

# COLD NORTON PARISH COUNCIL

## MINUTES OF THE MONTHLY MEETING OF THE PARISH COUNCIL HELD ON WEDNESDAY 3<sup>RD</sup> JUNE 2015 IN THE LES BARCLAY ROOM AT THE VILLAGE HALL

### THOSE PRESENT:

### Councillors:

Mr J Archer  
Mr C Litscher  
Mrs V Jennings  
Mr S Rivers (Chairman)

**In attendance:** District Cllr Ms S White  
Mrs M. Dyer (Parish Clerk)  
Plus 5 Members of the Public

- 175. APOLOGIES FOR ABSENCE:** apologies were received and accepted from Cllr Mrs Garnham and Cllr Wakeling.
- 176. 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.
- There were no declarations of interest at this point.
- 177. MINUTES OF AGM AND THE ORDINARY MEETING of the Parish Council** both held on Wednesday 13<sup>th</sup> May 2015 were both approved as correct and signed accordingly.
- 178. DISTRICT COUNCILLOR'S REPORT:** District Cllr Ms White gave a short report advising Members that in regards to the LDP that MDC had received a report from the Inspectorate, but that details could not be released at this point, that she was looking into a planning issue in St Stephens Road and a public right of way issue in Cherry Blossom Lane. Noted by Members.
- 179. COUNTY COUNCILLOR REPORT:** not available

### FINANCE

#### Approval of Payments

- 180.** Roy Wiseman to village caretaker work to 29<sup>th</sup> May 2015 £63.76. Cheque No.1391
- 181.** Sue Lees Consultancy to maintenance fee for June 2015 Invoice No.0002082 dated 8<sup>th</sup> May 2015 £30.00. Cheque No.1392
- 182.** Maria Dyer office expenses from 7<sup>th</sup> May to 28<sup>th</sup> May 2015 £28.46. Cheque No.1393
- 183.** Haynes & Smith to Toilet and St Stephens Room renovation works part invoice No.IN130 dated 17<sup>th</sup> April 2015 £14,896.34 (£12,413.62 net). Cheque No.1390
- 184.** PG Blinds & Shutters Limited to 1 x vertical blind for St Stephens Room at Village Hall. Invoice dated 29<sup>th</sup> May 2015 £120.00 (£100 net). Cheque No.1394
- 185.** Maldon District Council to independent play site inspection April 2015. Invoice No. COL58773257 dated 22<sup>nd</sup> May 2015 £66.00 (£55.00 net). Cheque No.1395
- 186.** Essex & Suffolk Water to water charges (fixed and water usage 20<sup>th</sup> November 2014 to 17<sup>th</sup> May 2015) at allotments. Invoice No.012 dated 21<sup>st</sup> May 2015 £21.88 (£18.23 net). Will be taken by direct debit on 18<sup>th</sup> June 2015.
- 187.** BT to village hall pay phone rental 1<sup>st</sup> May to 31<sup>st</sup> July 2015 plus calls. Invoice No.Q003MD dated 12<sup>th</sup> May 2015 £68.55 (£57.13 net). Taken by direct debit on 26<sup>th</sup> May 2015.

188. Copyright Repro Limited to 2500 sheets copier paper and 1 x large black ink cartridge and 1 x colour ink cartridge. Invoice No.90734 dated 29<sup>th</sup> May 2015 £56.38 (£46.98 net). Cheque No.1397.
189. AON to Insurance cover to 31<sup>st</sup> May 2016 Policy Number LC/M/001345 £845.35. Cheque No.1398
190. **Financial Statement**  
**Current balances:**
- |   |                           |
|---|---------------------------|
| <b>Barclays 10 Day Notice as at 10<sup>th</sup> April 2015*</b> | <b>£ 568.77</b>           |
| <b>Santander as at 19th May 2015</b>                            | <b>£ <u>27,257.22</u></b> |
|   | <b>£ 27,825.99</b>        |
- \* **Barclays now only send a statement when there has been movement to the account**

