

COLD NORTON PARISH COUNCIL

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

THOSE PRESENT:

Councillors:

Mrs S Garnham
Mr C Litscher
Mrs V Jennings

In attendance: County Cllr Mrs P Channer
Mrs M. Dyer (Parish Clerk)
Plus 3 Members of the Public

The meeting was scheduled to start at 7.30pm, but was delayed until 7.50pm until a third Cllr arrived to make the meeting quorate.

- 349 CHAIRMAN FOR THIS MEETING:** As both the Chairman and the Vice Chairman were able to attend this meeting, it was necessary to vote in a Cllr to Chair the meeting. Cllr Mrs Jennings voted Cllr Mrs Garnham to chair the meeting, this was seconded by Cllr Litscher. There being no other nominations Mrs Garnham took the Chair.
- 350. APOLOGIES FOR ABSENCE:** apologies were received and accepted from Cllrs Rivers, Wakeling and Archer
- 351. 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
- 352. MINUTES THE ORDINARY MEETING of the Parish Council** held on Wednesday 8th July 2015 were approved as correct and signed accordingly.
- 353. DISTRICT COUNCILLOR'S REPORT:** as District Cllr Ms White was not in attendance Cllr Mrs Channer gave a brief report, advising that due to holidays August had been a quiet month, but touching on the 5 Year Housing Plan, LDP situation and budget rounds.
- 353.1. Traffic Regulation Order Request:** via District Cllr Ms White, Members had been supplied with a copy of this relating to a request from a resident for yellow lines in St Stephens Road; District Cllr Ms White had asked for PC's opinion/comments so that she could respond to MDC. The Members were in agreement that yellow lines along St Stephens Road were not appropriate, but would like to see yellow lines at the tops of Ferris Avenue and Station Crescent as inconsiderate parking by parents was causing sight restrictions for vehicles trying to exit from the side roads. The Clerk was also requested to include in the response: high risk of accidents, parking at the VH/installation of a zebra crossing to facilitate the walk to school, penalties for inconsiderate parking and the request for a meeting with a representative from the Parking Partnership. **ACTION: CLERK**
- 354. COUNTY COUNCILLOR REPORT:** County Cllr Mrs Channer advised that for entry into primary schools in September 2016, applications needed to be made before end of October 2015; that Trading Standards had produced a 'Top Ten' of most complaints received – second hand cars were top of the table followed by home maintenance; that the V Festival had benefitted from the 'Safer Essex Body' initiative; that a shingles vaccine was now available to certain age groups; that Essex Primary Schools had risen in the SATS Tests achieving a position of 51 out of 151; that a group of

16/17 year old Essex teenagers had participated in a Citizen Service programme and had come up with excellent ideas to help older people. County Cllr Mrs Channer was thanked for this report and asked if she would kindly look into the issue of lack of road maintenance in the side roads in the village as some issues had been reported some time ago, 'marked out' by ECC Highways, but no work carried out.

FINANCE

Approval of Payments

- 355. Roy Wiseman to village caretaker work to 21st August 2015 £176.25 (23.5 hours) plus mileage £12 total £188.25. Cheque No.1408
- 356. Sue Lees Consultancy to maintenance fee for September 2015 Invoice No.0002194 dated 8th August 2015 £30.00. Cheque No.1409
- 357. Maria Dyer office expenses from 3rd July 2015 to 27th August 2015 £45.54. Cheque No.1410
- 358. E-on to electricity for street lights July 2015 Invoice No.H11C592F24 dated 1st August 2015 £63.15 (£60.14 net) taken by direct debit on 11th August 2015.
- 359. PWLB to two loans £1,397.97 taken by direct debit on 21st September 2015
- 360. Dengie Hundred Group of Parish Councils to affiliation fee to May 2016 Invoice No.293 dated 26th August 2015 £15.00. Cheque No.1411
- 361. Cold Norton Parochial Church Council to use of The Beacon for Parish Council Reports to 30th March 2016. Invoice dated 24th August 2015 £163.40 (no increase over previous year). Cheque No. 1412
- 362. A.A.Windsor to relaying tiled under swings, plus selecon the joints, plus tarmac to play areas. Invoice dated 21st July 2015 £980.00. Cheque No.1413
- 363. Maldon District Council to grounds maintenance 1st April to 30th June 2015 Invoice No.COL58673638 dated 7th August 2015 £617.20 (£514.33 net). Cheque No.1414
- 364. PWLB to new loan for solar panels £662.92 taken by direct debit on 28th September 2015.
- 365. BT to rental charge for VH pay phone 1st August to 31st October 2015 Invoice No.Q004Q1 dated 12th August 2015 £73.15 (£60.96 net) taken by Direct Debit 26th August 2015.

