

COLD NORTON PARISH COUNCIL

MINUTES OF THE MONTHLY MEETING OF THE PARISH COUNCIL HELD ON WEDNESDAY 5TH MARCH 2014 IN THE NORTON ROOM OF THE VILLAGE HALL

THOSE PRESENT:

Councillors:

Professor L Barclay (Vice Chairman)
Mr J. Archer
Mrs S Garnham
Mr P Wakeling

In attendance: District Cllr Ms S White
Mrs M. Dyer (Parish Clerk)
Plus 1 Member of the Public (Mr Keith Drewitt)

674. APOLOGIES FOR ABSENCE: apologies were received and accepted from Mr S. Rivers (Chairman), Mr C. Litscher, Mrs V Jennings and County Cllr Mrs P Channer.

675. Declaration of Interest: 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. Professor Barclay declared an interest in the planning application relating to 10 St Stephens Road as this is a neighbouring property.

676. MINUTES OF THE ORDINARY MEETING of the Parish Council held on Wednesday 5th February 2014 were approved as correct and signed accordingly.

FINANCE

Approval of Payments

- 677.** Sue Lees Consultancy to maintenance fee for March 2014 (advance monthly maintenance fee) Invoice No.0001515 dated 8th February 2014 £30.00. Cheque 1268
- 678.** Roy Wiseman to village caretaker work invoice dated 19th February 2014 £36.25. Cheque No.1269
- 679.** BT to VH phone Invoice No.Q0546D dated 12th February 2014 £40.47 (£33.72 net). Cheque No.1270
- 680.** Maldon District Council to grass cutting October to December 2013 Invoice No.COL58671093 dated 4th February 2014 £125.20 (£104.33 net). Cheque No.1271
- 681.** Cold Norton VHMC to hall hire November 2013 to January 2014 Invoice dated 10th February 2014 6 hours @ £6 per hour £36.00. Cheque No.1272
- 682.** Maria Dyer office expenses £20.19. Cheque No.1273
- 683.** E-on to electricity for street lights January 2014 Invoice No.HF9722EE7 dated 1st February 2014 £46.85 (£44.62 net) will be taken by direct debit on 11th February 2014.
- 684.** PWLB to two loans £1,493.45 will be taken by direct debit on 20th March 2014
- 685.** HM Customs & Excise Tax/Ni to 5th April 2014 £5.40. Cheque No.1274
- 686.** PH Coote to replace light fitting on street light No.16 as approved minute No.546 8th January 2014 Invoice No.16709-26561 dated 5th March 2014 £354.08 (£295.07 net). Cheque No.1275

687. Financial Statement
Current balances:

Barclays 10 Day Notice as at 10 th April 2013*	£	559.76
Santander as at 3 rd February 2014	£	<u>17,826.72</u>
	£	18,386.48

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

688. Cold Norton Parish Council Insurance Policy Review: deferred to next meeting.

689. Maldon District Council Grounds Maintenance: Members had been advised that MDC had notified the Clerk that the annual RPIX figure for January 2014 was quoted by the Government at 2.9% - this therefore was the increase proposed by MDC for the year starting in April 2014 as per agreement. Members agreed. Clerk to confirm continuation of contract with MDC.

ACTION: CLERK

PLANNING

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

HOUSE/MAL/14/00052 Tamina, 1 Latchingdon Road. Detached carport and boundary wall and railings. Week No.5 dated 31st January 2014:

Apologies that this response is past the requested date, but as advised on 2nd February 2014, the application was received after the agenda for the Parish Council's February meeting on 5th February had been issued. I was unable to convene an extraordinary meeting due to my Councillors' other commitments. The application was therefore considered at the March meeting held last night.

My Councillors would very much appreciate the view expressed below being taken into account, but appreciate that there are time constraints that apply within the planning process.

Cold Norton Parish Council has NO OBJECTIONS to the works proposed within the above application, subject to the installation of appropriate landscaping to 'breakdown the harsh lines' of the build as this is a sensitive site at the gateway to the village.

HOUSE/MAL/14/01181 PP-03097301 Ashmead Lodge, 41 Stow Road. Replace existing fences with red brick walls and piers. Week No.7 dated 14th February 2014:

Cold Norton Parish Council has NO OBJECTIONS to the works proposed within the above application, and understands that the existing hedge is to be retained as declared in the application form.

Mr Wakeling was voted in by Members to Chair the meeting for the next planning application as Professor Barclay had declared an interest in this as it related to the property next door to his. Professor Barclay did not take part in discussion or the decision taken.

HOUSE/MAL/14/00089 10 St Stephens Road. Two storey side extensions. Replacement garage. Remodel front elevation and new porch. New side conservatory. Replacement windows. Week No.9 dated 28th February 2014:

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

Professor Barclay then resumed his role Chairing the meeting.

