

COLD NORTON PARISH COUNCIL

MINUTES OF THE MONTHLY MEETING OF THE PARISH COUNCIL HELD ON WEDNESDAY 3RD SEPTEMBER 2014 IN THE NORTON ROOM OF THE VILLAGE HALL

THOSE PRESENT:

Councillors:

Mrs S Garnham
Mrs V Jennings
Mr C Litscher
Mr S Rivers (Chairman)
Mr P Wakeling

In attendance: County Cllr Mrs Channer
District Cllr Ms White
Mrs M. Dyer (Parish Clerk)
Plus 4 Members of the Public

- 281. APOLOGIES FOR ABSENCE:** apologies were received and accepted from Cllrs Professor Barclay and Mr Archer.
- 282. 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 and Mrs Jennings declared an interest in the agenda item relating to Footpath 20 (Crown Road) as this is on her land.
- 283. MINUTES OF EXTRAORDINARY MEETING** held on Monday 30th June 2014, the **ORDINARY MEETING of the Parish Council** held on Wednesday 2nd July 2014 and the **EXTRAORDINARY MEETING** held on Tuesday 29th July 2014 were approved subject to amendments to Minute No.197: adding: *that the strimmer was with Mr Alec Paul*) and Minute No.272: adding: *All the Councillors thanked the Clerk for all her hard work in obtaining this grant*). The Chairman duly made these amendments and then signed accordingly.
- 284. DISTRICT COUNCILLOR'S REPORT:** District Cllr Ms White spoke about electoral registration, 2014 Salt Marsh 75 taking place on 4th and 5th October, the Ross Revenge's (Radio Caroline boat) return to Essex, and the approach by a commercial company to develop Promenade Park, including a restaurant, still to go through Planning.
- 285. COUNTY COUNCILLOR REPORT:** County Cllr Mrs Channer gave an update to Members advising them that funding is now available for digital roles for youngsters; that information is now available giving money saving tips in respect of recycling; that re Education in Primary Schools there has been a 4% increase in the 2013 figure for Essex – this is above the national average for state schools; that Essex Pupils GCSE results 56% pass for 5 or more A* to C including English and Maths; Cllr Mrs Channer also spoke about Trading Standards and the ECC CIF Grant. County Cllr Mrs Channer had been asked to look into the situation regarding Broadband for this area as it appeared to be 'slipping down' the priority within Superfast Essex. Cllr Mrs Channer had looked into this and gave a detailed update to Members, advising that ECC had put more funds into this and that plans were progressing as advised.

With the approval of Members an item further on in the agenda (Village Hall Outdoor Play Area) was brought forward. Members had been supplied with copy letter from Pre School regarding a canopy for this area. The meeting was closed to allow the Chairman of Pre School Committee, Mrs Lisa Lawry to speak.

- 286. Village Hall Outdoor Play Area:** Mrs Lawry outlined to Members the reasons for requesting a canopy, advising that the Committee's initial thoughts were that it would be an all-weather permanent fixture canopy (not retractable) and that all costs would be covered by Pre School. Members expressed concern with the fact the canopy proposed would be permanently 'open' as it would be climbed on. It was agreed that more information was needed and that retractable canopies should be researched; Mrs Lawry to return to a future meeting.

It was also agreed that as Pre School was represented at this meeting that another item be brought forward

- 287. Playing Field:** Members had been advised that during the Pre School Camp out on 4th and 5th July 2014 that apparently campers took vehicles onto the field and one camper broke her ankle exiting from a camper van; there had been no request from Pre School for vehicles. Members appreciated that Mrs Lawry had only recently taken over the role of Chairman and advised Mrs Lawry that vehicles would not be permitted for any future camp outs.

County Cllr Mrs Channer, District Cllr Ms White and Mrs Lawry then left the meeting.

FINANCE

Approval of Payments

- 288.** Roy Wiseman to village caretaker work from 14th July 2014 to 20th August 18 hours £130.50. Cheque No.1318
- 289.** Cold Norton VHMC to hire of The Norton Room for June and July PC ordinary meetings 6.5 hours @ £6 per hour Invoice dated 25th July 2014 £39.00 (NB should only be for 5.5.hours extra hour will be credited on next invoice). Cheque No.1319
- 290.** BT to village hall pay phone Invoice NO.Q056EO dated 12th August 2014 £51.18 (£42.65 net). Cheque No.1320
- 291.** Maldon District Council to grass cutting April to June 2014 Invoice No.COL58671954 dated 31st July 2014 £748.25 (£623.54 net). Cheque No. 1321
- 292.** PWLB to two loans £1,461.63 will be taken by direct debit on 22nd September 2014
- 293.** E-on to electricity for street lights July 2014 Invoice No.H10503BAOD dated 2nd August 2014 £46.85 (£44.62 net) taken by direct debit on 12th August 2014.
- 294.** Maria Dyer Office Expenses £46.67. Cheque No.1322

