construction, but as it is not significantly altering in overall size, the Parish Council is NOT OBJECTING to the proposed works.

25. **Maldon District Council Decisions:** not available, will be supplied at next meeting.
26. **Local Development Plan:** Members were reminded that the Inspector's report is expected in May (after the elections). Noted.
27. **Klenya, Latchingdon Road, Cold Norton - boundary fence:** Clerk had been advised by the Enforcement Officer that, as planting had not worked, the Enforcement Officer had written to advise the resident that Planning Permission is required. Noted
28. **Hillsborough 42 Latchingdon Road - unauthorised outbuilding and access:** Clerk had been advised by the Enforcement Officer that no action appeared to have been taken, but that this would be followed up. Noted.
29. **MDC Community Infrastructure Levy Charging Schedule:** Members were reminded that the CIL Examination Hearings are unlikely to commence before summer 2015, due to link with LDP. Noted
30. **Affordable Housing:** held in abeyance pending LDP. Noted
31. **AGR/MAL/14/00210 Land at corner of St Stephens Road and Fambridge Road:** Members had been supplied with a copy of the appellant's letter to Inspectorate commenting on the letter submitted by the Parish Council. Noted.
32. **Vehicle Accesses along St Stephens Road:** Members had been supplied with copy email from ECC advising that ECC has no record of these crossings and that the landowners would be contacted. Clerk to follow up. **ACTION: CLERK**
33. **Blue Hoarding – Old Fire Station site:** Clerk was requested to write to the owners to request that the new fencing is painted. **ACTION: CLERK**
34. **Tree at Allotment:** Members were advised that the third quote was still awaited. It was agreed that Clerk be authorised to place an order for half the costs of these works with the contractor submitting the cheapest quote (MOAT Housing would be covering the other half). **ACTION: CLERK**
35. **MDC Planning Training Event:** Members had been advised date as 8th April at Goldhanger VH 10am to 2.30pm. No Cllrs available to attend with the Clerk. **ACTION: CLERK**
36. **Land adjacent to Cowpiece:** condition reported to MDC. Cllr Archer had been following up. Clerk to ascertain situation. **ACTION: CLERK**

Other Enforcement Matters: Clerk had been advised by the Enforcement Officer:

37. **14 Green Trees Avenue:** this property had been reported re untidy state – investigation in hand. Noted
38. **Cherry Blossom Lane – installation of gate by playing field:** this had been looked into, but the case had been closed, to be clarified re location investigated. **ACTION: CLERK**
39. **Highbury Manor:** owner had submitted a planning application, but it had not been validated, therefore returned to applicant for resubmission. Noted.
40. **Planning:** It was agreed that the Parish Council's Planning Policy be reviewed at a future meeting. **ACTION: CLERK**

HIGHWAYS AND ROAD SAFETY

41. **Various issues with ECC for action:** Clerk following up **ACTION: CLERK**
42. **Cutting back from bridge to County Produce:** nothing to report
43. **Local Highways Panel:** Highways Pilot Enforcement Project Maldon District – update dated 13th March 2015 had been supplied to Members. Noted.

VILLAGE HALL

44. **Report from Village Hall Representative:** Members were advised that the number of committee members was decreasing; that hire rates would be increasing by 5%; that the VHMC AGM would be in May combined with an open invitation to residents to view the hall since the toilet renovations and meet/sign up to join the existing clubs etc. running at the hall. All clubs/organisations were being invited to have a 'stall' at this event.
45. **Lunch Club for Elderly Residents:** Members were advised that this continues to be popular and that 23 were expected for the lunch scheduled for 2nd April 2015.
46. **Parking at Village Hall:** nothing to report
47. **Defibrillator:** Members were advised that this had now been delivered, but that a housing unit is required.
48. **Essex Boys & Girls Club:** nothing to report
49. **Solar panels:** now installed, noted.
50. **Toilets – renovation works:** Members were advised that works had been completed and that snagging issues were in hand. Noted.

POLICE MATTERS/ANTI-SOCIAL BEHAVIOUR

51. **Southminster Neighbouring Policing Newsletter 'Let's Work Together':** had been supplied to Members. Noted.
52. **Street Meets:** Members had been advised that the next 'meet' had been set for Tuesday 14th April 2015 11am to 12 noon. Noted
53. **Parking in St Stephens Road:** nothing to report; Clerk following up suggested options
ACTION: CLERK

OPEN SPACE

54. **Cowpiece Nature Reserve:** nothing to report
55. **Playing Field:** Members were advised the Independent Playground Inspection 2015 would take place in April. Noted

Pre School BBQ and camp out: Members had agreed at the last meeting that this could proceed, but that no cars/camper vans would be allowed on the field for the camp-out. Members were advised that a further request had been received from Pre School for the Members to reconsider the 'no cars/camper vans' ruling; Members were all in agreement that the ban on vehicles for the camp-out should remain. Clerk to advise Pres School accordingly
ACTION: CLERK
56. **Village Caretaker work:** Mr Wiseman continued to carry out this work i.e. regular litter picks and safety checks at the playing field. Noted
57. **Allotments:** Members had been advised that the Clerk was awaiting a response from Village Caretaker to see if he can undertake the clearance work. Members agreed that if this was not possible that the Clerk be authorised to hire a skip to facilitate removal of non-recyclable materials.
ACTION: CLERK
58. **Watercourse Mapping Project:** awaiting report from ECC. Noted.

