

# COLD NORTON PARISH COUNCIL

## MINUTES OF THE MONTHLY MEETING OF THE PARISH COUNCIL HELD ON WEDNESDAY 7<sup>TH</sup> OCTOBER 2015 IN THE LES BARCLAY ROOM AT THE VILLAGE HALL

### THOSE PRESENT:

### Councillors:

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

**In attendance:** County Cllr Ms S White  
Mrs M. Dyer (Parish Clerk)  
Plus 6 Members of the Public

Mr Wakeling welcomed Mr Brian Haydon to the Parish Council, having been co-opted at the September meeting.

**433. APOLOGIES FOR ABSENCE:** apologies were received and accepted from Cllr Rivers and County Cllr Mrs Channer

**434. 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

**435. MINUTES THE ORDINARY MEETING of the Parish Council** held on Wednesday 2<sup>nd</sup> September 2015 were approved as correct and signed accordingly.

**436. DISTRICT COUNCILLOR'S REPORT:** District Cllr Ms S White reminded Members of the call for sites (Development Plan Document consultation for Rural Housing Allocations, Rural Employment Allocations and District Travellers Allocations) has a closing date of 31<sup>st</sup> October 2015; advised Members that there has been a 13.2% increase in day trip visits to Maldon and that the Chancellor has announced that Councils can now keep all of business rates received; and in respect of a 'new' power station at Bradwell that this site is being 'brought forward' and meetings are taking place.

**437. COUNTY COUNCILLOR REPORT:** not available

### FINANCE

#### Approval of Payments

- 438.** Roy Wiseman to village caretaker work to 22<sup>nd</sup> September 2015 £97.50 plus mileage £8 total £105.50. Cheque No.1416
- 439.** Sue Lees Consultancy to maintenance fee for October 2015 Invoice No.0002225 dated 8<sup>th</sup> September 2015 £30.00. Cheque No.1417.
- 440.** Maria Dyer office expenses from 28<sup>th</sup> August to 3<sup>rd</sup> October 2015 £47.34. Cheque No.1418
- 441.** E-on to electricity for street lights August 2015 Invoice No.H11E9D1750 dated 2<sup>nd</sup> September 2015 £63.15 (£60.14 net) taken by direct debit on 12<sup>th</sup> September 2015.

- 442. Cold Norton VHMC to use of Les Barclay Room for PC meetings from June 2015 to September 2105. Invoice dated 21<sup>st</sup> September 7 hours @ £7 per hour £49. Cheque No.1419
- 443. Copyright Reprographics Limited to stationery (2500 sheets of all purpose 80 gsm paper for printer and photocopier, 1 x black and 1 x colour ink cartridge for printer).. Invoice No.93508 dated 18<sup>th</sup> September 2015 £56.98 (£47.48 net). Cheque No.1420
- 444. PKF Littlejohn LLP to external audit Invoice No.SB20151643 dated 22<sup>nd</sup> September 2015 £240.00 (£200.00 net). Cheque No.1421
- 445. E-on to electricity for street lights September 2015 Invoice No.H12095C812 dated 1<sup>st</sup> October 2015 £61.11 (£58.20 net) taken by direct debit on 11<sup>th</sup> October 2015.
- 446. Royal British Legion: Poppy Appeal to supply of 1 x C type wreath with Cold Norton Parish Council logo Production cost is £18.50; Members agreed that a donation of £30 should also be made to the Poppy Appeal. Cheque No.1424 (£18.50) and Cheque No. 1422 (£30)

447. **Financial Statement**  
**Current balances:**

<b>Barclays 10 Day Notice as at 10<sup>th</sup> April 2015*</b>	<b>£</b>	<b>568.77</b>
<b>Santander as at 2<sup>nd</sup> October 2015</b>	<b>£</b>	<b><u>27,077.09</u></b>
	<b>£</b>	<b>27,645.86</b>

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

District Cllr Ms White left the meeting

- 448. **Street Lighting:** supplier being reviewed **ACTION: CLERK**
- 449. **Change of Signatories:** Members were advised that the paperwork had been completed and the changes authorised by Bank. Signatories are now: Philip Wakeling, Sue Garnham and Charles Litscher. Noted by Members.

