

# COLD NORTON PARISH COUNCIL

## MINUTES OF THE MONTHLY MEETING OF THE PARISH COUNCIL HELD ON WEDNESDAY 7<sup>TH</sup> MARCH 2012 IN THE NORTON ROOM OF THE VILLAGE HALL

### THOSE PRESENT:

### Councillors:

Mr J. Archer  
Professor L. Barclay (Vice Chairman)  
Mrs S Garnham  
Mrs V. Jennings  
Mr C Litscher  
Mr S. Rivers  
Mr P Wakeling (Chairman)

**In attendance:** Mrs M. Dyer (Parish Clerk)  
Four Members of the Public

**504. APOLOGIES FOR ABSENCE:** apologies were received and accepted from District Councillor Ms S White.

**505. 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 agenda item relating to allotments as Mrs Garnham is an allotment holder. Professor Barclay declared an interest in one of the planning appeal decisions as it related to a tree on his property.

**506. MINUTES OF THE ORDINARY MEETING of the Parish Council** held on Wednesday 8<sup>th</sup> February 2012 were approved as correct and signed accordingly.

### FINANCE

#### Approval of Payments

- 507.** Mr R. Wiseman to village caretaker work 27<sup>th</sup> January to 23<sup>rd</sup> February 2012 £72.50 Cheque No.1068  
**508.** E-on Energy Street lighting for January 2012 Invoice No. HC9FF65E1 dated 03.02.12 £45.97 (£43.78 net) taken by direct debit on 13.02.12.  
**509.** BT Payphone at Village Hall Invoice No.Q0469D dated 13.02.12 £48.69 (£41.82 net) Cheque No.1069  
**510.** Directa (UK) Limited to signs (2 x VH car park, 1 x playing field, 1 x 'Take Care/Slippery Surface' for VH car park, 1 x deep water sign for Cowpiece plus installation) £904.20 (£753.50 net) Cheque No.1070  
**511.** PWLB loan payments will be taken by direct debit on 20.03.12 £1,855.77  
**512.** Maria Dyer office expenses £33.73 Cheque No.1071  
**513.** HM Customs & Excise Tax/NI to 5<sup>th</sup> April 2012 £2.20 Cheque No.1072  
**514.** Mrs S. Garnham to maps from MDC for Beacon planning application £85 Cheque No.1066  
**515.** Maldon District Council to fee for Beacon planning application £85 Cheque No.1067  
**516.** EALC to Councillor Training Day 1 for S. Rivers Invoice No.1880 dated 06.03.12 £60 and Credit Note No.1882 dated 06.03.12 £10 (I was able to claim a small council bursary of £10 for this) £50 net. Cheque No.1073  
**517.** E-on Energy Street lighting for February 2012 Invoice No. HCC1B54EA dated 04.03.12 £45.97 (£43.78 net) will be taken by direct debit on 14.03.12.

#### 518. Financial Statement

##### Current balances:

Standard Life 10 Day Notice as at 17 <sup>th</sup> Feb 2012	£	552.16
Santander as at 2 <sup>nd</sup> March 2012	£	<u>26,001.95</u>
	£	26,554.11

**519. Grounds Maintenance Contract Renewal**

Members considered the above and as all were happy with the service it was agreed to renew the agreement with MDC for three years to end March 2015 with a 2% increase for the coming year (which is a reduction of 2% on the January RPIX figures) and the two following years the price would be adjusted by the RPIX figure.

**ACTION: CLERK**

**520. Standard Life Account**

Members had been supplied with copy letter dated February 2012 advising that Standard Life Savings Business Accounts are moving to Barclays. Noted by Members.

**PLANNING**

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

**FUL/MAL/11/01118 PP-01761540 Pensarn, Lower Burnham Road, Cold Norton.** Roof conversion, side extension and conservatory to bungalow (revised scheme) Week No.6 dated 10<sup>th</sup> February 2012:

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

**FUL/MAL/12/00030 Land adjacent Eastholme, Latchingdon Road, Purleigh.** Creation of a new vehicle crossing to provide access from Latchingdon Road to plots 5 & 7 for maintenance purposes. Week No 6 dated 10<sup>th</sup> February 2012.

Before the Councillors considered this application the meeting was closed to allow Members of the Public to speak and for Councillors to ask questions. The meeting was then reopened for Councillors to discuss the application. Then the meeting was closed for a second time for Members of the Public to speak again and for Councillors to ask further questions. The meeting was then reopened for the Councillors to discuss and make the decision as detailed below, which was a result of 4 Cllrs with no objections to the application subject to Highways approval, 2 Cllrs opposed to the application and 1 Cllr abstained from the decision:

Cold Norton Parish Council has NO OBJECTIONS to the works proposed within the above application, subject to Highways' approval of the arrangement.

