

# COLD NORTON PARISH COUNCIL

## ORDINARY MEETING OF THE PARISH COUNCIL HELD ON TUESDAY 2<sup>ND</sup> MAY 2012, in The Norton Room of the Village Hall – commencing immediately after the Annual General Meeting

Vice Chairman Professor Barclay chaired the meeting.

65. **APOLOGIES FOR ABSENCE** had been received from Cllrs Mr J. Archer, Mrs V. Jennings, Mr P. Wakeling and District Cllr Ms S. White.

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

66. **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.

67. **MINUTES OF THE ORDINARY MEETING of the Parish Council** held on Wednesday 4<sup>th</sup> April 2012 were approved as correct and signed accordingly.

### FINANCE

#### Approval of Payments

68. Mr R. Wiseman to village caretaker work 6<sup>th</sup> April to 20<sup>th</sup> April 2012 £32.63. Cheque No.1086
69. EALC to Cllr Training Day 2 for Mrs Jennings and Mr Rivers Invoice No.2244 dated 24.04.12 £130 less bursary for small Councils C/N No.2245 £10 Therefore total to pay £120. Cheque No.1087
70. Copyright Repro Limited 3 x XL black ink and 2 x colour ink cartridges Invoice No. 54125 dated 20.04.12 £95.90 (£79.92 net). Cheque No.1088
71. Ramblers Membership Renewal to May 2013. Members had been supplied with a letter from The Ramblers Association advising that the affiliation fee would be rising to £95 from £45 last year. Clerk had spoken to the Association and they had confirmed that this is the fee that would apply to Parish Councils. Members discussed and agreed that Membership would not be renewed and Clerk was requested to write to advise that the Members could not justify this increase.  
**ACTION: CLERK**
72. TCL (trading name of TC Landscapes Limited) 25% Deposit re Pre School outdoor play area Invoice NO.SEO1802 dated 23.04.12 £4,783.23. Pre School have paid this deposit required by Contractor prior to commencing work.
73. PH Coote to maintenance to light No.17 outside Hill Lodge, 48 Latchingdon Road Invoice No.16317.27272 dated 26.04.12 £89.40 (£74.50 net) Cheque No. 1089.  
Members were advised that re the light by The Maples, 59 Latchingdon Road (by bus stop and allotments) the bowl is missing from this head which an old style is fitting. Quote received from PH Coote to supply and fit new lamp including trimming adjacent tree and removing foliage £330.56 ex VAT (NB £135 is for hire of plant with operative). Members approved the quote.  
**ACTION: CLERK**
74. E-on to electricity for street lights March 2012 Invoice NO.HCE4EF702 dated 03.04.12 £45.97 (£43.78 net) taken by direct debit on 13.04.12
75. Maria Dyer office expenses March and April 2012 £111.49. Higher than usual because two months of office expenses, including buying extra stamps to beat Postal price rise, plus three training sessions attended during this period. Cheque No.1090
76. Edward Dyer to delivery of APM notices and Jubilee Mugs registration forms to all homes in Parish (except 15 on outskirts which were posted) £38. Cheque No.1091.

77. **Financial Statement**

**Current balances:**

Standard Life 10 Day Notice as at 17 <sup>th</sup> Apr 2012	£	552.16
Santander as at 2 <sup>nd</sup> April 2012	£	<u>41,209.66 *</u>
	£	41,761.82

\*includes VAT reimbursement

**PLANNING**

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

**FUL/MAL/12/00030 Land adjacent Eastholm, Latchingdon Road, Purleigh.** Creation of a new vehicle crossing to provide access from Latchingdon Road to plots 5 and 7 for maintenance purposes - amended. Members had been supplied with a copy of the revised plan:

With reference to the above application and the amendment detailed on the revised plan supplied with your letter dated 18<sup>th</sup> April 2012, this was considered at the Parish Council meeting held on 2<sup>nd</sup> May 2012.

Cold Norton Parish Council has NO OBJECTIONS to the revised location for the access as detailed in the amended plan submitted in relation to the above application.