HOUSE/MAL/14/00151 Farthingale Farm, Hackmans Lane. Modification of roof to existing building to include an enlarged first floor complete with rear dormer and balcony. Week No.9 dated 28th February 2014:

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

FOR INFORMATION ONLY: NMA/MAL/14/00144 6A St Stephens Road. Application for non material amendment following grant of planning permission HOUSE/MAL/13/00031 (To part demolish side garage/store, erect single storey side and rear extension and detached garage). To increase the depth and height of the proposed detached garage. To amend plans and elevations to suit the internal layout changes. Noted by Members.

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

WTPO/MAL/13/00990 Cold Norton

TPO 15/96 T28 (T1 on application) Oak - Reduce crown adjacent to house, by 1.5m, to balance & shape. Remove deadwood and prune to clear overhead cables. T29 (T2 on App) Oak - Crown lift to 5m over the highway and prune to clear overhead cables.

34 St Stephens Road Cold Norton Essex CM3 6JE

(UPRN - 100090555825)

Mr T Potter

APPROVED

FUL/MAL/13/01117 Cold Norton

Erection of 1 No. three bedroom home. Change of land use to C3.

Land between Koombora and Mansfield Victoria Road Cold Norton Essex

(UPRN - 010013998579)

Mr Jo Scarrot & Marno **REFUSED**

FUL/MAL/13/01118 Cold Norton

Application for a new dwelling, open carport/garden store and access

Land Rear of Impscamp Purleigh Grove Cold Norton Essex

(UPRN - 010013998259)

Mr & Mrs I Kirk

REFUSED

LDP/MAL/13/01143 Cold Norton

Claim for Certificate of Lawfulness: Proposed single storey side extension to existing dwelling house.

Little Canneys Stow Road Purleigh Essex

(UPRN - 100091446664)

Mr Mike Everett

APPROVED

692. **LBC/MAL/13/01043 and AGR/MAL/13/01132:** Members were advised that in relation to part of Minute No.618 5th February 2014 LBC/MAL/13/01043 De Laches 60 Latchingdon Road (extract from minute: *It was noted that LBC was granted on 16th January 2014 prior to the close date of 17th January 2014 given for the submission of any comments from CNPC and prior to 22nd January 2014 the close date for responses shown on one of the site notices*) and AGR/MAL/13/01132 Land South East Of 51 To 57 St Stephens Road (extract from minute: *Members were disappointed at this result and requested that the Clerk write to MDC to express concern re possible future activity at this site*) that letters had accordingly been sent to MDC. Noted by Members.

693. **Maldon District Council Pre Submission LDP:** Members had been referred to papers supplied for February meeting and requested to bring these to the meeting and supplied with papers from Professor Barclay re a forthcoming MDC Planning Committee meeting. Members then discussed the legality and soundness elements that are the basis on which comments can be made in relation to the pre Submission LDP. Following discussion It was agreed that Cold Norton Parish Council had concerns re 'soundness' of some elements, that Professor Barclay would prepare a draft of what had been discussed for Members to review and approve by email; Clerk will then submit the agreed response on the form supplied by MDC.

**ACTION: PROF BARCLAY/
CLERK**

694. **Maldon District Council Community Infrastructure Levy:** Members had been referred to papers supplied for February meeting and requested to bring these to the meeting. At the meeting Members discussed the proposed CIL and agreed the CNPC response for the Clerk to submit on the form supplied by MDC. In addition Members requested that the Clerk write to MDC stating that the PC should not have been asked questions that it was not in a position to answer.

ACTION: CLERK

With the agreement of Members it was agreed the agenda order be altered to permit District Cllr Ms White to give her report as she had another meeting to attend.

It was also agreed that in future the agenda order be amended so that District and County Cllr reports are at the beginning.

- 695. **District Councillor's Report:** Ms White advised Members that if the MDC LDP is considered 'sound' by the Government that it will be adopted within the year. Ms White also spoke briefly re Anglia Water and the problem with water improvements in North Fambridge and the Stow Maries planning application on the old garage site for housing. Re ditches and culverts Ms White advised that these will be cleared by order of ECC and that any known blocked ones should be reported to Ms White as ECC can force landowners to clear. Members were advised that ECC Youth Strategy is now to change from a paid service to a volunteer based service.
- 696. **Kenya, Latchingdon Road, Cold Norton – boundary fence** – nothing to report. Noted
- 697. **Hillsborough 42 Latchingdon Road:** unauthorised outbuilding and access – investigation by Planning Enforcement has commenced. Nothing to report. Noted
- 698. **NW Planning Committee:** Members were advised that Mr Rivers had attended the NW Planning Committee meeting at MDC on 3rd March at which three Planning Applications that CNPC had commented on, were considered, results: Cherry Blossom Lane – refused; De Laches – approved: Stow Maries garage site - approved

