

COLD NORTON PARISH COUNCIL

MINUTES OF THE MONTHLY MEETING OF THE PARISH COUNCIL HELD ON WEDNESDAY 4TH SEPTEMBER 2013 IN THE NORTON ROOM OF THE VILLAGE HALL

THOSE PRESENT:

Councillors:

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

In attendance: Ms S. White (District Councillor) - part
Mrs M. Dyer (Parish Clerk)

- 271. APOLOGIES FOR ABSENCE:** apologies were received and accepted from Mr Wakeling, Mr Archer, Mrs Jennings and County Cllr Mrs Channer.
- 272. 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.

Mrs Garnham declared an interest in the Allotments as an allotment holder.

Clerk advised that the Monitoring Officer would be approached to clarify position regarding adding to the dispensations already agreed in respect of the Allotments and the Village Hall.

ACTION: CLERK

- 273. MINUTES OF THE ORDINARY MEETING of the Parish Council** held on Wednesday 3rd July 2013 and the EXTRAORDINARY MEETINGS held on Wednesday 19th June and Wednesday 31st July 2013 were all approved as correct and signed accordingly.

FINANCE

Approval of Payments

- 274.** Sue Lees Consultancy to maintenance fee for September 2013 (advance monthly maintenance fee) (NB fee to get current site up to date will be advised on receipt of all data). Invoice No.0001284 dated 8th August 2013 £30.00. Cheque No.1218
- 275.** Roy Wiseman to village caretaker work 4th July to 31st July 2013. Invoice dated 31st July 2013 £72.50. Cheque No.1219
- 276.** Maldon District Council to grass cutting 1st April to 30th June 2013 Invoice No.COL58770328 dated 1st August 2013. £1,068.61 (£890.51). Cheque No.1229
- 277.** Cold Norton Parochial Church Council to use of The Beacon for Parish Council Reports to 30th March 2014. Invoice dated 23rd August 2013 £160.55. Cheque No.1221
- 278.** Cold Norton Parochial Church Council to A5 insert 'Faster Broadband' in September 2013 issue of The Beacon Invoice dated 23rd August 2013 £10.00. Cheque No.1221
- 279.** Mr C. Litscher to reimbursement reference purchase of strimmer from Jack Stock/Essex Fencing. Invoice No.1731 dated 16th August 2013 £199.00 (£165.84 net). Cheque No.1222.
- 280.** BT to village hall pay phone Invoice No.Q052ZI dated 13th August 2013 £40.95 (£34.12 net). Cheque No.1223
- 281.** Maria Dyer office expenses £46.80. Cheque No.1224
- 282.** E-on to electricity for street lights June 2013 Invoice No.HEBEC238A dated 2nd July 2013. £45.34 (£43.18 net) taken by direct debit on 12th July 2013.

283. E-on to electricity for street lights July 2013 Invoice No.HEDF5BFA2 dated 2nd August 2013. £46.85 (£44.62 net) taken by direct debit on 12th August 2013.
284. PWLB to three loans £1,745.28 taken by direct debit on 20th September 2013.
285. Roy Wiseman to village caretaker work 5th August to 20th August 2013. Invoice dated 20th August 2013 £ 76.13. Cheque No.1219.
286. PH Cote Ltd to street lightening maintenance to two lights (£90.75) and replacement head £227.57 - £207.57 allowed for in previous budget/precept). Invoice No.16607-27697 dated 2nd September 2013. £381.98 (£318.32 net). Cheque No.1227
287. HM Customs & Excise Tax/NI to 5th October 2013 £8.80. Cheque No.1226
288. AA Windsor to repairs to playground (damaged tarmac in skate park area, to fix bolt on side of slide, to creation of French drain and associated works at entrance to enclosed play area and replacement of legs to two wooden swing bridges and associated works). Invoice dated 4th September 2013 £1097.00. Cheque No.1228.