191. **Street Lighting:** power supplier being reviewed **ACTION: CLERK**
192. **Council Insurance Renewal:** Members updated. AON reappointed (see minute No.189 above)
193. **Workplace Pension:** Members had been supplied with copy letter from 'The Pensions Regulator' dated May 2015 advising that the staging date for CNPC is 1<sup>st</sup> August 2016 and requesting that a contact must be nominated and advised to The Regulator by 30<sup>th</sup> June 2015. It was agreed that as RFO the Clerk be advised as the nominated person to receive all related correspondence.  
**ACTION: CLERK**

## PLANNING

- 194 **Planning Applications received by the Parish Council:** the following were considered and the responses were as indicated:
- HOUSE/MAL/15/00401 Dunromin, Fambridge Road.** Detached 3 bay garage. Week No.20 dated 15<sup>th</sup> May 2015:
- Cold Norton Parish Council has NO OBJECTIONS to the works proposed within the above application.
- LDP/MAL/15/00231 PP-040438151 16 The Fairways.** Claim for Lawful Development Certificate: proposed single storey rear extension to detached house. Week No.21 dated 22<sup>nd</sup> May 2015:
- Cold Norton Parish Council has NO OBJECTIONS to the works proposed within the above application.
- LDP/MAL/15/00357 18 Green Trees Avenue.** Claim for Lawful Development Certificate: installation of oil tank in rear garden and installation of solar panels to rear roof. Week No.21 dated 22<sup>nd</sup> May 2015:
- Cold Norton Parish Council has NO OBJECTIONS to the works proposed within the above application.
- The Clerk had advised Members of various large developments being proposed in the Neighbouring Parishes in the District, including:
- OUT/MAL/15/00255 Land North of Willow Grange, Cold Norton Road, Latchingdon.** Outline Planning permission for the erection of 58 detached, semi-detached and terraced dwelling, early years day care nursery, medical centre, amenity areas, estate road and new access.
- Whilst Cold Norton had not been formally consulted on the above the Members considered and agreed that the following be submitted to MDC:
- Whilst Cold Norton Parish Council was not consulted on the above, the Parish Council would like advise MDC that it OBJECTS to the proposal contained within the above application because of the negative impact this development will have on the surrounding villages and recommends that Maldon District Council REFUSE CONSENT.

The reasons for this recommendation are:

- Increased vehicle traffic
- Pollution
- Congestion
- Difficult /unsafe access to/from the site

**OUT/MAL/15/00431 Land at Old Whitman's Farm, Hackmans Lane, Purleigh.** Outline application for demolition of existing industrial building and construction of new office and warehouse building, access, parking, turning and landscaping. The Members had no comments regarding this application, but regarding other developments notified to them the Members agreed that Cold Norton Parish Council would review and respond accordingly to proposed developments in Neighbouring Parishes.

- 195. Maldon District Council Decisions:** covering decisions advised from w/e 15<sup>th</sup> May 2015 to w/e 29<sup>th</sup> May 2015; a detailed list had been supplied to Members, which is summarised below:

**TPO/MAL/15/00134 Cold Norton**

TPO 15/96 T4 (T1 on application) Oak - Reduce crown by up to 2 metres in all aspects to prevent encroachment on the highway and on the dwelling house.

7 St Stephens Road Cold Norton Essex CM3 6JE

(UPRN - 100090555794)

Mrs Audrey Mitchell **APPROVED**

**HOUSE/MAL/15/00251 Cold Norton**

Temporary siting of a mobile home to be used as annexe for up to two years.

Glenalmond 17 Hackmans Lane Purleigh Essex

(UPRN - 200000915436)

Sheila Metcalf **REFUSED**

**LDP/MAL/15/00231 Cold Norton**

Claim for Lawful Development Certificate: Proposed single storey rear extension to detached house.