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

**FUL/MAL/12/00059 Cold Norton**

Retention of garden outbuilding for A1 use (shop) fish pond and filter bed.  
Four Seasons Latchingdon Road Cold Norton Essex  
(UPRN - 100091256842)  
Mr Stewart Howells,  
CN Koi

**APPROVED**

**FUL/MAL/12/00202 Cold Norton**

Relocation of the beacon from St Stephens Road to meadow area at far end of playing field in Cherry Blossom Lane  
Playing Field Cherry Blossom Lane Cold Norton Essex  
(UPRN - 010000236870)  
Maria Dyer  
CN Parish Council

**APPROVED**

80. **New Planning Policy for Traveller Sites:** Members had been advised that the Government had published its new planning policy for traveller sites and that it was available on the Department for Communities and Local Government's website at: <http://www.communities.gov.uk/publications/planningandbuilding/planningpolicytravellers> and that a summary of responses to the consultation on the draft policy was also available on the same website at: <http://www.communities.gov.uk/publications/planningandbuilding/planningtravellersresponses>. Also advised that The Impact Assessment and the Equality Impact Assessment for the new policy would be published on the Department's website shortly. Noted by Members.
81. **RCCE letter dated 13<sup>th</sup> April 2012 re Housing Needs Survey.** Members had been supplied with a copy of the letter from the Rural Housing Enabler Officer at the RCCE. It was agreed to defer this to a future meeting and requested that the Clerk ascertain from the RCCE the position of the houses being built on The Norton Public House site within the definition of 'affordable housing'

**ACTION: CLERK**

## HIGHWAYS AND ROAD SAFETY

82. **Surface water on Latchingdon Road adjacent to bridge** – awaiting further update. Noted by Members.
83. **Surface water on Latchingdon Road near junction with St Stephens Road** – awaiting further update. Noted by Members.
84. **Green Trees Avenue: cracking road surface** - awaiting further update. Noted by Members.
85. **Highways Panel:** Members had been supplied with letter advising that this is about to undergo changes. Noted by Members.

## VILLAGE HALL

86. **Report from Parish Council Representatives:** Mrs Garnham gave a brief update. Noted by Members.
87. **Village Hall Project:** details of problem with skylight in kitchen passed to Mr Wakeling to discuss with contractor.
88. **Parking at Village Hall:** Members had been reminded that parking signs are now in position and that letters will be sent to all VH users on receipt of addresses from VHMC.

## VANDALISM/POLICE MATTERS

89. **Police Report:** Members had been supplied with a Parish report by PC Pateman who is not available to attend the APM, but has advised that if there are any other areas you wish to be covered he would expand this report for the APM. Members advised that no further information was required.
90. **Speed Watch:** Members had been supplied with a copy of PC Pateman's response. It was agreed that volunteers would be requested at the APM
91. **DISTRICT COUNCILLOR'S REPORT** Not available

## OPEN SPACES

92. **Cowpiece Nature Reserve:** Mr Litscher and Clerk are still to carry out inspection – delayed due to inclement weather. Noted by Members.
93. **Playing Field**

Improvement to skate ramps: Members had been advised that awaiting response re when the group is able to present the scheme

Use of playing field for hot air balloon launch: Members had been advised that response is awaited

Fencing around younger children's play area: Members advised that Clerk is awaiting installation date.

Pre School outdoor play area: Members had been advised that installation is due to start on Monday 30th April 2012.

Playground inspection – will be carried out by independent company organised via MDC.

Essex Best Kept Playing Field Competition 2012: Members had been supplied with details/history of this competition and agreed to enter. Cheque No.1093 for £10 raised for the entry fee.

All above noted by Members.

94. **Village Caretaker work:** Members had been advised that Mr Wiseman had continued to carry out this work, and that in addition to the regular litter picks and safety checks at the playing field, Mr Wiseman had carried out maintenance work on the hedges near the bridge and tended to 'Alec's' garden by the bridge. Noted by Members.
95. **Allotments:** Work in progress. Noted
96. **Village Sign:** Members had been advised that the sign was taken to Bakers workshop on Friday 27<sup>th</sup> April 2012 and would be back in situ for the Jubilee celebrations. Noted by Members.
97. **The Beacon:** Members were advised that planning permission had been granted by MDC to relocate the beacon to the playing field, and that SP Bardwell will carry out the relocation when weather conditions are suitable to avoid as little damage as possible to the playing field. Clerk advised that the insurance policy currently in place will cover this event providing conditions advised are adhered to. As the beacon lighting is scheduled to take place in the new insurance policy year, it was agreed that the policy would be renewed with the incumbent company. Cheque No.1094 raised to AON Limited for £911.18. Jubilee Committee to supply a risk assessment for the event. Barrier fencing for Members of the Public has been organised. Noted by Members.

