

COLD NORTON PARISH COUNCIL

MINUTES OF THE MONTHLY MEETING OF THE PARISH COUNCIL HELD ON WEDNESDAY 4TH APRIL 2012 IN THE NORTON ROOM OF THE VILLAGE HALL

THOSE PRESENT:

Councillors:

Mr J. Archer
Professor L. Barclay (Vice Chairman)
Mrs S Garnham
Mr S. Rivers
Mr P Wakeling (Chairman)

In attendance: County Cllr Mrs Channer
Mrs M. Dyer (Parish Clerk)
Four Members of the Public

1. **APOLOGIES FOR ABSENCE:** apologies were received and accepted from Cllrs Mrs Jennings and Mr Litscher and District Councillor Ms S White.
2. **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. All Cllrs declared an interest in the planning application relating to the Cold Norton Beacon as the Parish Council had submitted the application

3. **MINUTES OF THE ORDINARY MEETING of the Parish Council** held on Wednesday 7th March 2012 were approved as correct and signed accordingly.

FINANCE

Approval of Payments

4. Mr R. Wiseman to village caretaker work 2nd March to 30th March 2012 plus petrol for mower £163.95 (£162.60 net) Cheque No.1075
5. EALC to Cllr Training Day 1 for Mrs Jennings Invoice No.1881 dated 06.03.12 £60 Cheque No.1076
6. Maldon District Council to grass cutting 17th December 2011 to 29th February 2012 £27 (£22.50 net) Cheque No.1077.
7. Essex Wildlife Trust to subscription renewal to March 2013 £40 Cheque No.1078
8. Yes 2 Solutions (formerly called GB Office Group) to self-inking custom stamper. Invoice No.IH493661 dated 30.03.12 £26.34 (£21.95 net) but credit still owing from return of ink cartridges therefore balance due £2.90 (£2.42 net) Cheque No.1079.
9. VHMC to hire of The Norton Room for January to March 2012 PC meetings 6 hours @ £5 £30. Cheque No.1080
10. EALC to 2012/13 affiliation fees for EALC (£236.82) and NALC (£48.73) based on electorate figure in September 2011 £285.55 Cheque No.1081
11. Essex Air Ambulance Grant agreed in November 2011 £100 never received/cheque not cashed Cheque No.001028 dated 2nd November 2011. New Cheque No.1082 issued.
12. Central Design Ceramics Limited 504 Jubilee mugs with CN Logo 504 @ £2.25 plus £45 delivery £1414.80 (£1.179 net). Cheque No.1083
13. LCR Magazine Subscription from June 2012 to May 2013 £15.50. Cheque No.1084

14. Financial Statement

Current balances:

Standard Life 10 Day Notice as at 17 th Mar 2012	£	552.16
Santander as at 2 nd March 2012	£	<u>26,001.95</u>
	£	26,554.11

PLANNING

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

FUL/MAL/12/00202 Playing Field, Cherry Blossom Lane, Cold Norton. Relocation of the beacon from St. Stephens Road to meadow area at far end of playing field in Cherry Blossom Lane. Week No.11 dated 16th March 2012. Members had also been supplied with a copy of the validation letter from MDC as the PC had submitted this application - all Members had therefore declared an interest:

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

Clerk advised Members that since preparing the agenda for this meeting the following application FUL/MAL/11/01058 Barn Lea Lower Burnham Road for the erection of small barn and retention of the storage container for a temporary period until November 2012 had been received and the date by which MDC needed a response was prior to the May PC meeting. As this application was not included on the agenda it could not be considered at this meeting and that due to timing factors MDC had advised that the PC would have to give their opinion on this application before the scheduled PC May meeting. As Members were unable to have an extraordinary meeting to consider the application the Clerk was requested to advise MDC that CNPC would not be submitting an opinion and to liaise with North Fambridge PC to ascertain that they had been consulted as the property whilst technically in the Parish of Cold Norton was very close to North Fambridge.

ACTION: CLERK

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

HOUSE/MAL/11/01118 Cold Norton

Roof conversion, side extension and conservatory to bungalow (revised scheme)
Pensarn Lower Burnham Road Cold Norton Essex
(UPRN - 200000909847)
Nigel John

APPROVED

17. **Parish & Town Council Planning Workshops: 12th and 25th April remaining in this series:** Members were advised that Mr Rivers is planning to attend the session on 12th April in Southminster. Noted by Members.
18. **Consultation on new Community Hospital and Proposal for St. Peters Hospital Site:** Members had been supplied with a copy of sheet from the recent public exhibition. Noted by Members.