295. Financial Statement
Current balances:

Barclays 10 Day Notice as at 10 th April 2014*	£	564.24
Santander as at 2 nd August 2014	£	<u>36,541.03</u>
	£	37,105.27

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

- 296. Consultation for Local Council Tax Support 2015-16.** Members had been supplied with a copy and email link and advised that this runs until 26th September 2014. It was agreed that there would not be a Parish Council response.
- 297. Publication of Government Response to the Consultation on a Transparency Code for Parish Councils:** the email link had been forwarded to Members and a copy of the comments CNPC had agreed/submitted had been supplied to Members so they could compare overall results with the CNPC comments. Noted.

PLANNING

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

FUL/MAL/14/00574 PP-03409172. Stow Maries Aerodrome, Hackmans Lane. Erection of temporary hangar (3 years) for storage and maintenance of historic aircraft. Amended by the revision of the proposal and the submission of a new plan:

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

LBC/MAL/14/00575 PP-03409172. Stow Maries Aerodrome, Hackmans Lane. Erection of temporary hangar (3 years) for storage and maintenance of historic aircraft. Amended by the revision of the proposal and the submission of a new plan:

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

HPA/MAL/14/00783 Stow Maries Great War Aerodrome, Hackmans Lane. Heritage Partnership Agreement between Trustees of Stow Maries Aerodrome, Maldon District Council and English Heritage:

Cold Norton Parish Council does not wish to make a representation regarding the contents of the Heritage Partnership Document

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

FUL/MAL/14/00452 Cold Norton

Change of use of redundant agricultural land to residential garden.

Bluebell Barn Lower Burnham Road Cold Norton Essex

(UPRN - 010000237580)

Mr Grant Smith

APPROVED

HOUSE/MAL/14/00577 Cold Norton

One and two storey side extension. Replacement garage. Remodel front elevation and new porch.

New rear conservatory. Replacement windows.

Four Corners 10 St Stephens Road Cold Norton Essex

(UPRN - 100090555798)

Mr D Malone

REFUSED

MLA/MAL/13/00535 Cold Norton

Discharge of items 4 and 5 from legal agreement pursuant to planning permission

FUL/MAL/03/00193.

Bluebell Barn Lower Burnham Road Cold Norton Essex

(UPRN - 010000237580)

Mr & Mrs Smith

APPROVED

- 300. Local Development Plan:** nothing to report

- 301. Klenya, Latchingdon Road, Cold Norton - boundary fence:** Members had been reminded that the planting that had been undertaken was not addressing the problem and that the Enforcement Officer would be pursuing the matter further. This was one of the matters raised with Mr Lawrence. Minute No.202 applies and would be looked into. Noted

- 302. Hillsborough 42 Latchingdon Road - unauthorised outbuilding and access:** Members had been reminded that the outbuilding would need planning permission or reduction in height as per permitted development rights: new access would need planning permission. This was one of the matters raised with Mr Lawrence. Minute No.202 applies and would be looked into. Noted

- 303. Appeal Decision: Tamina, 1 Latchingdon Road Appeal Ref: APP/X1545/D/14/22219766. Detached carport and boundary wall and railings:** Members had been advised that the appeal had been allowed and supplied with a copy of the Appeal Decision Notice. Noted.
- 304. Essex Replacement Minerals Local Plan:** Members had been advised that this had been adopted and supplied with copy of the letter and Adoption Statement. Noted.
- 305. Planning Policies and References Numbers:** Members had been supplied by email with the 22 pages detailing the policies for use when considering/submitting comments on planning applications using the new format. Members agreed that responses to MDC re planning applications submitted should revert back to writing a letter and that the Clerk notify MDC Planning accordingly.
ACTION: CLERK
- 306. North Heybridge Garden Suburb Strategic Masterplan Framework Public Consultation:** Members had been sent details by email and advised that the consultation runs until 30th September 2014. It was agreed that there would not be a Parish Council response and that Members would respond as individuals if they so wished.
ACTION: MEMBERS
- 307. Neighbourhood Planning & Sustainable Drainage Systems (SuDS):** Members had been supplied with copy email from ECC dated 21st July 2014 quoting Section 3 of the Flood & Water Management Act and the change that will require developers to consider SuDS instead of traditional drainage schemes. Once Section 3 has been enacted the council will require a sustainable drainage application to be submitted alongside planning applications for developments with drainage implications. The aim of this is to reduce surface water run-off from developments, improve water quality and increase levels of biodiversity and amenity in the surrounding area. Noted.
- 308. Affordable Housing – Tour of Schemes 7th October 2014:** Members had been supplied with details. Clerk to make arrangements for Mr Litscher and Mrs Jennings to attend.
**ACTION: CLERK/MR LITSCHER/
MRS JENNINGS**

