

COLD NORTON PARISH COUNCIL

ORDINARY MEETING OF THE PARISH COUNCIL HELD ON WEDNESDAY 1ST MAY 2013, in The Norton Room of the Village Hall – commencing immediately after the Annual General Meeting

The attendance list is the same as for the Annual General Meeting.

There was a proposal of thanks to Mr Wakeling for being Chairman to the Parish Council and to Professor Barclay for his role as Vice Chairman for the preceding year.

71. **APOLOGIES FOR ABSENCE** had been received from Cllrs Mrs S Garnham, Mr C Litscher and Mr P. Wakeling
72. **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.
- No declarations of interest were declared at this point.
73. **MINUTES OF THE ORDINARY MEETING of the Parish Council** held on Wednesday 10th April 2013 were approved as correct and signed accordingly.

FINANCE

Approval of Payments

74. Sue Lees Consultancy to domain renewal for 2 years for Parish web site. Invoice No.0001144 dated 20th April 2013 £20.00 Cheque No.1188
75. Cold Norton Village Hall Management Committee to hire of The Norton Room for PC meeting 6th March 2013 Invoice dated 15th April 2013 2 hours @ £5.50 per hour £11.00. Cheque No.1189
76. SP Bardwell Limited to works to defective manhole in village hall car park and work to edge of skate board ramp Invoice No.10061 dated 24th April 2013 £504.00 (£420.00 net). Cheque No.1190
77. AON Insurance renewal from 1st June 2013 to 31st May 2014 Premium £825 plus IPT £49.50 total £874.50 (NB this is a reduction from last year which was £911.18. Members had been supplied with letter offering a 5% reduction on the premium over a 3 year period. Members agreed. Clerk to request revised renewal papers. Cheque No.1191 had been made out to AON, was not signed will await revised amount. **ACTION: CLERK**
78. Cold Norton Parochial Church Council donation for providing refreshments at APM £25. Cheque No.1192
79. Edward Dyer to delivering APM notice to all homes in Parish (except 15 on outskirts which were posted out) £38. Cheque No.1193
80. Maria Dyer office expenses £49.30. Cheque No. 1194

81. Financial Statement

Current balances:

Barclays 10 Day Notice as at 10 th April 2013	£	559.76
Santander as at 2 nd April 2013	£	<u>8,088.91</u>
	£	8,648.67

PLANNING

82. **Planning Application received by the Parish Council:** the following was considered and the response was as indicated:

FUL/MAL/13/00284 PP-02476620 Land rear of Imps Camp, Purleigh Grove, Cold Norton.

Application for a new dwelling, open car port garden store and access. Week No.16 dated 19th April 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:

- It is outside the village development boundary
- It is a backland development

83. **MDC Planning Workshops:** Members had been forwarded by e-mail copies of the presentations from sessions held on 11th April and 23rd April 2013 held in Burnham and Goldhanger respectively. At the meeting Professor Barclay reported back on the session he had attended in Burnham. Noted by Members.
84. **Maldon District Council Local Development Plan:** nothing to report
85. **Maldon District Council Decisions:** a detailed list had been copied to Members, which is summarised below:

NMA/MAL/13/00271 Cold Norton

Application for non-material amendment following grant of Planning Permission for FUL/MAL/10/01089 (Construction of a rear ground floor extension)

17 St Stephens Road Cold Norton Essex CM3 6JE

(UPRN - 100090555806)

Mr Stewart Firth **REFUSED**

86. **Notice of Three Appeals by RES UK & Ireland Limited:** Members had been supplied prior to this meeting (i.e. on 17th April 2013) with a copy of the appeal notification notice as the appeal/public enquiry was to start on 23rd April 2013 and was expected to last 9 days.
- Appeal A:** Turncole Farm, The Marshes, Southminster, Application No.FUL/MAL/10/01070 Appeal Ref No.APP/X1545/A/12/2174982/NWF. Wind farm Development consisting of seven three bladed, horizontal-axis wind turbines, each up to 126.4m maximum height to blade tip, with associated electricity transformers, underground cabling, access tracks, road widening works, crane hard standing, control building, substation compound, communications mast and anemometry mast for a period of 25 years. Also temporary works including a construction compound, laydown area, rotor assembly pads, turning heads, welfare facilities and 4 guyed anemometry masts.
- Appeal B:** Lower Burnham Road, North Fambridge. Application No.FUL/MAL/12/00119 Appeal Ref No.APP/X1545/A/12/2179484. 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)
- Appeal C:** Twizzlefoot Bridge, Marsh Road, Burnham on Crouch. App No.FUL/MAL/11/00879 Appeal Ref No.APP/X1545/A/12/2179225. The proposal seeks permanent road widening and a bridge to the south of Twizzlefoot Bridge for the purpose of facilitating access for abnormal load deliveries to the proposed wind farm at Turncole Farm. The works will result in a change of use from agricultural land to form a new highway.

Noted by Members.

