

COLD NORTON PARISH COUNCIL

MINUTES OF THE MONTHLY MEETING OF THE PARISH COUNCIL HELD ON WEDNESDAY 2ND DECEMBER 2015 AT 7.30PM IN THE LES BARCLAY ROOM AT THE VILLAGE HALL

THOSE PRESENT:

Councillors:

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

In attendance: District Cllr Ms S White
Mrs M. Dyer (Parish Clerk)
Plus 9 Members of the Public

- 570. APOLOGIES FOR ABSENCE:** apologies were received and accepted from County Cllr Mrs Channer
- 571. 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 Archer declared an interest in planning application No.OUT/MAL/15/01086 Land North of 29 Green Trees Avenue as he owns this land.
- 572. PUBLIC QUESTION TIME:** the Chairman invited questions from the Members of the Public, but no one wished to speak.
- 573. MINUTES THE ORDINARY MEETING of the Parish Council** held on Wednesday 4th November 2015 were approved as correct and signed accordingly.
- 574. DISTRICT COUNCILLOR'S REPORT:** District Cllr Ms White gave a short report advising Members the hours that MDC offices would be open over the Christmas and New Year periods, that there would be free parking in Maldon town centre car parks (but not in Promenade Park) on 12th, 19th and 24th December 2015 and brief details of Charitable opportunities to CHESS and MOAT.
- 575. COUNTY COUNCILLOR REPORT:** Members had been supplied with a report received from County Cllr Mrs Channer on 4th November 2015. Noted.

FINANCE

Approval of Payments

- 576.** Roy Wiseman to village caretaker work to 28th November 2015 £45. Cheque No.1432
- 577.** Sue Lees Consultancy to maintenance fee for December 2015 Invoice No.0002319 dated 8th November 2015 £30.00. Cheque No.1433
- 578.** Maria Dyer office expenses from 2nd November to 25th November 2015 £60.98. Cheque No.1434.

579. Society of Local Council Clerks to membership renewal for 2016 £118 (no increase over 2015 renewal fee). Cheque No.1435
580. BT to rental charge for VH pay phone 1st August to 31st October 2015 Invoice No.Q005UA dated 11th November 2015 £72.12 (£60.10 net) taken by Direct Debit 25th November 2015.
581. Maldon District Council to grass cutting July – September 2015 Invoice No.COL58674201 dated 24th November 2015 £ 662.50 (£552.08 net). Cheque No.1436
582. Copyright Reprographics Limited to stationery (2,500 sheets all purpose paper 80gsm, 4 x XL black ink cartridges and 3 x colour ink cartridges). Invoice No.95137 dated 24th November 2015 £222.85 (£185.71 net) and Credit Note No.2983 dated 30 November 2015 £52.20 (£43.50 net); therefore payment £170.65 (£142.21 net). Cheque No.1437
583. Essex & Suffolk Water to water charges (fixed and water usage 18th May 2015 to 18th November 2015) at allotments. Invoice No.013 dated 24th November 2015 £36.37 (£30.31 net). Will be taken by direct debit on 18th December 2015.
584. E-on to electricity for street lights October 2015 Invoice No.H122B2D925 dated 1st November 2015 £63.15 (£60.14 net) taken by direct debit on 11th November 2015.
585. Cold Norton Parochial Church Council grant as agreed at November meeting Minute No.516 applies £500. Cheque No. 1438
586. Essex Air Ambulance grant as agreed at November meeting Minute No.516 applies £46.50. Cheque No.1439.