16 The Fairways Cold Norton Essex CM3 6JJ

(UPRN - 200000909861)

Mr David Morris **APPROVED**

- 196. Local Development Plan:** report received by MDC – see minute No.178 above.
- 197. Klenya, Latchingdon Road, Cold Norton - boundary fence:** Members had been advised that a pre-app had been submitted to find the best solution for all interested parties. Noted by Members
- 198. Hillsborough 42 Latchingdon Road - unauthorised outbuilding and access:** Members had been advised that the owner would be submitting an application to MDC for the new highway access and enclosure wall and MDC is looking at the expediency of taking enforcement action against the outbuilding at the back. Noted by Members.
- 199. MDC Community Infrastructure Levy Charging Schedule:** Members were reminded that the CIL Examination Hearings are unlikely to commence before summer 2015, due to link with LDP. Noted
- 200. Affordable Housing:** held in abeyance pending LDP. Noted.
- 201. AGR/MAL/14/00210 Land at corner of St Stephens Road and Fambridge Road:** subject to appeal. Awaiting outcome.
- 202. Vehicle Accesses along St Stephens Road:** Members had been reminded that ECC are investigating and that County Cllr Mrs Channer was following up. Noted by Members.
- 203. Old Fire Station site:** Owners have replaced fencing and gate; Clerk still to contact Owners re painting. **ACTION: CLERK**
- 204. Land adjacent to Cowpiece:** Members had been advised that the Enforcement Officer had visited the site and did not consider there were any enforcement issues. Noted by Members.

205. **14 Green Trees Avenue:** Members had been advised that the site inspection had been completed and that MDC was looking to negotiate with the owner about tidying up the land. Noted by Members.
206. **Cherry Blossom Lane – installation of gate by playing field:** Members had been reminded that the Enforcement Officer had looked into, but had closed the case, location to be clarified.  
**ACTION: CLERK**
207. **Highbury Manor:** Members had been advised that the Planning Application was still invalid but that additional information had been received but not yet processed. Noted by Members
208. **FUL/MAL/14/01289 Land between Middlewick Farm and Wraywick Farm, The Marshes, Southminster.** Variation of condition 37 of approved planning application FUL/MAL/10/00004 (Construction of nine wind turbine generators with an overall height to tip of 125m, and associated crane hard standing areas, access tracks, substation building, 80m meteorological mast, hard standing area for marine access, temporary laydown area, temporary construction compound, and associated electrical infrastructure - allowed on appeal reference APP/X1545/A/10/2140423). Vary condition to allow an updated Habitat Management Plan and mitigation works to be undertaken. Members had been advised that this was being considered at an Extraordinary Meeting of MDC on 4<sup>th</sup> June 2015 at 7.30pm. No one available to attend.

Mr Rivers closed the meeting to allow two Members of the Public to speak about the number of applications they had submitted in relating to their property which had been refused by MDC.

Mr Rivers then reopened the meeting.

209. **Proposed Extensions at 10 St Stephens Road:** Members had been supplied with details of planning applications submitted and refused by MDC. Members were advised that another application would be submitted shortly.
210. **Cold Norton Parish Council's Planning Policy – Review.** Members had been supplied with a copy of the current policy. It was agreed that a working party of Members would review and bring to a future meeting for consideration by the Council.  
**ACTION: MR RIVERS/  
MR LITSCHER/  
MRS JENNINGS**

District Cllr Ms White and two Members of the Public then left the meeting.

#### HIGHWAYS AND ROAD SAFETY

211. **Various issues with ECC for action:** Clerk following up **ACTION: CLERK**
212. **Cutting back from bridge to County Produce:** nothing to report
213. **Three Ashes Corner/Howe Green Road:** parking on green/verges. Nothing to report
214. **Road Safety Audit:** Mr Rivers advised that he would undertake this and bring back his findings to a future meeting.  
**ACTION: MR RIVERS**

#### VILLAGE HALL

215. **Report from Village Hall Representative:** Members were advised that the next VHMC meeting had taken place on 1<sup>st</sup> June 2015, that a 'Fun Day' was to take place on Saturday 6<sup>th</sup> June 2015 and that the Treasurer was preparing figures re annual expenditure. Noted by Members.
216. **Lunch Club for Elderly Residents:** Members were advised that with new Members there were now 18 regular attendees. Noted by Members.
217. **Parking at Village Hall:** nothing to report.
218. **Defibrillator:** training still to be undertaken.

