

COLD NORTON PARISH COUNCIL

MINUTES OF THE MONTHLY MEETING OF THE PARISH COUNCIL HELD ON WEDNESDAY 1ST JUNE 2016 AT 7.30PM IN THE LES BARCLAY ROOM AT THE VILLAGE HALL

THOSE PRESENT:

Councillors:

Mr J Archer
Mrs S Garnham
Mr B Haydon
Mr C Litscher
Mrs V Jennings
Mr S Rivers

In attendance: Mrs M. Dyer (Parish Clerk)
Plus 2 Members of the Public

As unable to attend the AGM in May, Cllr Rivers duly signed the Parish Council's Declarations of Office Book and Written Undertaking in reference to his elected role as Chairman

- 154. APOLOGIES FOR ABSENCE:** apologies were received and accepted from Cllr Wakeling, County Cllr Mrs Channer and District Cllr Ms White.
- 155. 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.
Mr Haydon declared an interest in the planning item relating to Norwendor, Minute No.205 applies as this is his home and Mr Archer declared an interest in the planning item relating to the notification of the Planning Appeal submitted for land North of 29 Green Trees Avenue as he is part owner of this land – Minute No.215 applies.
- 156. PUBLIC QUESTION TIME:** there were no questions or comments from the Members of the Public present.
- 157. MINUTES OF AGM AND THE ORDINARY MEETING of the Parish Council** both held on Wednesday 4th May 2016 were both approved as correct and signed accordingly
- 158. DISTRICT COUNCILLOR'S REPORT:** in his role as a District Cllr, Mr Archer advised that in relation to the LDP he had nothing new to report i.e. the process was starting again with the new Inspector.
Noted
- 159. COUNTY COUNCILLOR REPORT:** not available.

FINANCE

Approval of Payments

- 160.** Roy Wiseman to village caretaker work. Invoice dated 26th May 2016. £45.00. Cheque No.1477
161. Sue Lees Consultancy to maintenance fee for June 2016 Invoice No.0002548 dated 8th May 2016 £30.00. Cheque No.1478

162. Maria Dyer office expenses from 2nd April 2016 to 25th May 2016 £95.02 (£92.32 net) NB 2 months plus includes Villager of Year Plaque engraving. Cheque No.1479
163. E-on to electricity for street lights April 2016 Invoice No.H12EB93347 dated 1st May 2016 £61.11 (£58.20 net) was taken by direct debit on 11th May 2016.
164. BR Home Improvements to soffit and guttering works at Village Hall Invoice No.10166 dated 12th May 2016 £980.00 (Not VAT Registered). Cheque No.1480
165. Essex & Suffolk Water to water at allotments 18th November 2015 to 13th May 2016 fixed charge nil water used. Invoice No.014 dated 17th May 2016 £20.28 (£16.90 net). Direct debit will be taken on 8th June 2016.
166. BT to public pay phone at Village Hall. Rental 1st May to 31st July 2016 Invoice No.Q0071U dated 12th May 2016 £76.56 (£63.80 net) was taken by direct debit on 26th May 2016.
167. Cold Norton VHMC to hire of meeting room for PC meetings April and May 2016 plus the APM £42.00. Cheque No.1481
168. Insurance Renewal – this was discussed and it was agreed to renew with AON, which was lower than the previous year but not to enter into a new 3 year agreement this time. Policy to run from 1st June 2016 to 31st May 2017. £794.76. Cheque No.1483

169. **Financial Statement**
Current balances:

Barclays 10 Day Notice as at 11 th April 2016	£	573.34*
Santander as at 2 nd May 2016	£	<u>40,721.19**</u>
	£	41,294.53

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

** Includes receipt of Precept, VAT refund and Solar Panel FIT

170. **Street Lighting:** Clerk advised that E-on have advised that there will be an increase in energy charges from 1st July 2016 – details TBA. Clerk to investigate alternative suppliers and was authorised by Members to change supplier if a lower cost is found.