**VILLAGE HALL**

- 450. **Report from Village Hall Representative:** Members were advised that the guttering and soffits needed attendance and that three quotes were in hand.
- 451. **Lunch Club for Elderly Residents:** Members were advised that membership had increased and that £1,200 had been raised in one year.
- 452. **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.
- 453. **Defibrillator:** Members were advised that a trainer had been found who would not be charging for the training session and that a date would now be set.
- 454. **Solar panels:** nothing to report
- 455. **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**

- 456. **Various issues with ECC for action:** Members were advised that in Green Trees Avenue the pot holes had been repaired
- 457. **Cutting Back from Bridge to Country Produce:** Members had been advised that a site meeting had taken place with ECC and that ECC Highways had now completed the siding back works and

the two 'heaves' along this stretch of road rectified; some hedge trimming back was still to be undertaken by residents/land owners. It was suggested to the Members, as recommended by ECC, that all residents/land owners are contacted prior to nesting season (March to end July) in, say, January to trim well back so that hedges/vegetation does not impose onto footways. A second trim back could then be undertaken August/September. Members were in agreement with this suggestion. Members were advised that whilst the footway has surface defects they are not trip hazards as they are not going across the footway, so are not a priority. Noted by Members. Clerk was requested to write a letter of thanks to Jennifer Gudka at ECC Highways for her assistance in getting these works undertaken.

**ACTION: CLERK**

- 458. Three Ashes Corner/Howe Green Road: parking on verge:** Members had been reminded that a full report had been emailed to all Members on 25<sup>th</sup> September and advised that the agreed letter had been hand delivered to all residents in Howe Green Road and nearby properties on 29<sup>th</sup> September 2015. Noted by Members.
- 459. Maldon District Highways Panel:** minutes from 26<sup>th</sup> June 2015 meeting had been supplied to Members and the appendices showing approved works and potential schemes had been emailed to Members. Noted by Members.
- 460. Resurfacing Programme:** Members had been advised that County Cllr Mrs Channer had looked into this and had advised that St Stephens Road from the bend to the Fambridge Road is on a 'awaiting review' list, but that resurfacing works to the road through the village and from Stow Maries towards SWF had now been completed. Noted by Members.

#### **POLICE MATTERS/ANTI-SOCIAL BEHAVIOUR**

- 461. Southminster Neighbourhood Policing:** no report received to date, but Members had been advised of the proposed cuts. Members requested the Clerk write to both the Chief Constable and Mr Whittingdale protesting these proposed cuts.
- ACTION: CLERK**
- 462. Street Meets:** Members had been advised that these are scheduled for Tuesday 6<sup>th</sup> October 2015 9pm to 10pm; Tuesday 13<sup>th</sup> October 2015 10am to 11am; Monday 2<sup>nd</sup> November 2015 6pm to 7pm; Thursday 26<sup>th</sup> November 2015 10.30am to 11.30am – this last one had been arranged to coincide with the Seniors Coffee Morning. Noted by Members.
- 463. Parking in St Stephens Road:** Members had been advised that there was nothing to report, but that the comments from the September meeting had been passed to Cllr Ms White to forward the Parking Partnership. At the meeting photographs showing inconsiderate parking near the school were passed to the Clerk, who was requested to pass copies to both the Police and the School.
- ACTION: CLERK**

#### **OPEN SPACE**

- 464. Cowpiece Nature Reserve:** nothing to report
- 465. 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

Signing on outdoor play area – replacement required

Fields in Trust: signed deed received back from FIT. Clerk to notify Land Registry. Type of plaque agreed.