87. **Notice of Appeal by Mr & Mrs Jenkins. Little Cooks, Lower Burnham Road, Cold Norton. Application Ref.No.FUL/MAL/12/00719. Appeal Ref No.APP/X15454/A/13/2194280.** Demolition of outbuildings and barn and conversion of former milking parlour top form 2 bed dwelling with associated extensions. Change of use from agricultural land to residential. Members had been supplied with a copy of the appeal notice and reminded of the Council's response, which will have been forwarded to the Planning Inspectorate. At the meeting the Members agreed that no further comments were to be submitted.
88. **Chelmsford CC: Core Strategy and Development Control Policies Development Plan Document (DPD) – Focused Review Submission Document.** E-mail dated/received 17th April 2013 had been forwarded to Members. Noted by Members.

HIGHWAYS AND ROAD SAFETY

89. **Surface water issues on Latchingdon Road adjacent to bridge:** Members had been advised of Highways response: *"A channel has recently been created to allow surface water to get to the gully which appeared to be working correctly and no evidence found of a drainage problem."* Clerk was requested to ascertain details of works undertaken. **ACTION: CLERK**
90. **Surface water issue near 46 Latchingdon Road:** Members had been advised of Highways response: *"The road gully appears to be fine, no evidence of a drainage issue found. Outside number 48 there has been recent patching work around water valves, which could possibly be linked to repairs following a water leak."* Noted by Members
91. **Surface water issue on road near Thistledown, Latchingdon Road:** Members had been advised of Highways response: *"No evidence of a drainage problem found on site. Adjacent ditch shows evidence of recent clearance."* Noted by Members.
92. **Surface water issue on Latchingdon Road near Burnham Avenue:** Members had been advised of Highways response: *"Ditches appear to be working correctly, water observed to be free flowing. Westbound view shows some minimal vegetation in the ditch but water still flowing in correct manner."* Noted by Members.
93. **Surface water issue by junction of Stow Road and Hagg Hill:** Members had been advised that response from Highways was still awaited.
94. **Station Crescent: drain and damage to road:** Members were reminded that this had been reported to Highways and that an inspection had taken place. Clerk to follow up. **ACTION: CLERK**
95. **Overgrown vegetation from bridge to Country Produce and to Palepit Roundabout and renewal of footway surface:** Members had been advised that response from Highways was still awaited.
96. **St Stephens Road (Fambridge Road end) – reinstatement of edge of carriageway Ref 2208812** Members had been advised that the Clerk had tracked this job on ECC Highways Web Site and that the report dated 18th April 2013 for this stated: *"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."* Clerk to seek clarification from Highways. **ACTION: CLERK**
97. **Maldon District Local Highways Panel:** Members had been supplied with minutes from meeting held on 22nd March 2013 and letter dated 19th April 2013 re 'Potential Schemes', programme to date and scheme requests form for completion as appropriate. Members agreed that the two projects to be put forward should be the railings outside the pedestrian gate at the school and renewal of the footway from the bridge to Country Produce/Palepit Roundabout. **ACTION: CLERK**
98. **Cold Norton Primary School:** road safety issue for railings on footway by pedestrian entrance. See minute 97 above plus Clerk to write as appropriate/instructed to the School (parents/control) Police (more Police presence) and Traffic Warden (presence at school start and finish times). **ACTION: CLERK**

VILLAGE HALL

99. **Report from Parish Council Representatives:** Professor Barclay gave a brief report advising that disappointingly at the VH AGM only 3 Members of the VHMC were present and only 3 village residents.
100. **Storage of village documents/photographs – Lottery Grant:** nothing to report

POLICE MATTERS/ANTI-SOCIAL BEHAVIOUR

101. **Neighbourhood Watch:** Members were advised that the Clerk was in discussion with a potential replacement for Mrs Allen and had spoken to the MDC Community Development Safety officer, who sends out weekly crime updates and any other relevant info from police, fire, trading standards etc. There is a meeting on the 16th May 2013 at MDC offices for NW coordinators in the District – details have been passed to the potential new Cold Norton NW coordinator. Noted by Members.
102. **Police & Crime Commissioner Public Meeting 13th May 2013:** Mr Rivers to attend.
103. **DISTRICT COUNCILLOR'S REPORT:** District Cllr Archer gave a brief report giving details of a break in at North Fambridge and reminding Members that County Council elections are taking place on Thursday 2nd May 2013. Noted by Members.
104. **COUNTY COUNCILLOR REPORT:** not available

OPEN SPACES

105. **Cowpiece Nature Reserve:** nothing to report
106. **Playing Field:** Members had been advised/reminded that:
- Improvement to skate ramps – nothing further to report
 - Defect at base of skate ramp - rectified
 - Football – due to inclement weather the team is trying to catch up with league games which have to be played before the end of the season – have advised that these may be played on Saturdays (they normally only play on Sundays)
 - Pre School outdoor play area –. Signage inside hall and external sign to combine usage and acknowledgement to grant funders – still to be actioned.
 - Mound slide – Mr Wiseman had repaired, but would be installing additional panels between top step and slide platform area.
 - Swings – remedial work carried out to matting. Relocation of swings being investigated. Poplar Trees to be removed per MDC Tree Officer – quote to be obtained to remove trees, subject to situation re swings. One quote received for new flooring under swings, awaiting further
 - Self-closing gate for the entrance to the playing field, comparative quote awaited (initial quote is £910 for wooden and £1289 for yellow as playground gates considered high/lower priority than work required on flooring under swings.
 - Nets for the basketball/netball posts – order to be placed.
 - Fields in Trust – application being processed (Clerk has given reference nos re deeds to FIT who will obtain copies and liaise with Clerk re area. Mr Wakeling had taken photos which had been forwarded to FIT)

Pre School – are considering a summer camp out in July – awaiting details/formal request

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

Playground Inspection 2013 scheduled to take place latter part of April 2013.