ACTION: CLERK

171. **Solar Panels at Village Hall:** nothing to report

172. **Accounts Package – replacement:** Clerk reminded Members that the IMPACT system currently being used has no support due to the demise of the originator and advised that as this system due to its time of installation can only be used with the old 2003 that it is becoming difficult to maintain and probably contributed to the extensive IT problems the Clerk had recently experienced. Together with another Clerk also still using IMPACT, research was being undertaken to establish which of the other packages available would be most suitable. Clerk indicated that a replacement package would probably involve a set-up/installation fee and an annual maintenance/support fee.

ACTION: CLERK

VILLAGE HALL

173. **Report from Village Hall Representative:** Members had been advised that regarding security measures at the VH information was awaited from County Broadband re CCTV and that the Clerk was still to discuss with MDC the Ranger Patrols at Playground. Mrs Garnham advised that whilst roof and soffit works had been undertaken there is still a leak in the kitchen and that the felt under the tiles were to be checked. Mrs Garnham reminded Members of the big fund raising event on Saturday 25th June and advised that Mayland Carpet Bowls Club were very kindly assisting with a carpet bowls game at the event and had also offered to loan Cold Norton Village Hall equipment for one year so that a Cold Norton Carpet Bowls Club could be set up. Noted.

ACTION: CLERK

174. **Coffee Morning/Lunch Club for seniors:** Members were advised that the next lunch was scheduled for Thursday 2nd June 2016. Noted

- 175. **Defibrillator:** nothing to report
- 176. **Grant Fund Plaque re toilet project:** Members were reminded that this will be installed when the framed footpath map is supplied. Noted.
- 177. **Future Agendas:** it was agreed that in future topics relating to the Village Hall will be combined under one item. **ACTION: CLERK**

HIGHWAYS AND ROAD SAFETY

- 178. **Various issues with ECC for action:** nothing to report,
- 179. **Fambridge Road – speed issues:** nothing to report
- 180. **Latchingdon Road – two accidents/speed issues:** nothing to report
- 181. **Hackmans Lane – flooding issue:** Members had been supplied with copy email from a resident and advised that this had been passed to the District & County Cllrs for assistance. Noted.
- 182. **Road closures re road works:** Members had been supplied with a copy of the Public Notice - Temporary Prohibition of Traffic No.3 Order 2016 relating to various roads in the Maldon District. Noted.

POLICE MATTERS/ANTI-SOCIAL BEHAVIOUR

- 183. **Southminster Neighbourhood Policing:** no report received to date
- 184. **Street Meets:** next date to be advised
- 185. **Parking in St Stephens Road:** A Member advised that a particular car was consistently parking in an inappropriate location. Clerk to notify Police **ACTION: CLERK**

OPEN SPACE

- 186. **Cowpiece Nature Reserve:** nothing to report
- 187. **Playing Field:** Members were advised that the Independent Playground Inspection 2016 had been undertaken in April (28th April) – report would be circulated. Replacement signing on outdoor play area still required; Fields in Trust - type of plaque agreed. Replacement flooring installed in enclosed younger children's play area – Mrs Jennings offered to arrange for the excess to be moved into the field. **ACTION: MRS JENNINGS**
Members were reminded that the Pre School Village Camp Out and joint Fete with the VHMCM would be taking place Friday/Saturday 24th/25th June 2016.
- 188. **Village Caretaker work:** Mr Wiseman continued to carry out this work – in addition to the regular litter picks and safety checks at the playing field, Mr Wiseman had carried out the following maintenance work: Alec's garden – litter pick, selective mowing and sweeping
- 189. **Allotments:** nothing to report re additional area
- 190. **Bench at Churchyard:** Members had been advised that a letter had been sent to Mr Paul. Mrs Garnham to confirm receipt. **ACTION: MRS GARNHAM**