366. Financial Statement

Current balances:

Barclays 10 Day Notice as at 10 th April 2015*	£	568.77
Santander as at 3 rd August 2015	£	<u>23,148.62</u>
	£	23,717.39

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

367. **Street Lighting:** supplier being reviewed

ACTION: CLERK

368. **Workplace Pension:** nominated person advised and Clerk also advised as key contact. Noted.

VILLAGE HALL

- 369. **Report from Village Hall Representative:** Members were advised that the VHMC had not met in August, but that a resident had kindly come forward to help market the Village Hall and had set up a Face Book Page for the VH.
- 370. **Lunch Club for Elderly Residents:** this and the coffee mornings continue to be popular
- 371. **Parking at Village Hall:** insufficient parking continues to be an issue for larger events and that a Parish Council working party is required to research how this can be addressed.
- 372. **Defibrillator:** no change to situation as reported in July 2015 i.e. it is now proposed to have a key box outside the VH with the defibrillator being housed in the VH; training dates now being considered.

- 373. Essex Boys & Girls Club:** Members were advised that the EB&GC organisation had been advised that CNPC had been unable to take this forward due to lack of local support – this item will now come off the agenda. Noted.
- 374. Solar panels:** Members had been advised that £689.61 had been received on 20th July 2015 as first Feed in Tariff payment, which exceeded the first PWLB loan repayment (Minute No.354 applies). Noted.
- 375. Toilets/St Stephens Meeting Room – renovation works:** Members had been advised that the Plaque received from EET re grant was still to be installed in Village Hall.
ACTION: CLERK

HIGHWAYS AND ROAD SAFETY

- 376. Various issues with ECC for action:** nothing to report.
- 377. Cutting Back from Bridge to Country Produce:** Members had been advised that the site meeting arranged with ECC Highways for 24th August had to be cancelled due to inclement weather, but had been rescheduled for 8th September - Cllr Litscher and Clerk to attend. Noted.
- 378. Three Ashes Corner/Howe Green Road:** this continues to be an issue, but Members were advised that it is understood that building works in the vicinity are nearing completion. Noted

POLICE MATTERS/ANTI-SOCIAL BEHAVIOUR

- 379. Southminster Neighbourhood Policing:** Members had been supplied with the latest report. Noted.
- 380. Street Meets:** Members were advised that the last one had been held on 9th July 2015; no Members had attended. Members were advised that dates of Seniors Coffee Mornings had been passed to the PCSO on 8th July and followed up on 19th August, but no response to date. Noted.
- 381. Parking in St Stephens Road:** this agenda item had been covered earlier Minute No.353.1 applies.

OPEN SPACE

- 382. Cowpiece Nature Reserve:** Members were advised that grassed area had been cut. Noted.
- 383. 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.

Sports Wall/Kickwall: nothing to report

Fields in Trust: Members had been advised that the signed deed had been received back from FIT and that the Clerk is to notify Land Registry. Members had been supplied with details of plaques and were all in agreement that the wall mounted version be requested.

ACTION: CLERK

Replacement bark for younger children's play area: Members had been advised that a meeting had been arranged with a local contractor. Noted

Essex Playing Fields Association: Members had been supplied with a copy of the Summer 2015 magazine. Noted.