HIGHWAYS AND ROAD SAFETY

- 309. Various issues with ECC for action:** it was noted that Mrs Garnham had also contacted ECC Highways regarding the potholes etc. outside the school requesting urgent action.
- 310. Local Highways Panel: Minutes from meeting held on 20th June 2014:** had been forwarded by email to Members. Noted.
- 311. Speed Limit Signs:** Professor Barclay had advised Members that: *“You may recall that we have been informed in the past that it was not legal to have repeater 30mph signs in an area which has street lights. Just for information, in case it is of any use in the future, I noticed that the A129 between Rayleigh and Hadleigh, in the part of the road between the Woodman’s Arms (turn off to Dawes Heath) and Victoria House Corner (A13) there are several signs in the form of labels or plates along the road. These are useful since this stretch of road used to be 40mph.”*
This information was noted by Members.

VILLAGE HALL

- 312. Report from Village Hall Representative:** there had not been a meeting since the last PC meeting
- 313. Lunch Club for Elderly Residents:** Mrs Garnham advised that the fund raising coffee mornings are proving popular and numbers attending have grown. The Chairman, offered to attend the one scheduled for 25th September and hold a ‘Councillor Surgery’. Clerk to supply a book to record comments etc.
ACTION: CLERK/MR RIVERS

314. **Parking at Village Hall:** Mrs Garnham advised that having reviewed the Conveyances and Title Deeds etc. supplied by the Clerk on 29th July 2014, there would seem to be no reason why part of the playing field could not be used as additional parking for the Village Hall. Mrs Garnham returned the Conveyances and Title Deeds to the Clerk.
315. **Defibrillator:** Members were advised that the delay is due to training not being available
316. **Essex Boys & Girls Club:** it was agreed to appeal for assistance through the next edition of The Beacon. **ACTION: CLERK**
317. **Climate Energy/Solar panels:** Mrs Garnham to follow this up. **ACTION: MRS GARNHAM**
318. **Toilets – renovation works:** Members had been reminded that a £10,000 grant had been awarded to the PC from EET and that an Expression of Interest had been submitted to ECC CIF.
319. **Energy Performance Requirements:** nothing to report
320. **POLICE MATTERS/ANTI-SOCIAL BEHAVIOUR:** nothing to report

OPEN SPACE

321. **Cowpiece Nature Reserve:** Village Caretaker to be asked to 'tidy' this area.
322. **Playing Field:** Members had been advised that the two trees near swings had been removed, the contractor had returned to site to put down a second dose of poison, roots have been removed under mats; mats can now be re-laid. Order had been placed to remove the other two Poplars and work is scheduled to be carried out on 10th and 11th September 2014.

Independent Playground Inspection: Meeting to be organised with Mr Litscher, Mr Wiseman and the Clerk to go through findings at site and agree action/person for the low and very low risk items.

Sports Wall/Kickwall: Members considered the request/presentation by two children at the July meeting. Clerk advised indicative prices. It was agreed that more details were required and that the subject of fund raising be raised with the group requesting this item

ACTION: CLERK

323. **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: cut back brambles at Clarke Rise and St Stephens Road, weeded under 5s play area and rubbed down handrails to remove splinters, cleaned around VH door/porch, swept/weeded paths at VH and cut hedge/mowed grass near VH entrance. It was agreed that village caretaker tasks be reviewed, that County Produce be asked to remove rubbish on their site and that details of works carried out by Appletons in Cold Norton be ascertained.

ACTION: CLERK

324. **Allotments:** an invoice for water used was passed to Mrs Garnham to forward to the Allotment Members. **ACTION: MRS GARNHAM**

325. **Watercourse Mapping Project:** waiting to hear from ECC

PUBLIC RIGHTS OF WAY

326. **Footpaths Map –** Map side to be framed for installation at Village Hall. **ACTION: MR LITSCHER**
327. **Footpath 28 Proposed Reduction in Width:** awaiting update

328. **Footpath 20 (Crown Road):** Mrs Jennings advised that the gate would be reinstated w/c 8th September 2014.
329. **Footpaths 12/13 bridge brickwork:** awaiting update
330. **Footpath 19:** nothing to report
331. **Footpaths 14 and 28:** Members had been supplied with copy of a report from a resident. Noted and thanks be passed to the resident.
332. **P3:** Members had been supplied with an update. Noted.
333. **EMERGENCY PLANNING/PROCEDURES:** Members had been supplied with details of workshops for Dengie Hundred Parishes and at the meeting Mr. Rivers Stewart gave a report on the Community Emergency Planning Workshop he had attended in July, advising that he would write a plan for consideration by the Parish Council.
ACTION: MR RIVERS