191. **Trees at Three Ashes Corner (corner of Hackmans Lane & Howe Green Rd):** Members were advised that there was nothing to report regarding the trees, but advised that the Water Board had completed the works to rectify the leak. Regarding the trees the Members requested that the MDC Tree Officer be asked to revisit and reassess the condition. **ACTION: CLERK**
192. **Three Ashes Corner as a Village Green:** research still to be undertaken
ACTION: CLERK

PUBLIC RIGHTS OF WAY

193. **Footpaths Map/Footpath 28 Proposed Reduction in Width/Footpaths 12/13 bridge brickwork:** nothing to report. Noted
194. **Bridleway 29:** Members had been reminded that whilst the vegetation had been cut back, the Clerk was trying to establish if any works were planned re muddy section (reported to Clerk by a resident).
ACTION: CLERK
195. **P3 (Parish Paths Partnership):** Members were advised that a report was awaited from the CN P3 Representative. Noted
196. **Footpaths 3 & 5 temporary Prohibition of Use:** Members had been supplied with a copy of the Public Notice. Noted.
197. **EMERGENCY PLANNING/PROCEDURES:** plan being prepared by Chairman for presentation at future meeting, also update for new Emergency Planning Officer at MDC.
ACTION: MR RIVERS

TRAINING/CONFERENCES/MEETINGS

198. **Transport Meeting re Review of Buses in 2017: 17th June 2016 10am to 12noon Maldon Town Hall:** email dated 20th April 2016 had been forwarded to Members. Mr Rivers to attend.
ACTION: MR RIVERS
199. **Dengie Hundred Group of Parish Councils:** Next meeting scheduled for Wednesday 15th June 2016 7.30pm in Bradwell. Details to be circulated to Members. **ACTION: CLERK**

CORRESPONDENCE

200. **London Southend Airport Standard Instrument Departure Procedure Consultation:** Members were advised that their agreed view had been emailed.
201. **Anglian Water "Pollution Watch":** Members had been advised that further information was awaited as requested (Minute No.55 applies). Clerk to chase. **ACTION: CLERK**
202. **Essex Village of the Year Competition 2016:** It was noted that Cold Norton is through to Round 1 judging and that details had been emailed to Members 22nd May 2016. Mr Rivers and Mr Haydon to meet with the judge on Monday 6th June 2016.
**ACTION: MR RIVERS/
MR HAYDON**
203. **BROADBAND:** nothing to report
204. **STANDING ORDERS:** nothing to report

PLANNING

205. Planning Application received by the Parish Council: the following were considered and the responses were as indicated using the new MDC Planning reporting system:

Mr Haydon left the meeting whilst the following application was considered

HOUSE/MAL/16/00489 Norwendor, 26 St Stephens Road, Cold Norton. Single storey side & rear extensions and first floor extension over garage and front extension. (Reduced scheme from application HOUSE/MAL/13/01062). Week 19 dated 13th May 2016:

Recommend the granting of planning permission for the following reason:
This is a smaller scale extension

Mr Haydon then re-joined the meeting.

WTPO/MAL/16/00519 18 Victoria Road, Cold Norton. T1 - Oak crown lift over garden to 4 metres by removing lower limbs, 7cm diameter then prune back remaining lower crown by up to 2 metres to a height of 8 metres. T2 - Oak crown lift on house side clear side growth to leave between 2-4 metres clearance, prune back any overhang at the top by up to 1 metre. Week 19 dated 13th May 2016:

Recommend the granting of planning permission, providing the works are carried out under the guidance of the MDC Tree Officer

HOUSE/MAL/16/00510 PP-05102260 Farthingale Farm, Hackmans Lane, Cold Norton. Modification of roof to existing building to include an enlarged first floor. Changes to fenestration and changes to roof covering (revision to approved application HOUSE/MAL/14/00151). Week No.21 dated 27th May 2016:

The Parish Council raised no objections and had no comments to make.