HIGHWAYS AND ROAD SAFETY

- 699. **Surface water issues on Latchingdon Road adjacent to bridge:** nothing to report
- 700. **Surface water issue by junction of Stow Road and Hagg Hill:** nothing to report
- 701. **Station Crescent: drain and damage to road:** nothing to report
- 702. **Overgrown vegetation from bridge to Country Produce and to Palepit Roundabout and renewal of footway surface:** nothing to report
- 703. **St Stephens Road (Fambridge Road end) – reinstatement of edge of carriageway:** nothing to report
- 704. **Footway outside School:** nothing to report
- 705. **Woodham Road:** some remedial work was carried out pre Christmas
- 706. **Green Trees Avenue:** nothing to report
- 707. **Speed Limit on Fambridge Road** (section from Pale Pit Roundabout to Lower Burnham Road): nothing to report
- 708. **Water on pavement near 48 Latchingdon Road:** nothing to report
- 709. **Pot hole on Hagg Hill previously repaired has returned:** nothing to report
- 710. **Latchingdon Road** (pot hole near Post Box/Old Post Office): marked out
- 711. **St Stephens Road** (collapsed drain/gulley outside No.18): nothing to report
- 712. **Palepit Roundabout and drain by Little Wood Place Fambridge Road (towards Maldon)** (blocked drain/surface water): nothing to report
- 713. **Hackmans Lane** (water leak on pavement just near Mr Brennan's place): nothing to report

- 714. **Latchingdon Road** (on footway opposite De Laches drive damage to footway) has been 'marked out' some time for attention, but is still to be repaired.
- 715. **St Stephens Road near school** (reported at meeting by a Member)
- 716. **Highways Panel:** Members had been supplied by email with minutes from last meeting held on 17th January 2014, plus details of one of the potential schemes being considered that affects Cold Norton. Noted.
- 717. **Cllr Rodney Bass:** Clerk was requested to write to Cllr Bass re the length of time it is taking for highways works to be actioned. **ACTION: CLERK**

Cllr Ms S White left the meeting at this point.

VILLAGE HALL

- 718. **Report from Village Hall Representative:** Mrs Garnham reported that finance continued to be a concern, that plans were in hand for the June fund raising event and that insurance fees for the VH were being reviewed
- 719. **Lunch Club for Elderly Residents:** coffee mornings being organised to raise money for the lunch club
- 720. **Parking at Village Hall:** being investigated
- 721. **Defibrillator:** nothing to report
- 722. **Essex Boys & Girls Club:** Members had been supplied with notes from the meeting held with EB&GC on 13th February 2014 and a follow up email from EB&GC. Mrs Garnham to consider proposals and to come back to a future meeting with a recommendation for the next step. **ACTION: MRS GARNHAM**
- 723. **Climate Energy/Solar panels:** nothing to report
- 724. **Toilets – renovation works:** Members had been supplied with quotation from the Architect following a site visit involving PC and VHMC representatives. Following discussion Clerk was requested to talk to the Architect re a fixed fee to the quotation stage, so that grant applications could be submitted. **ACTION: CLERK**
- 725. **POLICE MATTERS/ANTI-SOCIAL BEHAVIOUR:** copies of the latest report had been emailed to all Members earlier in the month. Noted
- 726. **COUNTY COUNCILLOR REPORT:** County Cllr Mrs Channer had emailed details of the Council Tax for the Clerk to read out: Changes: ECC 0%, Police approx 1.97%, MDC 1.85%) Noted.

OPEN SPACES

- 727. **Cowpiece Nature Reserve:** nothing to report
- 728. **Playing Field:** Members had been advised/reminded that:
Improvement to skate ramps – nothing further to report

Football – regular play has been interrupted by the inclement weather which has made play inadvisable on the pitch.

Pre School outdoor play area – Signage inside hall and external sign to combine usage and acknowledgement to grant funders – work in progress.

Works from Playground Inspection 2013/Poplar trees removal/new flooring/Mound slide – work in progress

Nets for the basketball/netball posts – order to be placed/lines still to be reinstated. Spoke to resident who kindly offered to reinstate lines and he hoped to do shortly.

Fields in Trust: nothing to report

Essex Playing Fields – Best Kept Playing Field Competition 2013 – certificates to be framed

Park Watch and Brimston Butterflies/Buckthorn Plants: nothing to report

Independent Playground Inspection will take place in April – organised by MDC fee as last year £55 – same company

729. 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 back hedge and fallen tree opposite De laches Latchingdon Road to make footway clear.