587. **Financial Statement**
Current balances:

Barclays 10 Day Notice as at 10 th April 2015*	£	568.77
Santander as at 2 nd November 2015	£	<u>26,604.34</u>
	£	27,173.11

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

588. **Street Lighting:** electricity supplier being reviewed **ACTION: CLERK**
589. **Completion of Annual Audit for year ended 31st March 2015:** Members had been supplied with a copy of the Annual return form with signed audit certificate. Noted by Members. As required a copy of the audited return on the main Parish Council notice board (i.e. outside No.14 Latchingdon Road) is displayed for the required period. **ACTION: CLERK**
590. **Precept 2016/17:** details of expenditure/estimated precept required for 2016/17 were distributed to Members at the meeting. Members discussed briefly. Clerk to represent amended figures taking into account Members comments at January meeting as which the Precept figure would be agreed. **ACTION: CLERK**
591. **PWLB:** Members had been supplied with papers relating to the PWLB loans and requested approval to amend Minute No.364 as Clerk had requested that all three loan payments are on the same dates in in March and September each year, the Loan Board had adjusted the new loan payment to £657.27 from £662.92 recorded. Members approved the amendment.

VILLAGE HALL

592. **Report from Village Hall Representative:** Members were advised that £900 profit had been made at the Christmas Fayre, that still only one quote had been received for the roof/soffit works and that there was now a leak in the kitchen, but that even with these works required, overall this year the situation re the VH was more positive.
593. **Lunch Club for Elderly Residents:** next lunch scheduled for 17th December 2015
594. **Parking at Village Hall:** working party to be set up to research options
595. **Defibrillator:** training session has been held, the defibrillator will be housed inside the hall with the key box outside.
596. **Solar panels:** nothing to report

597. **Toilets/St Stephens Meeting Room – renovation works:** Members had been reminded that the Plaque received from EET re grant was still to be installed in Village Hall.

ACTION: CLERK

HIGHWAYS AND ROAD SAFETY

598. **Various issues with ECC for action:** Members were advised that the damaged finger post at the corner of Howe Green Road, Hackmans Lane and Latchingdon Road had been reported to and removed by ECC Highways. Members requested that the same style is reinstated in keeping with the rural nature of the area.

ACTION: CLERK

599. **Cutting Back from Bridge to Country Produce:** Members were reminded that it had been agreed that land/home owners would be written to in January and August/September to cut back thus avoiding nesting season.

ACTION: CLERK

600. **Cold Norton Road Safety Plan 2015 – 2020:** deferred from November meeting and had been forwarded to Members by email. Members were all in agreement to adopt the plan. Mr Rivers will lead implementation of the plan.

ACTION: MR RIVERS

601. **Highways Panel:** Members had been supplied with copy minutes from the meeting held on 2nd October 2015, plus a copy of potential schemes list and approved list. Noted.

POLICE MATTERS/ANTI-SOCIAL BEHAVIOUR

602. **Southminster Neighbourhood Policing:** no report received to date

603. **Street Meets:** unfortunately due to an emergency the PCSO had been unable to attend the session scheduled for Thursday 26th November 2015 at the Seniors Coffee Morning. Mrs Garnham reported that issues that are of concern to this group of residents are speeding generally of vehicles and the increased number of very large lorries coming through the village. Clerk to pass this into to the Police and to request speed checks

ACTION: CLERK

604. **Parking in St Stephens Road:** following on from the Clerk's conversation with the Police re this last month, the Clerk was requested to ask the Police to make site visits.

ACTION: CLERK

605. **Parking on Footway near zebra crossing:** Members had been advised that the Police had been notified that 2 cars are regularly parking near the zebra crossing (but not on zig zag lines).

OPEN SPACE

606. **Cowpiece Nature Reserve:** nothing to report

607. **Playing Field:** Members had been reminded that re the Independent Playground Inspection 2015, and works agreed that these were ongoing and that some materials are still to be supplied to Village Caretaker to undertake some works.

Signing on outdoor play area – replacement required

Fields in Trust: Clerk has submitted paperwork to Land Registry. Type of plaque agreed.

Replacement bark for younger children's play area: awaiting costs from contractor

608. **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: litter pick and tidying up at Cow Piece.