HOUSE/MAL/16/00492 30 St Stephens Road, Cold Norton. Demolish existing annex and create double side extension, with reconfiguration of existing layout and cladding of existing structure. Week No.21 dated 27th May 2016:

The Parish Council raised no objections and had no comments to make.

COUPA/MAL/16/00593 Unit 1 Honeywood Farm Honeypot Lane Purleigh. Prior approval of proposed change of use of Agricultural Building to a Dwelling House (Class C3), and for Associated Operational Development. Week No.21 dated 27th May 2016:

Refusal of planning permission recommended for the following reasons:
Do not wish to see a proliferation of residential development in a most sensitive site
References: S3 – Place Shaping
D1 – Design Quality & Built Environment

206. Maldon District Council Decisions: covering decisions advised from w/e 6th May 2016 to w/e 27th May 2016; a detailed list had been supplied to Members, which is summarised below:

HOUSE/MAL/16/00216 Cold Norton

Formation of dormers either side of ridge in roof slope including new fully glazed window in gable end.

Tamina 1 Latchingdon Road Cold Norton Essex
(UPRN - 100090555210)

Mr A Pearmain **REFUSED**

207. Local Development Plan (LDP): nothing further to report – see Minute No.158 above

208. MDC Community Infrastructure Levy Charging Schedule (CIL): in abeyance pending LDP outcome

209. Affordable Housing - in abeyance pending LDP outcome

- 210. **Vehicle accesses along St Stephens Road:** nothing to report
- 211. **Blue Hoarding – Old Fire Station Site:** nothing to report
- 212. **Cherry Blossom Lane:** nothing to report
- 213. **1 Latchingdon Road – Dormer Windows Refused Planning Permission:** Members had been supplied with copy correspondence regarding this refusal. Members discussed this and expressed their concern regarding this application and that it was determined under delegated powers; Members requested that a letter be sent to MDC re delegated powers and that Mr Nick Fenwick be invited to a future meeting to discuss this matter. **ACTION: CLERK**
- 214. **MDC Scheme of Delegation:** Members had been supplied with a link to MDC web site. Noted.

Mr Archer left the meeting whilst the following appeal submission was discussed.

- 215. **Planning Appeal Submitted re: Land North of 29 Green Trees Avenue, Cold Norton.** Outline planning application with all matters reserved for the construction of 7 dwelling with associated off-street parking. OUT/MAL/15/01086 PP-045644387. Mr & Mrs J Archer. APPX/1545/W/16/3148929 Members had been supplied with details of this appeal and agreed that as details of the Parish Council’s objection to this development had already been supplied to the Inspectorate that no further submission was required.

Mr Archer then re-joined the meeting.

- 216. **Planning Appeal Decision: Hillsborough 42 Latchingdon Road, Cold Norton.** Appeal Ref: APP/X1545/D/16/3144029. Application HOUSE/MAL/15/00862 – retrospective application for wall & gate to front of property. Appeal allowed. Members had been supplied with full details of the decision. Noted.
- 216A. **Planning Appeal Decision: APP/X1545/W/15/3138510 Land at Corner of Fambridge Road & St Stephens Road, Cold Norton:** Members requested that the Clerk write to MDC requesting that in line with the time laid down by the Inspectorate in respect of the ‘leave to go’ that Enforcement act as soon as possible. **ACTION: CLERK**
- 217. **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.)

Members were advised that ECC would be operating the Winter Salt Scheme for the coming winter and that the close date for applying for a tonne of salt was 22nd July 2016.

- 218. **DATES OF FUTURE MEETINGS:**
Scheduled for 2016: Wednesdays 6th July, 7th September, and 5th October.

Plus additional meeting in June to approve the accounts prior to submission to the external auditor. Clerk to liaise with Members. **ACTION: CLERK**

There being no further business the meeting was closed at 8.45pm

Chairman.....

Date.....