**FUL/MAL/12/00119 Lower Burnham Road, Cold Norton.** The proposal seeks permanent road widening works for the purpose of facilitating access for abnormal load deliveries to the proposed wind farm at Turncole Farm. The new highway created will be fenced or similar to allow access to the abnormal loads only and not all traffic. The works will take place at the two road junctions between Lower Burnham Road and Fambridge Road near Cold Norton. The works will result in a change of use from residential and agricultural land to form new highway. (Resubmission of Previous Application FUL/MAL/11/00806). Week 9 dated 2<sup>nd</sup> March 2012:

The Members considered this application in conjunction with the previous failed application. As it was not possible to review the plans at the meeting as these had only been supplied in disc format It was agreed that Professor Barclay would review the disc to verify that what was on the disc was as the Members understood the new plans to be proposing. On that basis a response was agreed. Following the meeting Professor Barclay and Clerk liaised and the following response was submitted to MDC:

Cold Norton Parish Council OBJECTS to the works outlined within the above application because of the proposed fencing; the Parish Council preferred the proposal submitted in the previous application FUL/MAL/11/00806.

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

**FUL/MAL/11/00970 Cold Norton**

Change of use of part of an agricultural building to B8 storage and distribution  
Barn Farm Lower Burnham Road Cold Norton Essex  
(UPRN - 100091256897)

Mr M Lancaster

**APPROVED**

**RES/MAL/11/00832 Cold Norton**

Demolition of existing industrial units and erection of ten 3, 4 and 5 bedroom dwellings and associated parking (Submission of Reserved Matters following Outline Planning Permission OUT/MAL/09/00512)

Bardwells Yard Latchingdon Road Cold Norton Essex  
(UPRN - 100091650665)

Mr Steve Wheelhouse **APPROVED**

523. **Appeal Decision APP/TPO/X545/2020 12 St Stephens Road Cold Norton T1 Oak Remove.** **Appeal allowed.** Professor restated his interest. Members had been supplied with a copy of the appeal decision. Noted by Members.
524. **Trees T 16 & T 17 (of TPO 15/96) Ash Trees 29 St Stephens Road.** Members had been supplied with copy of the authorisation from the MDC Tree Officer to fell these two trees/instruction that replacement trees will have to be planted. Noted by Members.
525. **Appeal Decision APP/Z1585/C/11/2162125 Land near Palepit Farm, Latchingdon Road.** The decision was: *"The appeal was allowed on ground (g) and the enforcement notice was varied by the deletion of 1 and 2 months and the substitution of 8 months as the period from compliance with requirements b), c) and d). Subject to this variation the enforcement notice is upheld."* Members had been supplied with a copy of the full appeal decision. Noted by Members.
526. **Appeal Decision APP/Z1585/C/11/2162331 Land near Palepit Farm, Latchingdon Road.** Appeal decision: *"The appeal is dismissed and the enforcement notice is upheld."* Members had been supplied with a copy of the full decision. Noted by Members
527. **Cold Norton Primary School Planning Application:** continued use of a temporary class base until August 2017 – permission granted. Members had been supplied with a copy of the decision notice. Noted by Members.
528. **Neighbourhood Planning Training Sessions:** Members had been advised that Mr Litscher had attended the EALC/CPRE training day on 1<sup>st</sup> March 2012 and that Professor Barclay had attended the condensed version on 24<sup>th</sup> February 2012 and that reports on these sessions would be given later in the meeting – see minute No.562.
529. **Parish & Town Council Planning Workshops:** Members had been supplied with details of the next sessions of workshops all scheduled to be held in April in various locations. Members to check diaries and advise Clerk availability.  
**ACTION: ALL CLLRS/  
CLERK**
530. **Consultation on new Community Hospital and Proposal for St. Peters Hospital Site.** Members had been supplied with details. Noted by Members

The agenda order was altered as the Chair of Pre School was present at the meeting and wished to speak about the proposed outdoor play area.

531. **Pre School Outdoor Play Area:** it was noted that prior to this meeting that Professor Barclay had had a site meeting with Mrs Udall and the contractor. The meeting was closed to allow Mrs Udall to update Members re this project and for the Councillors to ask any questions; following this the Members agreed the following:
- That a Lawful Development Certificate is not now required
  - There will be a one metre strip of grass between the hard standing and the low level wall proposed, in line with discussions at the site meeting
  - The proposed play area will be a levelled area in line with the hard standing, achieved by the contractor taking the present slope back to the correct level, which will result in the lowering of the soil line from the village hall walls
  - The play area will be fenced and will have two gates: when Pre School is operating these gates will be locked shut, at all other times they will be locked open
  - Size of the play area will be 112 square metres
  - During construction no heavy vehicles are to be parked on the hard standing
  - The Clerk will advise prior to commencement of the work where within the playing field the soil should be moved to. Decision will be made in conjunction with Mr Litscher as playing field representative for the Parish Council.