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

98. **Footpaths Map:** work in progress. Noted.
99. **Footpath 15 (Bridleway):** PRoW had advised that replacement hand rail at St. Stephens Road entrance is on urgent list for new contractor. Noted.
100. **Footpath 20 (Crown Road):** re gate into Crown Road end that wouldn't open/sticking at bottom PRoW had advised that is on urgent list for new contractor. Noted
101. **Footpath 23/24 obstruction:** Members were reminded that the PRoW had advised that there was no obstruction when last checked. Mr. Wakeling to verify.
102. **Footpath 23/24:** Members had been advised that the cross field was covered by crop (reported to Clerk by Mr. Wakeling) – landowner/PRoW to be asked to arrange marking.

**ACTION: CLERK**

103. **EMERGENCY PLANNING/PROCEDURES:** nothing to report

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

104. **Broadband:** Members had been advised that a resident had volunteered to help investigate faster broadband for the village and that initially Professor Barclay will talk/meet with the gentleman – and will then reassess the requirement of a presentation from one of the companies offering assistance
- ACTION: CLERK/  
PROF BARCLAY**
105. **Cllr Training:** Mrs Jennings and Mr Rivers attended Councillor Training Day 2 on 25<sup>th</sup> April 2012 and reported at the meeting that they had found the day useful. Noted by Members.
106. **Parish Transport Meeting Tuesday 15<sup>th</sup> May 2012:** Mr Rivers is to attend this. Professor Barclay to brief Mr Rivers beforehand.
- ACTION: PROF BARCLAY/  
MR RIVERS**

#### **CORRESPONDENCE**

107. **Stow Maries e-mail received 23<sup>rd</sup> April 2012:** Members had been supplied with copy e-mail. Stow Maries PC is trying to gauge support to reintroduce a green waste collection services in this area. Clerk reminded Members that when this service was operated by MDC it was not well used – average of 6 people per week. Members decided that this topic should be raised at the APM to gauge the view of residents.

**ACTION: CLERK/  
MR WAKELING**

- 108. 2012 BEST KEPT VILLAGE COMPETITION:** Members had been advised that the Cold Norton entry had been submitted. Noted by Members.
- 109. QUEENS JUBILEE 2012:** Members had been advised that the Mugs had been delivered on 30th April 2012, that the registration forms had been delivered with the APM notices and The Norton Room had been booked for Saturday 26<sup>th</sup> May for mugs to be collected. A sample mug was shown at the meeting; all Members were pleased with the finished product. Clerk updated Members on the possible photo feature re the mugs in the Essex Chronicle. Clerk advised Members that a further anonymous donation had been received. Mrs Garnham then gave an update on the Jubilee Weekend programme. Noted by Members.
- 110. THE NORTON:** Mr Litscher gave a briefly explained the share system the Pub Committee is proposing to raise capital to purchase the pub.
- 111. VILLAGE SURVEY:** Members had been advised that artwork is in hand and that the map used on the 2000 survey had been sourced, and that paperwork will be completed to obtain Ordnance Survey licence to use in this survey. At the meeting Members were shown the front cover design, which all present agreed was excellent.
- 112. SALT BAG SCHEME:** Members had been advised that the second delivery had now been received. Noted by Members.
- 113. COLD NORTON SHIELD/VILLAGER OF THE YEAR:** Members had been advised that the Shield had been engraved for this year's winner of the title. Noted by Members.
- 114. ANNUAL PARISH MEETING:** scheduled for Tuesday 8<sup>th</sup> May 2012 8pm.
- 115. 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:**

Provisionally scheduled for 2012: Wednesdays: 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.

There being no further business the meeting was closed at 9.20pm

Chairman.....

Date.....