**ACTION: CLERK**

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

Essex Playing Fields Association: Members were advised that the Clerk had been notified that CNPC had won an award which will be presented at the ESFA AGM on Thursday 15<sup>th</sup> October; Members to check diaries and advise Clerk if available to attend. **ACTION: ALL MEMBERS**

- 466. 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: dismantled and removed broken bench from Churchyard, cleared vegetation at the VH entrance, tended to “Alec’s Garden” at bridge, repaired swing. Noted by Members.
- 467. Allotments:** Members had been advised that 12<sup>th</sup> October had been proposed for a meeting with TCV re rear of site. **ACTION: MRS GARNHAM/ CLERK**
- 468. Watercourse Mapping Project:** Members were advised that Mr Litscher is to complete the last section and that the report will be issued to PC late Autumn. ECC had advised that hard copies of the ‘Guide to Ordinary Watercourse Maintenance’ which had been emailed to Cllrs last month, could be supplied for residents. Clerk to include in Beacon report. **ACTION: CLERK**
- 469. Bench at Churchyard:** Clerk presented details of costs for bench as per one in school yard and other options at the meeting. Members agreed to proceed with the same style as per the school; Clerk to prepare draft copy for plaque for Members to consider. **ACTION: CLERK**

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

- 470. Footpaths Map:** nothing to report
- 471. Footpath 28 Proposed Reduction in Width:** now confirmed, details had been forwarded to Members by email. Noted by Members.
- 472. Footpaths 12/13 bridge brickwork:** nothing to report; resident who had originally reported this was present at the meeting and was asked if he was aware of any works/changes to condition. He kindly offered to review and report back to the Clerk
- 473. Bridleway 29:** thanks being passed on the landowner and ECC PRoW for works
- 474. EMERGENCY PLANNING/PROCEDURES:** plan being prepared for presentation at a future meeting. **ACTION: MR RIVERS**

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

- 475. Dengie Hundred Group of Parish Councils:** Members had been supplied with minutes from 17<sup>th</sup> June 2015 meeting. Re the Wednesday 16<sup>th</sup> September 2015 meeting no one had been available to attend. Noted by Members.
- 476. Dengie Hundred Bus Users Group:** Wednesday 14<sup>th</sup> October 2015 12.45pm in Burnham Town Hall – details had been supplied to Members. No one available to attend. Clerk advised that posters had been put on the notice boards.
- 477. Dengie Hundred Group of Parish Councils Annual Quiz:** Wednesday 18<sup>th</sup> November 2015 7.30pm. CNPC Team? Deferred from September meeting. Clerk requested to email all Members. **ACTION: CLERK**

478. **LCLC Wednesday 9<sup>th</sup> December 2015 9.30am Mundon Victory Hall.** Members had been supplied with copy letter dated 4<sup>th</sup> September 2015 from NDA re Strategic Review and information from LCLC re National Geological Screening Guidance events and copy email dated 22<sup>nd</sup> September 2015 from BANNG. Mr Litscher has indicated that he would like to attend the December meeting. Members to advise Clerk if they also wish to attend. **ACTION: ALL MEMBERS**

## CORRESPONDENCE

479. **ECC Local Bus Service Bus Review Consultation September 2015 letter received 16<sup>th</sup> September 2015.** Details had been supplied to Members and Clerk advised that posters would be displayed on notice boards, but that copies of the questionnaires had not yet been received. Mr Archer stressed how important it was that this is completed by Members. Clerk was requested to urgently follow up (NB questionnaires were subsequently supplied to all Members in time to complete before the close date). **ACTION: ALL MEMBERS**
480. **EALC email received 16<sup>th</sup> September 2015:** Legal Topic Note 35 July 2015 – Contracts; Legal Topic Note 87 July 2015 – Procurement; Legal Briefing LO5-15 July 2015 - Public Contracts Regulations 2015 – Impact on Standing Orders and Financial Orders adopted by Councils; plus Legal Newsletter August 2015 had all been supplied to Members by email. Noted by Members.
481. **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**
482. **STOW MARIES AERODROME:** nothing to report re possible 2016 event. **ACTION: CLERK**
483. **BROADBAND:** It was commented that the County Broadband service is delivering a level of 24 compared to 0.4 and that the ECC service will not be available in Cold Norton until 2017.
484. **STANDING ORDERS:** nothing to report.