- 384. 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: fitted new top to picnic table, mowed footway to Ferris Avenue and Green Trees path; sweeping and weeding car park/VH entrance and removal of weeds and cobwebs at VH entrance; VH playing field – cut low hanging branches and cleared dead wood from copse and boundaries; Three Ash Corner – cleared dead wood, litter picked and cleaned seat; Cowpiece - measured and carried out repairs at jetty, cut back nettles and obstructions to path; VH – cleared disabled access path and vegetation from gate; Churchyard – dismantled and removed broken bench
- 385. Allotments:** Members had been advised that a meeting was to be arranged with TCV re rear of site. Noted.
- 386. Watercourse Mapping Project:** Members had been advised that Mrs Garnham and Mr Litscher had still to complete the last section and submit before end of September and that a report would then be issued to the PC late Autumn. Members had all been emailed the 'Guide to Ordinary Watercourse Maintenance'. Noted.
- 387. Bench at Churchyard:** Members were advised that this was now beyond repair. It was agreed that this would be replaced by a maintenance free seat along the lines of the seats at the school with a plaque dedicating the seat to Alec Paul in recognition of all his work in the village. Clerk to research.
ACTION: CLERK

PUBLIC RIGHTS OF WAY

- 388. Footpaths Map:** nothing to report
- 389. Footpath 28 Proposed Reduction in Width:** Members had been advised that confirmation that this has now been actioned was still awaited; Members advised that nothing was evident as at 2nd September 2015 – Clerk to follow up.
ACTION: CLERK
- 390. Footpaths 12/13 bridge brickwork:** nothing to report
ACTION: CLERK
- 391. Footpath 19:** Members advised that this is now okay.
- 392. Bridleway 29:** Clerk liaising with PRow re landowner to pass on thanks
- 393. EMERGENCY PLANNING/PROCEDURES:** plan being prepared for presentation at a future meeting.
ACTION: MR RIVERS

TRAINING/CONFERENCES/MEETINGS

- 394. Dengie Hundred Group of Parish Councils Wednesday 16th September 2015 7.30pm in St Lawrence Church Centre:** Members had been advised details. No one present was available to attend.
- 395. EALC AGM Thursday 24th September 2015:** Members had been supplied with copy agenda and financial information re AGM, plus County Update. No one available to attend.
- 396. Essex Wildlife Trust 2015 AGM & Members Day Saturday 3rd October 2015.** Members had been supplied with details. It was indicated by Members that Mr Wakeling may be attending.
- 397. Dengie Hundred Group of Parish Councils Annual Quiz:** Wednesday 18th November 2015 7.30pm. Members to check availability; deferred to next meeting. Clerk to ascertain what the number per team is.
ACTION: ALL MEMBERS/CLERK

398. **LCLC Wednesday 9th December 2015 9.30am Mundon Victory Hall.** Members had been supplied by email with minutes from the June 2015 meeting and the latest communication from NCA (Nuclear Decommissioning Authority). Mr Litscher indicated that he would like to attend the December meeting.
ACTION: MR LITSCHER
399. **CPR Essex AGM Saturday 3rd October 2015 at Moulsham Mill, Chelmsford 2pm guided walk 4.45pm AGM** (tea at 4pm): Members were advised details and requested to check availability and advise Clerk.
ACTION: ALL MEMBERS