Damage to fencing around Pre-School free flow area – Police advised and will patrol, Mr Wiseman has been requested to put hazard warning tape on; contractor due to visit site Tuesday or Wednesday

All above noted by Members.

- 107. **Village Caretaker work:** Members had been advised that Mr Wiseman had continued to carry out this work. Noted by Members.
- 108. **Allotments:** Formal agreement for holders still to be considered.
- 109. **Notice Board near Charter Cottages:** Clerk still to hear from Housing Association.

PUBLIC RIGHTS OF WAY

- 110. **Footpaths Map:** proof was available at the APM.
- 111. **Purleigh Byway 32 (Howe Green Road):** in process of being downgraded to a bridleway ECC Legal Department processing. Nothing further to report
- 112. **Footpath 28: Proposed Reduction in Width:** Members were advised that this will not proceed until drainage problems are resolved and that the halt in process had been confirmed by ECC. PRow Officer had with volunteers successfully cleared the first 50m of CN28 the previous week and proposed to carry out further clearing on 1st May 2013. Waiting to hear re Agricultural Land Tribunal works. Noted by Members.
- 113. **P4:** being researched/Mr Wakeling preparing copy for expression of interest section.
ACTION: MR WAKELING
- 114. **EMERGENCY PLANNING/PROCEDURES:** nothing to report

TRAINING/CONFERENCES/MEETINGS

- 115. **EALC Training Sessions 2013:** Mr Rivers to attend Chairman's Day 1 in June
- 116. **Bradwell Local Community Liaison Council:** Members had been supplied with minutes from December 2012 meeting, plus agenda for the meeting on Wednesday 15th May 2013. Professor Barclay, Mr Archer and Mr Litscher to attend. Clerk to contact LCLC re error on the minutes re Professor Barclays's attendance at the December meeting.
**ACTION: PROF BARCLAY/
MR ARCHER/
MR LITSCHER/CLERK**
- 117. **ECC Choral Evensong Sunday 16th June 2013 6pm (in celebration of anniversary of Queens' Coronation):** Details had been supplied to Members. Mr Rivers to confirm availability to attend.
ACTION: MR RIVERS/CLERK
- 118. **Parish Transport Meeting:** Members were advised that the Maldon meeting is scheduled for 6th June 2013. Professor Barclay to attend.
ACTION: PROF BARCLAY

CORRESPONDENCE

119. CPRE letter dated 10th April 2013: Members had been all supplied with a copy of this letter about the new transport toolkit; the leaflet/poster also received had been passed to Professor Barclay as transport representative for the PC. Members all agreed that the poster was too big to be used.
ACTION: CLERK

120. British Cycling Eastern Region Road Race Sunday 19th May 2103: Members had been supplied with details and advised that the Essex Roads Cycling Club had held their annual cycling road race on Sunday 28th April 2013. Noted by Members

121. WINTER SALT BAG SCHEME: Members were advised that Clerk had received a survey for completion by 12th May 2013 and would liaise with Mr Litscher and volunteers and Cllrs if/as appropriate.
ACTION: CLERK

122. STANDING ORDERS/RISK ASSESSMENT/FINANCIAL REGULATIONS: Members had been reminded that Risk Assessment and Financial Regulations had been reviewed and as agreed review of Standing Orders would await publication of NALC's 2nd edition (Autumn 2013). Noted by Members.

123. JUBILEE MUGS: Members had been reminded that 188 had been given to the VHMC and that they will consider how they will use them. Clerk still has 15 – some earmarked for parents who submitted forms but have not yet collected their children's mugs. Final report still to be prepared. Noted by Members.

124. COLD NORTON WEB SITE: Clerk updated Members advising problem with web site 'collapse'. Clerk working with new web master to facilitate reinstatement/update.
ACTION: CLERK

125. 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.)

It was noted that due to experience at the APM that when there is a presentation that appropriate equipment is made available and that microphones/speakers be hired. Re Broadband – details of website questionnaire to be supplied to The Beacon Editor for inclusion in a future issue. Clerk advised that free cycle parking ramps were being investigated.
ACTION: CLERK

DATES OF FUTURE MEETINGS

Provisionally scheduled for 2013: Wednesdays: 5th June, 3rd July, 4th September, 2nd October, 6th November and 4th December.

There being no further business the meeting was closed at 9.15pm

Chairman.....

Date.....