289. **Financial Statement**
Current balances:

Barclays 10 Day Notice as at 10th April 2013*	£	559.76
Santander as at 2nd August 2013	£	<u>29,425.68</u>
	£	29,985.44

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

290. **Appeal from Essex Air Ambulance:** Members considered a request dated August 2013 from the Essex Ambulance for financial support towards operational costs and agreed that £100 should be donated to this Charity.
291. **2013/14 National Salary Awards:** Members had been advised when the precept was being calculated that NALC was negotiating a 2% increase with the National Joint Council for Local Government Services, but that the agreement was reached in July 2013 was for just a 1% increase starting from April 2013 - for Cold Norton this equates to £5.77 per month. Last increase was April 2009. Noted by Members.
292. **Local Council Tax Support (LCTS) – Consultation for 2014-15 Scheme:** Members had been supplied with details of this consultation and advised that the consultation closes 29th September 2013. Members agreed that a response would not be submitted by the Parish Council, but that Members would respond as individuals if they wished to do so.

PLANNING

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

FUL/MAL/13/00695 Land between Koombora and Mansfield, Victoria Road, Cold Norton.

Erection of 2 x three bedroom dwellings and change of land use to C3 Week No.32 dated 9th August 2013:

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:

- This land is not zoned for recreational use, it is agricultural land
- It is outside the development boundary
- The site is a long way from village facilities

HOUSE/MAL/13/00703 PP-02793790 Hillsborough, 42 Latchingdon Road, Cold Norton. Two storey side extension and roof alterations to form rear dormer and front dormer. Week No.32 dated 9th August 2013:

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:

- Excessive bulk and scale of the proposed extension and alterations
- This is an augmentation of the 2009 application (FUL/MAL/09/00521) which was refused on appeal (APP/X1545/D/09/2112578)
- It is a very poor design

HOUSE/MAL/13/00715 Tamina, 1 Latchingdon Road, Cold Norton. Detached carport and boundary wall and railings. Week No.32 dated 9th August 2013:

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

FUL/MAL/13/00727 Blue Farm, Hagg Hill, Cold Norton. Extend time limit for implementation of existing dwelling with replacement dwelling (FUL/MAL/10/00488). Week No.32 dated 9th August 2013:

Cold Norton Parish Council has NO OBJECTIONS to the time limit being extended for the above application.

OUT/MAL/13/00753 PP-02824452 Toad Hall, Station Road, Cold Norton. Demolition of existing outbuildings and construction of a new dwelling. Week No.35 dated 30th August 2013:

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 reason for this recommendation is:

- It is outside the development boundary

294. MDC Planning Workshops (Only for Town, Parish and District Cllrs): No Members available to attend. Clerk has advised MDC. Noted.

295. Maldon District Council Local Development Plan. Consultation Period 28th August 2013 to 14th October 2013. Members had been supplied with copy of the leaflet and copy of questionnaire. Full consultation document was sent to Members by e-mail. Members had been advised that the Clerk was holding two hard copies of the full document, one to pass amongst the Members and the other to show residents that may contact the Clerk to view the document. At the meeting the Members were given a copy of a letter received from Great Braxted PC relating to Policy H6 Provision for Gypsy and Travellers in the consultation document (Clerk had attached a copy of this section to the copy letter supplied to Members). It was agreed that all Members would review the Plan and forward their views to the Chairman who would collate these responses for discussion at the October meeting at which the Parish Council response to MDC would be discussed and agreed.

ACTION: ALL MEMBERS

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

FUL/MAL/13/00284 Cold Norton

Application for a new dwelling, open carport, garden store and access
Land Rear of Imps Camp Purleigh Grove Cold Norton Essex

(UPRN - 010013998259)

Mr & Mrs Kirk

REFUSED

FUL/MAL/13/00424 Cold Norton

Change of use of redundant former agricultural building to B1 use.
Great Canney Farm Hackmans Lane Purleigh Essex
(UPRN - 100091256744)
Mr Graham Stripe **APPROVED**

FUL/MAL/13/00477 Cold Norton

Variation on Condition 3 of approved application FUL/MAL/11/00741 (One 4 bed bungalow with basement and one 5 bed bungalow with basement) - convert bungalows to one dwelling which shall be retained until one month following the completion of the new second property on the site
1 White Acres Crown Road Cold Norton Essex
(UPRN - 100091256511)
Mr Stewart Rivers **APPROVED**