Clerk to confirm all the foregoing to Pre School

**ACTION: CLERK**

## HIGHWAYS AND ROAD SAFETY

532. **Surface water on Latchingdon Road adjacent to bridge:** Members had been advised that Highways were aware of the problems at the bridge and that the maintenance section was looking into the problem, but that there was no easy solution is available at this location. Noted by Members/
533. **Surface water on Latchingdon Road near junction with St Stephens Road:** in regards to Highways request for further information Members advised that the problem is going down the hill towards The Norton. Clerk to advise Highways. **ACTION: CLERK**
534. **Green Trees Avenue:** Mr Archer advised that the surface on this road is cracking up – Highways to be notified. **ACTION: CLERK**

## VILLAGE HALL

535. **Report from Parish Council Representatives:** nothing to report.
536. **Village Hall Project:** Members had been advised that the Clerk had now received copies of all the consignment notes relating to the disposal of the asbestos and that the final invoice had been requested via the Chartered Surveyor, but was still awaited. Mr Wakeling advised that the windows are still a problem (knots), and that the supplier had offered to supply the materials, but would not provide the labour to rectify. Clerk to investigate labour costs. **ACTION: CLERK**
537. **Parking at Village Hall:** Members had been advised that the parking signs are now in position. Noted by Members.

## VANDALISM/POLICE MATTERS

538. **Neighbourhood Policing Team from 1<sup>st</sup> March 2012:** Members had been supplied with full details. Noted by Members.
539. **Speed watch:** Mr Rivers offered to progress this request. Clerk to establish contact point for this now that PC Bowen had been transferred. **ACTION: CLERK**
540. **Neighbourhood Meeting:** at the meeting Members were given copies of e-mail from the new Neighbourhood Constable PC Sam Pateman plus all his contact details. Members to check their availability re attendance at the next Neighbourhood Meeting in Southminster on 21<sup>st</sup> March. **ACTION: ALL CLLRS/ CLERK**
541. **DISTRICT COUNCILLOR'S REPORT:** District Cllr Archer gave a brief report advising that there were still problems with Crouch fishing/clams and that the Police had been involved; that there would be no increase in the Council Tax; that the waste contract re food waste and plastic had been signed; and that there had been several film crews in the district (Woman in Black and Great Expectations) including filming at Stow Maries Aerodrome. Noted by Members.

## OPEN SPACES

542. **Cowpiece Nature Reserve:** Members had been advised that the 'Beware Deep Water' sign was now in position. Noted by Members.
543. **Playing Field**
- Members had been advised that the general sign (multi message) for Village Hall /Playing Field general sign was now in position. Noted by Members.
- Members had been advised that in regards to the fencing around younger children's play area that the Parish Council had been awarded a Big Society Grant to do this work. **ACTION: CLERK**
- Members had been supplied with details of a request from Pre School re holding a Summer BBQ on the playing field. Members agreed to this request. **ACTION: CLERK**
- With regards to Playground Inspection Members had been supplied with details of independent inspections via MDC and ROSPA/Play Safety Ltd and advised that an inspection of Cowpiece not available through MDC. It was agreed to have the inspection organised through MDC and that Mr Litscher and the Clerk would inspect Cowpiece/ **ACTION: MR LITSCHER/ CLERK**

- 544. Village Caretaker work:** Members had been advised that Mr Wiseman continued to carry out this work – in addition to the regular litter picks and safety checks at the playing field are VH car park Mr Wiseman had cut back tree branches and cleared car park edge in preparation for the installation of the car park sign and tidied the copse at the playing field. At the Meeting the Members considered a letter from the Chair of the School Governing Body regarding the school hedge. It was agreed that the Clerk should respond to the school acknowledging that the school is responsible for the hedge and to request that the hedge is cut back to the edge of the footway. **ACTION: CLERK**
- 545. Allotments:** work in progress. Noted.
- 546. Village Sign:** Members were advised that Bakers had visited the site and taken photos, advising that the sign just needs repainting as it had been faded by the sun and the post whilst showing cracks is perfectly safe and sound and suggesting it has a coat of wood stain; quote expected w/c 19<sup>th</sup> March 2012. Members were advised that once the PC accepted the quote the work would be carried out within a month, and the sign would be back up ready for the Jubilee. Noted by Members.
- 547. The Beacon:** Members had been advised that the new location had been agreed and the Planning Application submitted to MDC. In the interim contractor would store the beacon at their depot as crop overwintering period was coming to an end and this was the only period it may be moved without jeopardising the crop. Insurance company was still to be consulted, risk assessments would be required for person filling and lighting the beacon and also members of public attending the event and consideration re filling of brazier element. Fencing would be required to keep Members of the Public at a safe distance discussed – with request to be made to VH/Pre School to use their metal rods and the purchase of warning tape for looping through the rods.