## PLANNING

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

**OUT/MAL/15/00255 PP-03975366 Land North of Willow Grange, Cold Norton Road, Latchingdon:** Outline planning permission for the erection of 58 detached semi-detached and terraced dwellings, early years day care nursery, amenity areas, estate road and new access:

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:

- Access from the site – highway safety concerns
- A development of this size will create increased traffic through Cold Norton on a minor road

**LBC/MAL/15/00830 PP-04402116 Stow Maries Aerodrome, Hackmans Lane:** Proposed alterations to reinstate the existing brick pier to the West elevation of the MT shed to match the existing adjacent exactly and to install additional wind bracing to the metal rafters of the MT shed to provide lateral support to the roof and gable walls. Proposed reinstatement of existing slate cat-slide

roof to the South end of the West elevation of the RE workshop. Week No.37 dated 11<sup>th</sup> September 2015:

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

**LBC/MAL/15/00832 PP-04406182 Stow Maries Aerodrome, Hackmans Lane:** Proposed works for the careful demolition of the existing non-original timber framed and corrugated iron clad cart lodge to the North of the MT shed. Week No.37 dated 11<sup>th</sup> September 2015:

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

**WTPO/MAL/15/01022 30 St Stephens Road:** TPO 15/96 T33 (T1 on app) Oak: fell as low as possible. The tree is in decline and the work is necessary as it has had a fungal bracket and there are fruiting bodies around the base. It is liable to failure. T34 (T2 on app) Oak: remove dead wood. Week No.40 dated 2<sup>nd</sup> October 2015:

Cold Norton Parish Council has NO OBJECTIONS to the works proposed within the above application and requests that the planting of a native species is in line with the recommendation of MDC's Tree Officer

**FOR INFORMATION ONLY: NMA/MAL/15/00929 1 Latchingdon Road:** application for non-material amendment following grant for Planning Permission HOUSE/MAL/14/00052 allowed on appeal APP/x1545/D/14/2219766 (Detached carport and boundary wall and railings). Amendment sought: change of gable end fenestration from single window to glazed screen.

**FUL/MAL/15/00911 Land at Corner of Fambridge Road and St Stephens Road:** Siting of mobile home as agricultural workers dwelling for temporary period of 3 years. Week No.40 dated 2<sup>nd</sup> October 2015.

In the first instance the Members wanted pointed out that technically this should be classed as a retrospective application as a mobile home is already on the site and subject to an enforcement notice.

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

There is extreme resistance to any further development on this site by the Parish Council either temporary or permanent – the initial development on this site having only gained permission as a result of an administrative error as is well documented.

Other reasons for recommending that this application be refused are:

- This will be an obstruction in open land (97% of respondents to the Cold Norton 2011 village survey wanted the rural character of the village preserved)
- This is against the Cold Norton Village Plan
- It is outside the village development boundary

**COUPA/MAL/15/01043 Flambirds Farm Hackmans Lane:** Prior approval of proposed change of use of agricultural building to 2 No dwelling houses (class C3) and for associated operational development. Week No.40 dated 2<sup>nd</sup> October 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 and therefore contrary to the Parish Council's Planning Policy
- It is out of keeping with the rural location and a long way from services

NB there is an error in point 1.1. of the 'Supporting Information' supplied by Whirledge & Nott: it refers to 'two agricultural buildings at Flambirds Farm into three separate residential dwellings' and the application is for the 'creation' of two dwellings.

486. **Maldon District Council Decisions:** covering decisions advised from w/e 4<sup>th</sup> September 2015 to w/e 2<sup>nd</sup> October 2015; a detailed list had been supplied to Members, which is summarised below:

**PDE/MAL/15/00756 Cold Norton**

Ground floor extension to replace existing conservatory which will extend beyond the rear wall of the original house by 5.6m, for which the maximum height will be 4m, height to eaves will be 2.4m.

Coppercoin House Hackmans Lane Purleigh Essex

(UPRN - 100091256737)

Mr Colin Figg

**PRIOR APPROVAL NOT REQUIRED**

**HOUSE/MAL/15/00525 Cold Norton**

Retrospective application for wall and gates over 1.0m high adjacent to the highway.