HIGHWAYS AND ROAD SAFETY

19. **Surface water on Latchingdon Road adjacent to bridge:** awaiting further update. Noted by Members
20. **Surface water on Latchingdon Road near junction with St Stephens Road:** Clerk has responded re further details requested by Highways, now awaiting update. Noted by Members.
21. **Green Trees Avenue:** Clerk had advised Members that the cracking road surface had been reported to Highways. Noted by Members.

VILLAGE HALL

22. **Report from Parish Council Representatives:** Mrs Garnham reported on two maintenance problems which would be attended to, namely external pipe/guttering and the Velux window in the kitchen. Noted by Members.
23. **Village Hall Project:** Mr Wakeling advised Members that the receipts supplied in relation to the asbestos removal were all in order. Regarding the windows Members were advised that the contractor had agreed to rectify those at ground level, but would not rectify the upper windows. Mr Wakeling recommended that this offer be accepted. Members all agreed. Mr Wakeling will liaise with the Quantity Surveyor. As these were the last two issues to be resolved Mr Wakeling advised that the contractor and Quantity Surveyor would now be able to submit their final invoices.
ACTION: MR WAKELING
24. **Parking at Village Hall:** Members were advised that the parking signs were now in position. It was agreed that regular users at the hall would be asked to note time, date and registration number of cars parked at the hall which were flaunting the rules and forward to the Clerk. Clerk will prepare a standard letter to be placed on the windscreen.
ACTION: CLERK

VANDALISM/POLICE MATTERS

25. **Neighbourhood Meetings:** it was noted that unfortunately no one had been able to attend the two held recently one in Southminster on 21st March and one in North Fambridge on 27th March.
26. **Speed watch:** Members were advised that a meeting was still to be arranged with the new Police Constable to consider logistics of this.
27. **DISTRICT COUNCILLOR'S REPORT:** District Cllr John Archer reported that Derek Lawrence had replaced Jennifer Candler as Head of Planning; a new Head of Finance would be appointed soon and the new waste services had started on 2nd April 2012. Noted by Members.

Mr Wakeling then invited County Cllr Mrs Channer to give a report:

County Cllr Mrs Channer gave a brief update on County matters, advising that ECC has been selected to be one of 4 Government pilot areas for a Community Budget scheme, that there had been no Council Tax increase by ECC (or Maldon District), but the Police element had an increase of approximately 3%, and that responsibility for Health matters would be taken back to local control.

OPEN SPACES

28. **Cowpiece Nature Reserve:** Members were reminded that Mr Litscher and the Clerk would be carrying out the inspection.

29. **Playing Field**

Improvement to skate ramps: Members were advised that the group of young people now had a scheme they would like to present. Group to be advised that they may present to the PC or just to the Clerk and one Cllr.
ACTION: CLERK

Use of playing field for hot air balloon launch: Members had been advised that the group had been responded to /insurance implications being investigated

Fencing around younger children's play area: Clerk updated Members and advised there would be an additional £430 to be paid by the PC towards the cost of the fencing and gates (bulk of the costs being covered by a Big Society Grant). Members agreed to the additional cost

Pre School Outdoor Play Area: Members had been advised that the signed deed had been received back from EET; a letter had been sent to Pre School Chair confirming decisions agreed at last PC meeting; start date to be advised; Clerk & Pre School Chair to liaise re order/paperwork.

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

All above noted by Members.

30. 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 swings, swept the car park, rubbed down 2 benches and applied wood stain and removed fallen branches and weeds from Cowpiece and the playing field to Cowpiece for burning. Noted by Members

31. Allotments: Work in progress. Noted

32. Village Sign: Members were advised that a quote had been received from Bakers to remove sign, refurbish and redecorate in workshop and re affix for £975 ex VAT, plus £80 to apply preserving wood stain to the post in situ. Members approved. **ACTION: CLERK**

33. The Beacon: Members had been advised that the Planning Application had been validated and was out to consultation see Minute No.15. Clerk was asked to ascertain when the beacon would be moved to the Contactor's yard. **ACTION: CLERK**

PUBLIC RIGHTS OF WAY

34. Footpaths Map: work in progress, Noted

35. Footpath 15 (Bridleway): Members had been advised that the hand rail at St. Stephens Road entrance has been damaged and that the PRow Officer has had it removed – waiting further update. Noted.

36. Footpath 20 (Crown Road): Members had been advised that the Clerk had received a report that the gate into Crown Road end wouldn't open/sticking at bottom and had reported to Footpath Officer – waiting update. Noted.