CORRESPONDENCE

400. **ECC Area Bus Review email received 10th July 2015:** Members had been supplied by email with the link to the results of this consultation. Noted
401. **EALC email received 27th July 2015** re Commons Briefing Note/Employment Rights July 2015; Financial Services Compensation Scheme; legal Newsletter July 2015 had been forwarded to Members by email. Noted
402. **NHS email received 17th August 2015** Continuing Healthcare – outcome of consultation had been forwarded to Members by email. Noted.
403. **Family Learning email received 24th August 2015:** Members had been supplied with a copy and agreed at the meeting that they wished to take this further. Clerk to contact the co-ordinator.
ACTION: CLERK
404. **WINTER SALT BAG SCHEME:** Members had been reminded that this will operate for winter 2015/16, that the salt had been ordered and advised that letters will be sent to salt team members with required paperwork to be completed. Noted.
ACTION: CLERK
405. **STOW MARIES AERODROME:** nothing to report re possible 2016 event. Clerk still to follow up
ACTION: CLERK
406. **BROADBAND:** Members had been supplied with a copy of the latest newsletter received 20th August 2015; this had also been forwarded by email so the Members could access the links. Noted.
407. **STANDING ORDERS:** Standing orders re change re photographs/recordings etc. Clerk to prepare for future meeting.
ACTION: CLERK
408. **2015 ESSEX VILLAGE OF THE YEAR & BEST KEPT VILLAGE COMPETITION:** Members had been supplied with the results. At the meeting Members were supplied with a copy of the judging sheet for Cold Norton. Noted

PLANNING

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

HOUSE/MAL/15/00525 PP-041998978 Oakwood Manor (formerly Highbury Manor), Station Road, Cold Norton: Retrospective application for wall and gates over 1m high adjacent to the highway. Week No.33 dated 14th August 2015:

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

HOUSE/MAL/15/00815 PP-04384766 Four Corner, 10 St Stephens Road, Cold Norton: two storey side extension. Week No.34 dated 21st August 2015:

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

FUL/MAL/15/00780 PP-04369823 Land West of Flambirds Farm, Flambirds Chase, Cold Norton: Installation and operation of a solar farm and associated infrastructures, including PV panels, mounting frames, inverters, transformers, pole mounted CCTV cameras, substations, composting toilet and fence. Week 34 dated 21st August 2015:

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

FUL/MAL/15/00779 Field to West of Blood Lagoon Hackman's Lane Purleigh: installation and operation of a solar farm and associated infrastructure including photovoltaic panels, mounting frames, inverters, transformers, substations, communications building, access tracks, fencing, pole-mounted CCTV cameras:

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

The meeting was closed to allow Members of the Public to speak about the following application. The meeting was then reopened and the Members agreed the response for this application.

FUL/MAL/15/00843 Great Canney Cottage Hackmans Lane The erection of a large five bedroom dwelling with a triple garage and associated parking to replace the existing dwellings known as Great Canney Cottage. The proposal includes the erection of a pool house to accompany the existing pool. Week 35 dated 28th August 2015:

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
- That the Members are questioning the existence of Great Canney Cottage as a 'human' domicile that the planned development is proposing to replace
- The proposed development is extremely large and not a 'like for like' replacement for the existing 'building'
- The proposed development is in a prominent position and is probably the largest in this village

County Cllr Mrs Channer left the meeting at this point.

410. Maldon District Council Decisions: covering decisions advised from w/e 10th July 2015 to w/e 28th August 2015; a detailed list had been supplied to Members, which is summarised below:

AGR/MAL/15/00658 Cold Norton

Prior approval notification of the extension of the steel portal building (class 2 agricultural)
Land at Corner of Fambridge Road and St Stephens Road Cold Norton Essex
(UPRN - 010013998744)

Miss Pharoah

PRIOR APPROVAL REQUIRED AND REFUSED

OUT/MAL/15/00431 Purleigh

Outline application for demolition of existing industrial building and construction of new office and warehouse building, access, parking, turning and landscaping
Land at Old Whitmans Farm Hackmans Lane Purleigh Essex
(UPRN - 010014000863)

Mr Geoff Philpott

(Focus EDL Ltd)

APPROVED

PDE/MAL/15/00624 Cold Norton

Single storey rear extension with flat roof & parapet walls (eaves height not to exceed 3m or match existing eaves of existing dwelling) which would extend beyond the rear wall of the original house by 5.515m, height to the eaves would be 2.9m and the maximum height would be 3.89m.