609. **Allotments:** Members were advised that the recommendations following meeting with TCV were still to be discussed with Allotment holders. **ACTION: MRS GARNHAM**
610. **Watercourse Mapping Project:** Members had been advised that ECC had now mapped the survey findings. Clerk advised that maps had been requested in the following formats: 1 x A1 (on card), 8 x A3 (one for each Cllr) and 5 x A5. Noted.
611. **Bench at Churchyard:** Members had been reminded that the style of bench and words for plaque had been agreed and that it would have to be paid for in full before delivery; pro forma invoice was awaited. Clerk will liaise with Mr Litscher and Mr Haydon re delivery/installation. **ACTION: CLERK**
612. **Trees at Three Ashes Corner (corner of Hackmans Lane and Howe Green Road):** Members had been advised that apparently as the trees don't have any leaves at present it is difficult to identify if these trees are suffering from Chalara. Members had been supplied with some information re Chalara. Noted.

PUBLIC RIGHTS OF WAY

613. **Footpaths Map:** Members were advised that to frame this will cost c £70 NB not gold coloured frame. Members advised approval. **ACTION: CLERK**
614. **Footpath 28 Proposed Reduction in Width:** Members had been reminded that this had now confirmed, but that the Clerk was liaising with ECC re works. Noted. **ACTION: CLERK**
615. **Footpaths 12/13 bridge brickwork:** Members had been advised that the photos supplied by resident had been forwarded to ECC Highways. Noted.
616. **Bridleway 29:** thanks being passed on the landowner and ECC PRoW for works
617. **EMERGENCY PLANNING/PROCEDURES:** Members had been reminded that a plan was being prepared by Chairman for presentation at future meeting and advised that the MDC British Red Cross emergency planning preparedness course had been cancelled, but may be rescheduled at a later date. Noted.

TRAINING/CONFERENCES/MEETINGS

618. **LCLC Wednesday 16th December 2015 9.30am for 10am Mundon Victory Hall.** Members had been supplied with copy agenda and advised that the Clerk had booked Mr Litscher and Mr Haydon to attend. At the meeting the Clerk advised that the meeting had been changed from 9th to 16th December, but that both Cllrs were still able to attend on the rescheduled date. Members had also been supplied with advance copy of a letter which will be sent to all residents in the areas surrounding the proposed Bradwell B site. Noted.
619. **Superfast Parish Engagement Event Wednesday 9th December 2015 7pm to 9pm at Essex Record Office:** details had been supplied to Members, together with a copy of the latest Superfast Programme Update (November 2015). No one is available to attend the event.
620. **RCCE Active Communities – Monday 14th December 2015 10am to 12 noon:** details had been supplied to Members. No one available to attend.
621. **Transport Meetings February 2016 – Maldon meeting Tuesday 2nd February 2016 10am to 12noon:** Members had been supplied with details of all the meetings and advised that whilst Mr Rivers is the PC Transport representative other Cllrs may also attend this or other district meetings. At this point Mrs Garnham advised that up to date bus time tables would be useful to distribute at the Seniors coffee mornings. Mr Archer offered to obtain copies relating to Dengie Dart service, Clerk will look into timetables for other services. **ACTION: MR ARCHER/CLERK**

CORRESPONDENCE

- 622. Station Road:** Members had been supplied with copy email received from a resident on 5th November 2015 plus Clerk's response relating to planning applications Nos. HOUSE/MAL/15/00525 (walls/gates Oakwood manor) and OUT/MAL/15/01086 (land to north of 29 Green Trees Avenue) including the planning process and that in relation to HOUSE/MAL/15/00525 that MDC had refused retrospective planning approval. Noted.

At this point the resident who had submitted the above correspondence interrupted the meeting. The Chairman duly closed the meeting and reminded the resident that the time for public speaking had been at the start of the meeting. The resident continued to speak and was reminded again of the planning process. The resident was also reminded that it was not appropriate to make comments regarding Cllrs, but if he had a grievance regarding a Cllr that he should contact the Standards Officer at MDC.

The meeting was then reopened.