37. Footpath 23/24: Members were advised that an obstruction had been reported to the Clerk, but that the PRow Officer had advised that she had done a site visit at St. Stephens Rd FP23+ FP24 junction and that "*The public right of way is clear, it has been landscaped and grass seeded with no obstructions.*"

38. EMERGENCY PLANNING/PROCEDURES: nothing to report

TRAINING/CONFERENCES/MEETINGS.

39 Broadband: Members had been advised that a volunteer had been requested to come forward to investigate faster broadband for the village; can then reassess the requirement of a presentation from one of the companies offering assistance.

40. Cllr Training: Councillor Training Day 2 is on 25th April 2012. Mr Rivers and Mrs Jennings to advise. **ACTION: MR RIVERS/
MRS JENNINGS**

41. EALC Training: Members had been supplied with details of a new module course for training that is brought to the Council. Members decided not to pursue.

42. ECC Choral Evensong to celebrate Queens Diamond Jubilee Sunday 27th May 2012 6pm: Members had been supplied with details. **ACTION: ALL COUNCILLORS**

CORRESPONDENCE

43. Ramblers letter dated 2nd February 2012: Members had been supplied with details of them new Ramblers Flexigroup model. Noted

44. Anglian Water letter dated 12th March 2012: Members had been supplied with copy letter re drought situation and imminent hosepipe ban. It was noted that in Cold Norton water is supplied through Essex & Suffolk Water.

45. Magnox/Bradwell Site letter dated 19th March 2012: Members had been supplied with copy letter giving details of a temporary closure of car park and restrictions to nature trail from 10th April 2012. Noted.

46. **EALC 8th March 2012:** Re Changes to the Code of Conduct: Members had been supplied with NALC Legal Topic Note 80 explaining how the changes brought about by the Localism Act will affect Parish and Town Cllrs. Members had also been supplied with LTN81 on the related topic of Pre-Determination. Plus EALC advised that re Local Government Pay 2012/13 there will be no changes to pay scales this year (last increase was 2009/10 so 2009/10 scales apply). Noted by Members.

47. **2012 BEST KEPT VILLAGE COMPETITION:** Members were reminded that Cold Norton is entering this and that Mr Wakeling is completing the 500 max words section "*What makes your Village special?*"
ACTION: MR WAKELING

48. **QUEENS JUBILEE 2012:** Clerk presented a sample of the mug and proof for personalisation of mug for Cold Norton. Members were advised that Essex Chronicle want to do a feature on the mugs for the children/donation from a villager, Members agreed to this request, Clerk to liaise with Essex Chronicle. It was agreed to distribute the mugs on Saturday 26th May 2012 10am to 12noon.
ACTION: CLERK

Mrs Garnham gave a brief update on the three days of activates.

Members had been advised that MDC will be presenting Commemorative Medals to primary school children in the Maldon District

49. **THE NORTON:** nothing to report

50. **VILLAGE SURVEY:** Members considered the three print quotes received. It was agreed to appoint Maldon Printing to print 475 copies, Mrs Garnham offered to prepare artwork, Clerk to investigate options regarding maps. Responsibility for progression/approval of artwork etc. agreed will be Mr Wakeling, Mrs Garnham and the Clerk
**ACTION: MRS GARNHAM/
CLERK**

51. **SALT BAG SCHEME:** Members had been advised that second delivery was awaited and that Clerk had chased. Noted by Members.

52. **COLD NORTON SHIELD/VILLAGER OF THE YEAR:** Clerk handed over the shield. Mrs Garnham to arrange engraving.
ACTION: MRS GARNHAM

53. **ANNUAL PARISH MEETING Tuesday 8th May 2012 8pm:** Agenda items agreed: Chairman's Report, District Cllr Report, County Cllr Report (TBC) and Police Report (TBC). Members did not wish to invite any guest speakers. Members then considered the draft Parish Plan prepared by Mr Wakeling and Professor Barclay. It was agreed to present this to the residents at the APM for comments/approval.
ACTION: CLERK

54. **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.)

In relation to various changes Professor Barclay offered to review the Standing orders for consideration at the June PC meeting.

Professor Barclay advised that there is a Transport Meeting on 15th May 2012, which he is unable to attend but that the PC should be represented at. Cllrs to check diaries and advise.

ACTION: ALL COUNCILLORS

DATES OF FUTURE MEETINGS

Provisionally scheduled for 2012: Wednesdays: 2nd May (+ AGM), 6th June, 4th July, 5th September, 3rd October, 7th November, 5th December.

Chairman.....

Date.....