33 Latchingdon Road Cold Norton Essex CM3 6JG

(UPRN - 100090555245)

Mr & Mrs A Smith

PRIOR APPROVAL IS NOT REQUIRED

HOUSE/MAL/15/00523 Cold Norton

Single storey rear extension plus second storey rear dormer extension and 2 front dormers & re clad of existing building

45 Latchingdon Road Cold Norton Essex CM3 6JG

(UPRN - 100090555261)

Mr Colin Kerry

APPROVED

411. **Local Development Plan:** nothing to report
412. **Klenya, Latchingdon Road, Cold Norton - boundary fence:** nothing to report
413. **Hillsborough 42 Latchingdon Road - unauthorised outbuilding and access:** nothing to report
414. **MDC Community Infrastructure Levy Charging Schedule -** in abeyance pending LDP outcome
415. **Affordable Housing -** in abeyance pending LDP outcome
416. **AGR/MAL/14/00210 Land at corner of St Stephens Road and Fambridge Road.** Result of appeal awaited.
417. **Vehicle accesses along St Stephens Road:** Members were advised that ECC Highways will be writing to the landowners regarding construction of accesses without permission of the highway authority, but that it is unlikely that retrospective applications would be refused providing they comply with ECC Highways requirements. Noted
418. **Old Fire Station Site – hoarding:** nothing to report
419. **14 Green Trees Avenue:** nothing to report
420. **Cherry Blossom Lane:** applying to Land Registry for clarification.
ACTION: CLERK
421. **Highbury Manor: now known as Oakwood Manor;** planning application now received and considered. Minutes No.399 applies
422. **Cold Norton Parish Council's Planning Policy –** Review being undertaken by Cllrs to be brought back to a future meeting
423. **Proposed Solar Farms West of Hackmans Lane:** at the meeting Members were given a copy letter and information sheet from the developer. Members discussed and agreed that the Parish Council would accept the community benefit offer proposed by Lightsource to be used toward a project or projects to benefit the local community as agreed by the Parish Council.
Clerk to advise accordingly.
ACTION: CLERK
424. **Chelmsford City Council email received 28th July 2015: Consultation on Chelmsford Local Plan Sustainability Appraisal Scoping Report and the Non-Technical Summary (response needed by 11th September 2015).** Members been supplied with copy letter and agreed that the Parish Council would not submit any comments.
425. **Maldon District Council email received 5th August 2015: MDC Five Year Housing Land Supply.** Members had been supplied with a copy. Noted.

426. **MDC letter dated 5th August 2015: Maldon District Conservation & Design Awards 2015:**
Members did not wish to nominate any projects.
427. **MDC letter dated 17th August 2015: Development Plan Document consultation for Rural Housing Allocations, Rural Employment Allocations and District Travellers Allocations:**
Members had been supplied with a copy and advised that a response needed by 31st October 2015. It was agreed that each Member would complete and bring to the next meeting for a CNPC response to be agreed. **ACTION: ALL MEMBERS**
428. **Planning Appeal received by Planning Inspectorate: Glenalmond, 17 Hackmans Lane, Cold Norton. Application Ref No: HOUSE/MAL/15/00251. Appeal Ref No: APP/X/1545/W/15/3132358. Description of development: temporary siting of a mobile home to be used as annexe for up to two years.** Members were advised of this appeal.
429. **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.)

Mr Litscher advised Members that the Brownstock Music Festival had been successful and that there had been no negative elements in respect of noise pollution etc. for Cold Norton - MDC to be advised accordingly. **ACTION: CLERK**
430. **DATES OF FUTURE MEETINGS:** provisionally scheduled for 2015:
Wednesdays 7th October, 4th November and 2nd December.
431. **EXCLUSION OF PRESS & PUBLIC**
In accordance with S.1 of the Public Bodies (Admission to Meetings) Act 1960 to resolve that in view of the nature of the business to be discussed it is in the opinion of the Committee advisable that the Public and Press be excluded and they were instructed to withdraw
- All Members of the Public then left the meeting
432. **VACANCY ON PARISH COUNCIL: one vacancy:** Members discussed and then agreed unanimously to co-opt Mr Brian Haydon to the Parish Council

There being no further business the meeting was closed at 9.20pm

Chairman.....

Date.....