- 623. Essex Fire Authority email dated 5th November 2015 re 2020:** Members had been supplied with copy email regarding the consultation undertaken earlier in the year and inviting comments on the options phase. Noted. Members to respond as individuals.
- 624. Webcasting email dated 11th November 2015:** Members had been supplied with copy email detailing free webcasting service. Noted.
- 625. Country Produce Forecourt: letter from resident dated 11th November 2015:** Members had been supplied with copy letter. Members requested that Clerk write to the shop owner requesting support for the forthcoming Best Kept Village Competition. **ACTION: CLERK**
- 626. Essex Fire Service & Essex Police Volunteering Scheme for Essex Parishes (Parish Safety Volunteers) email dated 18th November 2015:** Members had been supplied with details. Clerk will include details in the next Beacon report and put details on the notice boards. **ACTION: CLERK**
- 627. Greater Essex Devolution Update Newsletter:** copy received 18th November 2015 had been supplied to Members. Noted.
- 628. WINTER SALT BAG SCHEME:** Members had been advised that the salt had now been delivered and that advised that letters would be sent to salt team members with required paperwork to be completed, with spares to Mr Litscher. Noted. **ACTION: CLERK**
- 629. STOW MARIES AERODROME:** nothing to report
- 630. BROADBAND:** nothing further to report - see Minute No.619.
- 631. STANDING ORDERS:** Members had been supplied with copies by email incorporating changes to photographs/recordings etc. Hard copies to be supplied to all Cllrs. Noted.

As the next item on the agenda was 'Planning' Mr Archer left the meeting, as he had declared an interest as recorded above – Minutes No.571 applies.

PLANNING

632. Planning Application received by the Parish Council: the following were considered and the responses were as indicated:

WTPO/MAL/15/01024 18 St Stephens Road: TPO 2/83 T1 Oak: reduce height and width of crown by up to 2m all round (4m across in total width). Crown lift to approx. 3m. Remove dead wood and crossing branches. T2 Sycamore – remove as decayed at base. Week No.41 dated 9th October 2015. Amended by submission of revision i.e. the Sycamore:

Cold Norton Parish Council has NO OBJECTIONS to the works proposed within the above application, providing they are carried out under the guidance of MDC’s Tree Officer.

WTPO/MAL/15/01111 Land at junction of Latchingdon Road and Station Road: T1 - Ash - light prune to clear wires, maximum 5 diameter. T2 - Ash - Prune the limb closer to the fence back to the boundary. Upright limb over garden - re pollard. T3 - Ash - Remove upright limb rubbing on overhead wires, cut to a suitable point or re pollard. T4 - Ash - Remove sub lateral limbs over garden to approx. 8m high. T5 - Southern stem - prune growth back to boundary. Northern Stem - remove limb resting on wires. T6 - Ash - remove minor limb over the road. Week No.44 dated 30 October 2015:

Cold Norton Parish Council has NO OBJECTIONS to the works proposed within the above application, providing they are carried out under the guidance of MDC’s Tree Officer.

OUT/MAL/15/01086 Land North of 29 Green Trees Avenue: Outline planning application with all matter reserved for the construction of 7 dwellings with associated off-street parking. Week No.44 dated 30th October 2015. Members had also been supplied with copy letter from resident and copy of an anonymous letter supplied to the Clerk. Members were advised that this application

Cold Norton Parish Council OBJECTS to the proposal contained within the above application and recommends that Maldon District Council REFUSE CONSENT.

The Parish Council’s reasons for this recommendation are:

- It is outside the village development boundary and therefore contrary to the Parish Council’s Planning Policy
- It will impinge on the rural nature of the village; 97% of respondents to the 2011 village survey wanted the rural character of the village preserved
- Access concerns: through Victoria Road which is narrow, leading to
- Traffic issues and concerns

There then followed loud verbal interruptions from some Members of the Public present; the Chairman and Vice Chairman expressed disappointment with the disturbance, advising the Members of Public of the protocol at meetings and that there had been an opportunity for Public Speaking time at the beginning of the meeting and that Parish Council meetings are meetings held in public, but they are not public meetings.

As the verbal disturbances continued, the Chairman decided to close the meeting and the Members of Public were asked to leave.

The remaining items on the agenda were not discussed.

The meeting was duly closed at 8.40pm

Chairman.....

Date.....