#### **PUBLIC RIGHTS OF WAY**

- 548. Footpaths Map:** work in progress. Noted
- 549. P3 Annual Training:** Members had been supplied with details. Members to advise Clerk if they wished to attend. **ACTION: ALL CLLRS**
- 550. EMERGENCY PLANNING/PROCEDURES:** Members had been advised that Mrs. Garnham and the Clerk had attended the first of two training sessions on 1<sup>st</sup> March and that on 8<sup>th</sup> March session would involve setting up a rest centre with evacuees. Noted by Members.

#### **TRAINING/CONFERENCES/MEETINGS.**

- 551. Broadband:** it was agreed to ask for a volunteer from the village to progress faster broadband for the village. **ACTION: CLERK**
- 552. Cllr Training:** Members had been advised that Mrs Jennings and Mr Rivers had both attended the Councillor Training Day 1 on 7<sup>th</sup> March 2012 – a brief report was given at the meeting. Noted.

#### **CORRESPONDENCE**

- 553. EALC:** Members had been supplied with details supplied by the EALC of the three following consultations:
- Allocation of Accommodation – close date for response 30<sup>th</sup> March 2012
  - Social Housing Fraud – close date 4<sup>th</sup> April 2012
  - Proposed Policy Statement for Part 2 of the Localism Act 2011 – close date 22<sup>nd</sup> April 2012
- It was agreed that Cllrs would all respond individually **ACTION: ALL CLLRS**
- 554. LCLC (Bradwell) letter dated 16<sup>th</sup> February 2012:** Members had been supplied with copy letter and advised that the minutes and constitution had been passed to Professor Barclay and that the next meeting was scheduled for Wednesday 13<sup>th</sup> June 2012. Noted by Members.

555. **RWE npower Renewables (Bradwell Wind farm) letter date 21<sup>st</sup> February 2012:** Members had been supplied with copy letter and newsletter advising that construction work would shortly be underway re the wind farm and giving information about the wind farm. Noted by Members.
556. **MDC letter dated 17<sup>th</sup> February 2012 re Review of Polling Districts & Polling Places:** Members had been supplied with copy letter; review paper had been forward to Members by e-mail. At the meeting it was agreed that the PC had no comments to make regarding the review.  
**ACTION: CLERK**
557. **RCCE 2012 Best Kept Village Competition:** it was agreed to enter this. Mr Wakeling to complete the entry form (Close date 10<sup>th</sup> April 2012)  
**ACTION: MR WAKELING**
558. **QUEENS JUBILEE 2012:** Members had been advised that there would be an open meeting for all villagers on Monday 12th March 2012 at Village Hall. Mrs Garnham updated Members re proposed activities. It was agreed that Mrs Garnham would advise if money was required; Members agreed to a float being made available and accepted the possible risk. Clerk advised Members that a resident who wished to remain anonymous had offered to donate £200 towards the costs of the mugs which will be given to all village children. Members agreed to accept this very kind offer. In order to ascertain the numbers of eligible children it was agreed that a note would be distributed with the APM notice for parents to register their child/children; a date would be arranged for parents to collect mugs from the village hall.  
**ACTION: CLERK**
559. **THE NORTON:** nothing to report.
560. **DENGIE LOCAL TRANSPORT:** Members had been supplied will with details/results of 'access to train stations' and info re contracts. Noted by Members.
561. **VILLAGE SURVEY:** Members had been advised that minor changes in hand and that print quotes were awaited. Noted by Members.
562. **NEIGHBOURHOOD PLANNING TRAINING SESSIONS:** A report was given of these sessions which led to the Members agreeing to the preparation of a Parish Plan. It was agreed that Mr Wakeling and Professor Barclay would prepare a draft for discussion at the next meeting, which could then be taken to the APM for residents to approve.  
**ACTION: MR WAKELING/  
PROF BARCLAY**
563. **SALT BAG SCHEME:** Members were advised that the second delivery is awaited.
564. **COLD NORTON SHIELD/VILLAGER OF THE YEAR:** Members were advised that only one name had been put forward. Members agreed that this person was a very worthy of the title. Clerk and Mrs Garnham to collect shield/arrange engraving.  
**ACTION: CLERK/  
MRS GARNHAM**
565. **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.)  
  
No matters were reported.

#### **DATES OF FUTURE MEETINGS**

Scheduled or provisionally scheduled for 2012: Wednesdays: 4<sup>th</sup> April, 2<sup>nd</sup> May (will also be the PC AGM), 6<sup>th</sup> June, 4<sup>th</sup> July, 5<sup>th</sup> September, 3<sup>rd</sup> October, 7<sup>th</sup> November, 5<sup>th</sup> December.

Annual Parish Meeting date still to be set.

There being no further business the meeting was closed at 10.15pm

Chairman.....

Date.....