Oakwood Manor Station Road Cold Norton Essex

(UPRN - 100091257158)

Mr Robert Head

**REFUSED**

487. **Local Development Plan:** nothing to report

488. **Klenya, Latchingdon Road, Cold Norton - boundary fence:** nothing to report

489. **Hillsborough 42 Latchingdon Road - unauthorised outbuilding and access. Planning Application received to consider at this meeting:**

**HOUSE/MAL/15/00862 PP-04425905 Hillsborough, 42 Latchingdon Road:** Respective application for wall and gates to front of property:

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:

- Restricted sight line
- One of the 'Proposed' gates is extremely close to St Stephens Road and is therefore not a suitable vehicle access point for road safety reasons; we understand that details of this application will be submitted to ECC Highways for a site visit/opinion/recommendation.

490. **MDC Community Infrastructure Levy Charging Schedule:** in abeyance pending LDP outcome

491. **Affordable Housing:** in abeyance pending LDP outcome

492. **AGR/MAL/14/00210 Land at corner of St Stephens Road and Fambridge Road.** Result of appeal awaited.

493. **Vehicle accesses along St Stephens Road:** Members were reminded that ECC Highways would be writing to the landowners regarding construction of accesses without permission of the highway authority, but that it was unlikely that retrospective applications would be refused providing they comply with ECC Highways requirements. Nothing further to report. Noted by Members.

494. **Old Fire Station Site – hoarding:** nothing to report

495. **14 Green Trees Avenue:** nothing to report

The meeting was then closed for a resident to speak about the right of access in Cherry Blossom Lane to the Playing Field. The meeting was then reopened.

496. **Cherry Blossom Lane:** Clerk to write to the other two Land Registry addresses quoting the transfer of this land from Mr Frith to the Parish Council which gives right of access in Cherry Blossom Lane to the Playing Field.  
**ACTION: CLERK**

497. **Cold Norton Parish Council's Planning Policy:** Members had been supplied with the draft review prepared by the working party for consideration, also a copy of previous for comparison. At the meeting this was discussed and agreed with minor amendments. **ACTION: CLERK**

At this point a Member of the Public indicated that they wished to ask a question. The meeting was duly closed; the question was in relation to the Village Development Boundary and the Member of the Public was advised that detailed maps can be viewed at MDC Offices. The meeting was then reopened.

498. **Proposed Solar Farms West of Hackmans Lane:** Members had been advised that this planning application will be going to Committee on 26<sup>th</sup> November 2015. Noted by Members.

499. **MDC letter dated 17<sup>th</sup> August 2015: Development Plan Document consultation for Rural Housing Allocations, Rural Employment Allocations and District Travellers Allocations.** Paperwork had been supplied to Members with September agenda and reminded that a response is needed by 31<sup>st</sup> October 2015. It was agreed that Mr Wakeling would review and circulate Members with suggested responses for consideration regarding the various sections. Upon agreement Clerk would then submit to MDC. **ACTION: MR WAKELING/ CLERK**

500. **Planning Appeal:** Members had been supplied with details relating to site adjacent former Stow Bullock PH, The Street Stow Maries. Mr & Mrs Drewitt. App Ref: OUT/MAL/14/00496; Appeal Ref: APP/X1545/W/15/3028111 Outline application for 1 x 3 and 1 x 4 bedroom dwellings. Members were in agreement that the PC should not submit any further comments.

501. **Planning Appeal:** Members had been supplied with details relating to Land at Bencott, Newport Avenue. Mrs T Pratt. App Ref: OUT/MAL/14/01165; Appeal Ref: APP/X/1545/W/15/3031299. Outline planning application for one dwelling. Members were in agreement that the PC should not submit any further comments.

502. **HOUSE/MAL/15/00815 Four Corners, 10 St Stephens Road:** Members were advised that this application would be going to committee 12<sup>th</sup> October 2015 and that the PC has the opportunity to wish to speak at this planning committee meeting. No Members were available to attend.

501. **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 raised.

502. **DATES OF FUTURE MEETINGS:** provisionally scheduled for 2015: Wednesdays 4<sup>th</sup> November and 2<sup>nd</sup> December.

There being no further business the meeting was closed at 9pm

Chairman.....

Date.....