- 219. **Essex Boys & Girls Club:** nothing to report
- 220. **Solar panels:** operating.
- 221. **Toilets – renovation works:** completed. NB retention/snagging period is 12 months. Flushing issue with gents urinals being investigated.  
**ACTION: CLERK/  
MRS GARNHAM**

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

- 222. **Southminster Neighbouring Policing:** nothing to report/received
- 223. **Street Meets:** Members had been advised that the next ones are scheduled for Thursday 18th June 13:30-14:30 & Thursday 9th July 19:00-20:00 in Village Hall Car Park. Mrs Garnham and Mrs Jennings to advise exact dates of coffee mornings for August through to December for the Clerk to request that a future 'Street Meet' is held at one of these coffee mornings.  
**ACTION: MRS GARHAM/  
MRS JENNINGS**
- 224. **Parking in St Stephens Road:** nothing to report

#### **OPEN SPACE**

- 225. **Cowpiece Nature Reserve:** it was noted that a barn is being built in the field adjacent to the nature reserve. Mr Litscher advised that a plank on the jetty required urgent attention and requested that the Clerk contact the Village Caretaker to rectify.  
**ACTION: CLERK**
- 226. **Playing Field:** Members had been advised that a meeting was still to be arranged with Mr Litscher and Clerk to review the Independent Playground Inspection 2015, but Members were reminded that all items identified by the Inspector were either low or very low risk, except one moderate risk (graffiti) which the Village caretaker had been requested to action ASAP.  
  
Sports Wall/Kickwall: Letter has been sent to child who made initial request  
  
Fields in Trust: Clerk is liaising with FIT legal department and waiting response from Big Lottery.  
  
Replacement bark for younger children's play area: quote awaited  
  
Pre School BBQ and camp out: scheduled for weekend of 26<sup>th</sup>/27<sup>th</sup>/28<sup>th</sup> June 2015; awaiting risk assessment and copy of Pre School Insurance Policy.  
  
Noted by Members
- 227. **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: re "Alec's Garden" mowed and weeded this area and the footpath to Ferris Avenue and in St Stephens Road mowed around the bench, verge and layby and removed self-sown thorn bushes. Noted by Members
- 228. **Allotments:** Members were advised that the latest water usage invoice had been passed to Mrs Kiely and payment received. Noted by Members.
- 229. **Watercourse Mapping Project:** nothing to report

## **PUBLIC RIGHTS OF WAY**

230. **Footpaths Map:** nothing to report
231. **Footpath 28 Proposed Reduction in Width:** Members had been advised that the ECC Definitive Map Officer had been notified that the PC had no objections now to this proceeding. Noted.
232. **Footpaths 12/13 bridge brickwork:** nothing to report
233. **Footpath 19:** nothing to report
234. **Bridleway 29:** Clerk liaising with PRow re landowner to pass on thanks
235. **EMERGENCY PLANNING/PROCEDURES:** plan being prepared for presentation at a future meeting.  
**ACTION: MR RIVERS**