FUL/MAL/13/00505 Cold Norton

Demolition of former joinery workshop and erection of detached two storey dwelling
Thistledown Latchingdon Road Cold Norton Essex
(UPRN - 100091256857)
Mr & Mrs Surridge **APPROVED**

HOUSE/MAL/13/00548 Cold Norton

Demolish existing garage, erect new one and a half storey side extension and new single detached garage.
3 Latchingdon Road Cold Norton Essex CM3 6JG
(UPRN - 100091446525)
Mr S Auckland **APPROVED**

WTPO/MAL/13/00533 Cold Norton

TPO 15/96 T7 (T1 on App) Ash - Fell and replace.
11 St Stephens Road Cold Norton Essex CM3 6JE
(UPRN - 100090555799)
Mrs Kennedy **APPROVED**

HOUSE/MAL/13/00561 Cold Norton

Proposed part-single, part two-storey rear extension to main dwelling.
Little Canneys Stow Road Purleigh Essex
(UPRN - 100091446664)
Mr Mike Everett **APPROVED**

HOUSE/MAL/13/00598 Cold Norton

New detached garage at front of house and extension to front of the existing attached garage, including conversion of the existing garage to provide a habitable room.
Bridge House 20 Ferris Avenue Cold Norton Essex
(UPRN - 100090554771)
Mr Tony Draper **REFUSED**

297. **Planning Inspectorate Costs Decision in relation to Appeal Ref: APP/X1545/A/13/2194280 by Mr & Mrs Jenkins, Site at Little Cooks Farm, Lower Burnham Road, Cold Norton:** awards of costs refused. Members had been supplied with copy of decision. Noted by Members.
298. **Kenya, Latchingdon Road, Cold Norton – boundary fence over 1 metre high erected on the front boundary adjacent to a highway:** Members had been copied with letter confirming that an investigation by the Planning Enforcement had commenced. Noted by Members.

HIGHWAYS AND ROAD SAFETY

299. **Surface water issues on Latchingdon Road adjacent to bridge:** awaiting details of works carried out by ECC Highways
300. **Surface water issue by junction of Stow Road and Hagg Hill –** waiting response
301. **Station Crescent: drain and damage to road –** reported to Highways/inspection has taken place. Waiting for update.

302. **Overgrown vegetation from bridge to Country Produce and to Palepit Roundabout and renewal of footway surface:** Members had been reminded that Highways Rangers were to undertake clearing vegetation, but that renewal of footway surface would not put be forward for a reconstruction scheme, but will be inspected every 3 months by Highways. Members advised that some clearance has taken place and following correspondence with Cold Norton Community Land Consortium they had now trimmed back their vegetation. Copies of all communication with the Consortium had been supplied to Members. Noted by Members.
303. **St Stephens Road (Fambridge Road end) – reinstatement of edge of carriageway Ref 2208812**
Members had been reminded that Highways had reported that “*The KERB DEFECT at ST STEPHENS ROAD, MALDON has been assessed and the hazard has either been resolved or does not meet our investigatory levels.*” and that the Clerk had requested more information.
304. **Maldon District Local Highways Panel:** No response yet re school railings. Members had been supplied with minutes from last Highways Panel meeting held in June 2013 and details of work programme etc. Noted by Members.
305. **Unauthorised Parking on Private land:** In relation to the issue in Howe Green Road in August, the Clerk had supplied Members with a copy of NALC Legal Topic Note LTN19 dated August 2013 concerning this subject. Noted by Members.
306. **Parking on pavement in St Stephens Road:** Members were advised that this is now occurring outside school times and that the Police are aware and monitoring. Noted by Members.

With Members’ permission the agenda item re District Councillor’s Report was brought forward as Cllr Ms White had another meeting to attend.

307. **DISTRICT COUNCILLOR’S REPORT:** District Cllr Ms White gave Members updates re the LDP, benefit fraud and reminded members of the Heritage Open Days in September.

District Cllr Ms White then left the meeting.