TRAINING/CONFERENCES/MEETINGS

334. **Spring Parish Transport Meeting:** following Professor's Barclays's report from the Spring meeting the issue re 31X service was highlighted in The Beacon and Members were supplied with letters and emails requesting PC support for this service to continue. Clerk to contact Transport Department at ECC and County Cllr Mrs Channer to highlight this concern prior to the next Parish Transport Meeting in October.
ACTION: CLERK
335. **LCLC (Bradwell Site):** Members had been supplied with a copy of Professor Barclay's report from the June meeting. Noted.
336. **RCCE 2014 AGM: July 2014 at Writtle College:** Member had been advised that Mr Rivers had attended this and had been supplied with the results of Village of Year as announced at this meeting. It was noted that St Stephens Church came 2nd in the Best Kept Churchyard section. Clerk to write formally to the Church PCC congratulating them on their success.
ACTION: CLERK
337. **Dengie Hundred Group of Parish Councils:** Members had been advised that the next meeting would be on Wednesday 17th September 2014 in Althorne VH. No one is available to attend. Clerk to send apologies for CNPC.
ACTION: CLERK
338. **EALC & ECC Making the Links Annual Conference:** Members had been advised that this is on Thursday 18th September 2014 12 noon at Great Dunmow. No one is available to attend.
339. **RCCE Active Communities Coffee Morning Thursday 30th October 2014 10am to 12 noon at Takeley:** Mrs Garnham to attend. Clerk to book. **ACTION: CLERK/MRSGARNHAM**
340. **NHS Healthcare Commissioning:** Members had been advised details of open workshops up to 15th October 2014
341. **RCCE Village Halls & Community Buildings Conference Saturday 18th October 2014:** No one available to attend

CORRESPONDENCE

342. **Street Lighting:** Members had been supplied with copy email dated 4th July 2014 from a resident, regarding the switching off of street lights at night. Members were reminded that CNPC had agreed to participate in the 2007 Maldon trial, but that ECC had not made the necessary adjustments to the street lights. Clerk advised a budget price for the works to the lights involved, but stressed that this was for lights in good condition. Clerk to ascertain if there is funding available for these works either through MDC or ECC.
ACTION: CLERK

343. **TCV – The Big Tree Plant Scheme:** Members had been supplied with details. No action required.
344. **NATS Stanstead Airport Departures Consultation:** details had been forwarded to Members by email, who agreed that CNPC would not submit a response.
345. **Mobile Library (2 locations/visit per fortnight):** Members had been supplied with a copy of the new timetable valid from September 2014. Noted.
346. **Immediate Care Consultation includes walk in centre at Boreham:** details had been forwarded to Members by email and at the meeting were advised that the consultation closes on 30th October 2014 and includes the closure of the walk in centre. Members to respond individually.
ACTION: MEMBERS
347. **THE NORTON:** nothing to report
348. **WINTER SALT BAG SCHEME:** Members had been advised that this will operate this winter and that the salt had been ordered. Mr Litscher advised the Clerk of a new member for the salt team. Clerk to prepare paperwork for salt team members.
ACTION: CLERK
349. **STOW MARIES AERODROME:** regarding a guided tour, Members agreed that a Saturday morning from 20th September onwards should be advised to the Trustees. **ACTION: CLERK**
350. **BROADBAND:** Members had been supplied with copy correspondence from a resident regarding the poor service and offering to organise a presentation from a broadband company at a future PC meeting. Having heard from County Cllr Mrs Channer at the beginning of the meeting, Minute No.285 applies, regarding Superfast Essex, Members agreed that they would await further updates re this before having a presentation from a commercial company as this type of 'involvement/partnership' would involve a financial contribution.
351. **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.)
- Members discussed the recent Brownstock Festival and requested that a letter be sent to MDC Licensing Department advising that the event had passed off without any disruption to Cold Norton village residents.
ACTION: CLERK
- Mrs Jennings commented on the sad fact that at some point Professor Barclay would be stepping down from the Parish Council due to moving away from the village. All Members agreed that he would be greatly missed personally and for his contribution over many years to the Parish Council and Cold Norton residents.
352. **DATES OF FUTURE MEETINGS**
- Scheduled for 2014: Wednesday 1st October: provisionally scheduled: Wednesdays 5th November and 3rd December.

There being no further business the meeting was closed at 9.40pm

Chairman.....

Date.....