## **TRAINING/CONFERENCES/MEETINGS**

236. **Proposed Solar Farm Meeting was held on Wednesday 27<sup>th</sup> May 2015:** no one was available to attend. Clerk awaiting report. Noted
237. **Bradwell LCLC Meeting held on Wednesday 3<sup>rd</sup> June 2015:** Mr Rivers attended and reported back to Members, advising that with regards to decommissioning that this is ahead of schedule, that there will be 6-700 redundancies due to the merging of Magnox and RLRL. 95% of fuel element debris would be removed by the end of 2015. Some flushing into the river is still ongoing, but is still within the acceptable levels laid down by the Environmental Officer. Waste is being brought to site from Dungeness and Sizewell via road and rail. 2040: geological disposal of low level waste from Bradwell. CEFAS will be undertaking an environmental survey in August 2015. There are no plans at present to reopen the Bradwell site.
238. **Bus & Passenger Transport Strategy Meeting in Maldon on Thursday 11<sup>th</sup> June 2015 10am to 12 noon followed at 1pm until 4pm an open meeting for members of the public.** Members had been supplied with full details of this and other meeting dates and venues. Mr Archer to attend.  
**ACTION: MR ARCHER**
239. **Dengie Hundred Group of Parish Councils. Next meeting Wednesday 17<sup>th</sup> June 2015.** Mrs Jennings to attend.  
**ACTION: MRS JENNINGS**

## **CORRESPONDENCE**

240. **EALC Legal Update May 2015:** copy had been supplied to Members. Noted
241. **ECC letter dated 12<sup>th</sup> May 2015: Statement of Community Involvement – Update 2015 (draft) Public Consultation 14<sup>th</sup> May to 25<sup>th</sup> June 2015.** Details had been supplied to Members and posted on all Parish notice boards. It was agreed that there would not be a Parish Council response, Members to respond as individuals.  
**ACTION: ALL MEMBERS**
242. **ECC letter dated 14<sup>th</sup> May 2015: Sunday Saver Day Ticket Fare Revision:** Details had been supplied to Members and posted on all Parish notice boards. Noted.

## **THE NORTON**

243. **Non-compliance with conditions in planning permission:** Members had been advised that the Enforcement Officer had advised that the Developer had contacted MDC to ask for more time to plant the vegetation already purchased. Noted.

244. **Beer Festival:** Members had been supplied with copy email from a Norton Community Pub Committee Member. Members advised that they would always support local events, but that it was individuals Members' choice re attendance at local events. **ACTION: CLERK**
245. **WINTER SALT BAG SCHEME:** Members were advised that this will operate for winter 2015/16. Members agreed that CNPC would like to participate and that more salt is required. Clerk to respond accordingly to ECC by 21<sup>st</sup> July 2015. **ACTION: CLERK**
246. **STOW MARIES AERODROME:** Members had been supplied with copy email responding in reference to joint activity in 2016. Members were in agreement that talks need to start as soon as possible. **ACTION: CLERK**
247. **BROADBAND: Superfast Essex Programme Update - May 2015** this was emailed to Members 26<sup>th</sup> May 2015. Noted.
248. **STANDING ORDERS:** re change re photographs/recordings etc. Clerk to prepare for future meeting. **ACTION: CLERK**
249. **2015 ESSEX VILLAGE OF THE YEAR & BEST KEPT VILLAGE COMPETITION:** Members were reminded that a CNPC entry had been submitted.
250. **REVIEW OF START TIME FOR COLD NORTON PARISH COUNCIL MEETINGS:** Members discussed this and were all in agreement that the start time of all future Parish Council meetings be brought forward to 7.30pm. **ACTION: CLERK**
251. **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.)
- Mrs Jennings remarked on water on Latchingdon Road and gave an update re grass cuttings on FP20.
252. **DATES OF FUTURE MEETINGS:**  
 Scheduled for 2015: Wednesdays 24<sup>th</sup> June (to approve accounts/audit) and 1<sup>st</sup> July.  
 No scheduled meeting in August (unless extraordinary meeting/s needed re planning or other urgent matters).  
 Provisionally scheduled: Wednesdays 2<sup>nd</sup> September, 7<sup>th</sup> October, 4<sup>th</sup> November and 2<sup>nd</sup> December.

There being no further business the meeting was closed at 9.35pm

Chairman.....

Date.....