VILLAGE HALL

308. **Report from Parish Council Representatives:** nothing to report, next meeting of VHMC scheduled for 9th September 2013.
309. **Storage of village documents/photographs:** Mrs Garnham organising.

POLICE MATTERS/ANTI-SOCIAL BEHAVIOUR

310. **Neighbourhood Policing:** copy of the latest report received by the Clerk on 27th July 2013 had been e-mailed to Members. Noted
311. **Public Meetings with the Police & Crime Commissioner/Rural Crime Forum:** Members had been supplied with a calendar of meetings to December 2013. Noted by Members.
312. **COUNTY COUNCILLOR REPORT:** not available

OPEN SPACES

313. **Cowpiece Nature Reserve:** some cutting required on path. Clerk to advise Village Caretaker.
ACTION: CLERK

314. Playing Field: Members had been advised/reminded that:

Improvement to skate ramps – nothing further to report

Football – Second shed has now been installed. Awaiting details of new season start date.

Pre School outdoor play area – Signage inside hall and external sign to combine usage and acknowledgement to grant funders – still to be actioned.

Playground inspection 2013: order placed with AA Windsor to undertake replacement legs to wooden bridges, bolt on slide and drainage outside enclosed play area. Mr Wiseman undertaking other jobs, some materials/parts to be purchased. Re the bark in the enclosed area Mr Wiseman has 'redistributed' it around the enclosed play area – may need to purchase more – TBA. Poplar trees/new flooring – TBA.

Mound slide – Mr Wiseman still to install additional panels between top step and slide platform area.

Nets for the basketball/netball posts – order to be placed/lines still to be reinstated.

Fields in Trust – application being processed, delay due to trying to location of title deeds re playing field.

Pre School summer camp out took place over weekend of Friday 5th and Saturday 6th July. Report received to say that: *"The camp went well and was enjoyed by everyone. 10 tents on Friday evening; 17 tents on Saturday evening (8 out of 10 families stayed for both nights)."* Pre School made £125 for their funds, after covering VH charge for use of toilets.

Essex Playing Fields – Best Kept Playing Field Competition 2013 - entry form has been submitted.

315. 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: cut grass around the VH gas tank and bench in St Stephens Road, weeded and raked out the bark in the enclosed children's play area, trimmed back trees by the village hall. Plus cut back trees and weeded at VH. Litter pick St Stephens Road bridge to Church. Trimmed back trees to fence line at VH/car park and swept car park.

316. Allotments: Mrs Garnham had already declared an interest as she is an allotment holder. Formal agreement for holders being considered by Mr Wakeling, Mr Litscher has passed on his comments.

Clerk has visited the allotments and met with Sue Kielty re the possible site for the orchard – it is believed that this land is Housing Association land – to be clarified. But please note this is not a project that the current allotment holders are able to take on. Noted by Members.

317. Notice Board near Charter Cottages: Members had been advised that the Clerk is waiting to hear from the Housing Association re collection/delivery of PC header from the redundant notice board. Members agreed that the Clerk should only pursue this issue one more time with the Housing Association and if the header was not supplied to take the item off the agenda.

PUBLIC RIGHTS OF WAY

318. Footpaths Map: Members had been advised that a copy had been delivered to each home in village in July and that all comments received have been very favourable. Noted by Members.

319. Purleigh Byway 32 (Howe Green Road): in process of being downgraded to a bridleway ECC Legal Department processing. Nothing further to report

320. Footpath 28: Proposed Reduction in Width: will not proceed until drainage problems are resolved Halt in process confirmed by ECC. PRow has with volunteers have successfully cleared this path, waiting for report re Agricultural Land Tribunal works.