730. Allotments: oil leak report: being monitored.

PUBLIC RIGHTS OF WAY

731. Footpaths Map – Map side to be framed for installation at Village Hall.

732. Footpath 28 Proposed Reduction in Width: awaiting update

733. P4: All funds have been allocated – trying to establish if there is another grant source

734. Footpath 20 (Crown Road): gate moved to side to facilitate access; landowner will be reinstating gate ASAP. NB no livestock currently in adjacent fields

735. Footpaths 12/13 bridge brickwork: awaiting update

736. EMERGENCY PLANNING/PROCEDURES: awaiting details of possible further training

TRAINING/CONFERENCES/MEETINGS

737. Dengie Hundred Group of Parish Councils: last meeting held on 15th January 2014 attended by Professor Barclay and Mr Litscher. At the meeting Professor Barclay advised that nothing discussed was relevant to Cold Norton. Noted.

738. Passenger Transport Liaison Meetings: Members had been advised that the Spring Area Review Meeting scheduled for Thursday 27th February 2014 had been cancelled; Spring Parish Transport Meeting will be on Thursday 5th June 2014. Noted.

739. ECC Choral Evensong Sunday 30th March 2014 6pm at Chelmsford Cathedral: Members had been reminded that the Chairman Mr Rivers is unable to attend, and advised that the invitation had been forwarded to other Members – awaiting response.

740. EALC Workshop The Code of Conduct for Councillors: Thursday 20th March 2014. Details had been supplied to Members. No one available to attend.

741. **EALC Insurance Workshop:** Wednesday 23rd April 2014. Details had been supplied to Members. Mrs Garnham to check and advise clerk. **ACTION: MRS GARNHAM**
742. **Community Energy Seminar:** Tuesday 25th March 2014. Members had been supplied with details and advised that there is no charge for attendance. Mrs Garnham to discuss with VHMC. **ACTION: MRS GARNHAM**

CORRESPONDENCE

743. **SE Essex Organic Gardeners:** Members had been supplied with a request from this organisation to consider their petition "Safeguard our Soils". Members did not feel it could formally sign this at this point. Clerk to respond accordingly. **ACTION: CLERK**
744. **UK Power Networks Council's Newsletter:** Members had been supplied with a copy and requested that the Clerk liaise with Editor re inclusion of a report from UK Power in The Beacon. **ACTION: CLERK**
745. **Essex Playing Fields Competition 2014:** Members agreed to enter this at a fee of £10. **ACTION: CLERK**
746. **2014 Essex Village of the Year and Best Kept Village Competition:** Clerk to supply past entries to Mr Wakeling to consider CN entry. **ACTION: CLERK/
MR WAKELING**
747. **THE NORTON:** Members were advised that a letter had been sent to MDC as requested (minute No.617 February 2014) re compliance of UU. Noted.
748. **WINTER SALT BAG SCHEME:** Clerk updated Members re situation if ECC decides to continue this scheme for winter 2014/15 and advised that if kept correctly the bags containing salt should remain intact for 2/3 years. Clerk to advise Mr Litscher and Members of the CN Salt Team accordingly. **ACTION: CLERK**
749. **STANDING ORDERS:** revised version had been emailed to Members and Members had been advised that there was one element to be agreed prior to adoption. Members deferred the matter to a future meeting.
750. **STOW MARIES AERODROME:** Members were supplied with an email from the new Trustees requesting CNPC support for their CIF grant application for a secure hangar. Members agreed, Clerk to write accordingly. **ACTION: CLERK**
Members considered a request for the Chairman of the new Trustees to make a presentation and agreed that if available the Chairman be invited to give his presentation at the APM. **ACTION: CLERK**
751. **COLD NORTON WEB SITE:** work in progress
752. **ANNUAL PARISH MEETING WEDNESDAY 9TH APRIL 2014:** Members had been advised that County Cllr Mrs Channer had advised she would attend, but that the Clerk was still to hear back from District Cllr Ms White. Local PC Sam Pateman will not be available - copy e-mail had been supplied to Members; Clerk would now approach Sergeant Phil Morley to see if he can attend. Members also requested that Clerk approach the Chief Constable. Members had been advised that the main hall at the Village Hall had been booked, but that the Clerk had now been advised that the floor in the main hall is being varnished so is now not available. Rather than change the date or look for an alternative venue the Members agreed to use The Norton Room. **ACTION: CLERK**

753. 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.)

Clerk advised that re the 'Villager of the Year' the shield was still to be collected for engraving for this year's winner.

Clerk read out a complaint re dog waste outside the school and advised steps being taken. Mr Wakeling suggested that details of the large banner used in Scotland outside schools be forwarded again to the school for consideration in highlighting this problem. **ACTION: CLERK**

Clerk advised that the details of the order re reduction in speed limit for Stow Maries had been received.

754. DATES OF FUTURE MEETINGS

Scheduled for 2014: Wednesday 2nd April; Provisionally scheduled: Wednesdays 7th May (and AGM), 4th June, 2nd July, 3rd September, 1st October, 5th November, 3rd December.

There being no further business the meeting was closed at 9.45pm

Chairman.....

Date.....