PUBLIC RIGHTS OF WAY

- 59. **Footpaths Map** – nothing to report.
- 60. **Footpath 28 Proposed Reduction in Width:** nothing to report
- 61. **Footpaths 12/13 bridge brickwork:** nothing to report
- 62. **Footpath 19:** nothing to report
- 63. **Bridleway 29:** works in hand

- 64. **EMERGENCY PLANNING/PROCEDURES:** nothing to report

TRAINING/CONFERENCES/MEETINGS

- 65. **Local Council Police Partnership Conference:** this had been held on 25th March 2015. Mr Rivers gave a brief report to the Members, advising that numbers of Police are being reduced nationally, but that if in Essex Council Tax was increased by £65 per annum per household, it would be possible to recruit 300 more officers; cyber-crime is on the increase; Essex Police had introduced a new service "Essex Community Messaging". Mr Rivers also advised Members that regarding Cold Norton Neighbourhood Watch he would look into formal recognition for this and the costs to supply each household with a copy of the NW Safety Booklet. **ACTION: CLERK**
- 66. **VE Day 70th Anniversary: celebrations on 8th May 2015:** Members were advised that there are various events planned plus lighting of beacons. It was agreed due to short notice that the village beacon could not be lit for this event.
- 67. **Transport Representative Meetings:** Professor Barclay gave a brief report on the meeting he attended on 10th March 2015 advising that it was a 'poor' meeting, that ECC are withdrawing their support from these meetings: at this meeting there was just one ECC Staff Member reading/taking notes. Noted.

CORRESPONDENCE

- 68. **EALC Legal Update March 2015:** Members had been supplied with a copy. It was acknowledged that the Parish Council Web Site be revised to facilitate inclusion of required information and the section re the Chairman of the Parish Council was duly noted. **ACTION: CLERK**
- 69. **Essex County Fire & Rescue Service: 2020: Setting out the Context for Change:** Members had been supplied with a copy of this document. Noted
- 70. **THE NORTON:** Members were advised that, re new houses and non-compliance with conditions laid down in the planning permission, the new owners had been contacted by Enforcement Officer.
- 71. **WINTER SALT BAG SCHEME:** nothing to report
- 72. **STOW MARIES AERODROME:** nothing to report
- 73. **BROADBAND:** Members had been advised that the presentation slide pack from the 18th March 2015 meeting was available to view on www.superfastessex.org/getinvolved ('Events' tab). At this PC meeting Professor Barclay gave a brief report on the 18th March meeting. Noted.

74. **STANDING ORDERS:** re change re photographs/recordings etc. Clerk to prepare for future meeting.

ACTION: CLERK

75. **2015 ESSEX VILLAGE OF THE YEAR & BEST KEPT VILLAGE COMPETITION:** Mr Wakeling to complete the main sections/Clerk to prepare the map and other sections.

**ACTION: MR WAKELING/
CLERK**

76. **ANNUAL PARISH MEETING:** this was held on Tuesday 24th March 2015. Members agreed that it was well attended and that the talk on bus services was informative.

77. **MATTERS TO REPORT** (Members were reminded that no decisions may lawfully be made under this agenda item - however matters may be discussed which involve exchanges of information only.)

There were no matters reported.

78. **DATES OF FUTURE MEETINGS** scheduled for 2015: 13th May.
Provisionally scheduled: Wednesday 3rd June (but this may change because of late May meeting) 1st July (but this may change because of late May/June meeting). New Parish Council to decide at May meeting.

Members then thanked Professor Les Barclay for 45 years of service as a Parish Councillor. As Professor Barclay would be moving away, he would not be putting his name forward for the forthcoming elections. At the APM it had been announced that, in recognition of Les' time on the Council, not only as a Cllr but also over the years as Chairman and Vice Chairman, The Norton Meeting Room, used for Parish Council meetings, would be renamed The Les Barclay Room.

Professor Barclay expressed his thanks for honouring him by renaming the PC meeting room and said he was proud of the achievements of the Parish Council which had at all times remained a very friendly body.

There being no further business the meeting was closed at 9.15pm

Chairman.....

Date.....