321. **P4:** being researched. Mr. Wakeling had now supplied to the Clerk outline of the proposed project to be included in the expression of interest form. **ACTION: CLERK**
322. **Footpath 20 (Crown Road):** Members had been advised that the gate at entrance needs rehangng (advised by a resident) and had been reported to Highways. **ACTION: CLERK**
323. **EMERGENCY PLANNING/PROCEDURES:** awaiting details of possible further training

TRAINING/CONFERENCES/MEETINGS

324. **The 2013 Think Local Business Showcase: Friday 13th September 7.30am to 4pm at Three Rivers:** Members had been supplied with details.
325. **Dengie Hundred Bus Users Group (DHBUG): Wednesday 18th September 2013 12.45pm at Burnham Town Council Offices:** Members had been supplied with details.
326. **Dengie Hundred Group of Parish Councils: Wednesday 18th September 2013 7.30pm in Cold Norton Village Hall:** Members had been supplied with details. Clerk will attend. Members to advise availability. **ACTION: MEMBERS**
327. **EALC/ECC Making the Links & EALC AGM: Thursday 26th September 2013 2.30pm for Making the Links & 7pm for AGM at Foakes Hall, Great Dunmow.** Members had been supplied with agenda and advised that Clerk was copies of accounts etc. . Members to advise availability. **ACTION: MEMBERS**
328. **Autumn Parish Transport Meeting: Maldon meeting is on Thursday 3rd October 2013 2pm Carmelite House, Maldon:** Professor Barclay hope to be able to attend. **ACTION: PROF BARCLAY**
329. **Town/Parish Council Reception: Friday 4th October 2013 7pm to 9pm at Museum of Power:** Details had been supplied to Members. Mr Rivers to attend. **ACTION: CLERK/MR RIVERS**

CORRESPONDENCE

330. **NALC Chief Executive's Report dated 2nd July 2013:** copy had been supplied to members. Noted.
331. **ECC Broadband:** Members had been supplied with copy of the briefing note dated 15th August 2013 on contract award. Members commented that in regards to the maps Cold Norton did not appear to have been fared very well in terms of responses and would appear not to be included in the first phase roil-out (maps did not include names of villages). Clerk to clarify. **ACTION: CLERK**
332. **Essex Village of the Year 2013. Cold Norton received a Merit Award:** Members had been supplied with details of all winners. Noted.
333. **Essex Fire & Rescue e-mail dated 16th July 2013.** Members had been supplied with copy e-mail offering free home fire safety visits to residents and requesting details of community groups whose members may benefit from fire safety visits. Noted. **ACTION CLERK**
334. **MDC Events Equipment Disposal letter dated 19th August 2013:** details had been supplied to Members – nothing of interest to CNPC.
335. **MDC Draft Licensing Policy 2014.** Members had been supplied with details and advised that the consultation closes 31st October 2013. Members requested this be deferred to the October meeting. **ACTION: CLERK**

336. **THE NORTON:** Members were advised that the additional monies required had been raised and that an AGM had been called. Noted by Members.
337. **WINTER SALT BAG SCHEME:** Members had been advised that CNPC had 'joined' scheme for 2013/14 and now awaiting delivery of salt. Noted by Members.
338. **STANDING ORDERS:** Members had been reminded that as agreed review of Standing Orders would await publication of NALC's 2nd edition (Autumn 2013).
339. **WW1 Centenary:** Members had been advised of the possibility of a combined village event with Stow Maries and Stow Maries Aerodrome. At the meeting whilst there was interest in such an event, it was felt that as there are already plans for three major events in Cold Norton in 2014, namely Cold Norton Village School's Centenary, Pre School Event in May and a major VHMC Event in June. As the Stow Maries Aerodrome did not commence operations until 1916 it was suggested that 2016 could be considered as an appropriate year to hold an event.
340. **COLD NORTON WEB SITE:** Clerk working with new web master to bring current format up to date. Quotes needed for new format. Noted by Members
341. **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.)
- Remembrance Sunday 10th November service at Church will be at 10am. Wreath with CNPC logo is ready, Clerk to collect. Mr Rivers to check availability **ACTION: MR RIVERS**
- Clerk advised receipt of an anonymous letter relating to the railway track. Members advised that anonymous letters cannot be processed.
- Clerk advised Members that there is a change to the MDC Monitoring Officer: from 1st September 2013 to 31st March 2014 the interim Monitoring Officer will be Mr Peter Wyatt

DATES OF FUTURE MEETINGS

Provisionally scheduled for 2013: Wednesdays: 2nd October, 6th November and 4th December.

There being no further business the meeting was closed at 9.30pm

Chairman.....

Date.....