

COLD NORTON PARISH COUNCIL

MINUTES OF THE MONTHLY MEETING OF THE PARISH COUNCIL HELD ON WEDNESDAY 5TH DECEMBER 2012 IN THE NORTON ROOM OF THE VILLAGE HALL

THOSE PRESENT:

Councillors:

Mr J. Archer
Prof L. Barclay
Mrs S. Garnham
Mrs V. Jennings
Mr C. Litscher
Mr P. Wakeling (Chairman)

In attendance: Mrs M. Dyer (Parish Clerk)

392. APOLOGIES FOR ABSENCE: apologies were received and accepted from Mr S. Rivers, County Cllr Mrs Channer and District Cllr Ms White.

393. 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 Allotments as she is an Allotment Holder.

394. Dispensations: Members had been supplied with a copy of NALC LTN80 (National Association of Local Councils Legal Topic Note 80) amended and Members were referred to Paragraph 34 and advised that EALC (Essex Association of Local Councils) had advised that prior to resolution of its budget and precept, a motion be passed delegating the Power to Grant Dispensations to the Clerk; Council Members should then apply to the Clerk for a Dispensation in this matter. Councillors would then be able to discuss and agree the Precept. Members had been supplied with 'Requests for Dispensation' forms to complete and bring to the meeting and advised that regarding the advice from the EALC that at the meeting the Parish Council authorise the Clerk to receive written representations and pass a resolution to authorise the Clerk to accept dispensations.

At the meeting the Members present advised that they did not see the need to sign a dispensation and requested the Clerk write accordingly to the Monitoring Officer for MDC, Mr Eric Whitfield.

ACTION: CLERK

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

FINANCE

Approval of Payments

396. Roy Wiseman to village caretaker work plus mileage to obtain materials for repair to mound slide (Minute No.404 applies) £123.00. Cheque No.1148

397. Essex & Suffolk Water to water used and fixed charge (Allotments) Invoice No.007 dated 21st November 2012 £32.26 (£26.88 net). Cheque No.1149. Mrs Garnham advised Members and the Clerk that the Allotment holders have monies to reimburse the PC. Clerk to raise an invoice.

ACTION: CLERK

398. EALC to Chairman's Training Day 3 on 29th November 2012 for Stewart Rivers. Invoice No.2662 dated 27th November 2012 £65. Cheque No.1150

- 399. Maldon District Council to grass cutting September to end October 2012 Invoice NO.COL58769178 dated 6th November 2012 £221.17 (£184.31 net). Cheque No. 1152 (Cheque No.1151 void)
- 400. BT to village hall pay phone Invoice No.Q049LY dated 13th November 2012 £48.38 (£41.56 net). Cheque No.1153
- 401. Cold Norton Village Hall Management Committee to hire of The Norton Meeting Room for September and October 2012 4 hours £22 plus £5 donation to Christmas Fayre invoice dated 12th November 2012 total £27.00. Cheque No.1154
- 402. Society of Local Council Clerks to membership renewal for 2013 £114. Cheque No.1155
- 403. Maria Dyer office expenses £57.14. Cheque No.1156
- 404. Roy Wiseman to materials for mound slide steps £101.97 (£84.97 net). Cheque No.1148
- 405. HM Customs & Excise Tax/NI to 5th January 2013 £13.00. Cheque No.1157

406. **Financial Statement**

Current balances:

Barclays 10 Day Notice as at 15th May 2012*	£	555.73
Santander as at 2nd November 2012	£	<u>16,502.63</u>
	£	17,058.36

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

- 407. **Council Tax/Precept:** Re this Members had been supplied with correspondence from MDC plus paper from EALC and Precepts Update P39-12 26th October 2012 from NALC. Noted by Members
- 408. **Staff Pensions:** Members had been supplied with NALC Legal Topic Note LTN79 revised October 2012. Noted by Members.
- 409. **EALC Report to Finance Committee dated 14th November 2012:** Members had been supplied with a copy of this report. Noted by Members.
- 410. **Precept for 2013/14:** Members had been supplied with details of spend to date, estimated spend to March 2013, estimated expenditure and precept required for 2013/14. Members considered the figures/calculations at the meeting. Clerk was requested to review figures as discussed (including increase to hall hire costs as advised by Mrs Garnham) and Members to consider the estimated figures for the categories: Capital Spending, Grants/Donations, and Maintenance in relation to works required. **ACTION: MEMBERS/CLERK**

PLANNING

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

FUL/MAL/12/00953 Woodcote, Station Road, Cold Norton. Demolition of existing dwelling and double garage and erection of replacement dwelling with attached garage. Week No.45 dated 9th November 2012:

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

HOUSE/MAL/12/00956 PP-02290797 27 St Stephens Road, Cold Norton. Remove existing conservatory to rear of property, construct single storey rear extension and single storey side extension. Week 48 30th November 2012:

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

- 412. **Chelmsford City Council Core Strategy & Development Control Policies Development Plan Document Consultation dates 19th November 2012 to 14th January 2013.** Members had been supplied with details. It was agreed that the PC would not submit comments.

413. **Maldon District Council Local Development Plan:** Nothing to report from MDC, but Mr Archer advised that MDC were losing appeals because of not having a LDP in place. Clerk was requested to contact Mr Derek Lawrence, Head of Planning Services at MDC re any relevant decision dates.
ACTION: CLERK
414. **EALC Briefing Paper 11/12 Technical Reforms of Planning Appeals.** Members had been supplied with details, but decided not to comment.
415. **St. Peters Hospital:** Members had been supplied with copy e-mail from a Maldon resident. Members advised that they are concerned about the future of St. Peters, but are unable to provide a Councillor for the group proposed in the resident's e-mail.
ACTION: CLERK
416. **Maldon District Council Decisions:** a detailed list had been copied to Members, which is summarised below:

FUL/MAL/12/00719 Cold Norton

Demolition of outbuildings and barn and conversion of former milking parlour to form 2 bed dwelling with associated extensions. Change of use from agricultural land to residential.

Little Cooks Lower Burnham Road Cold Norton Essex

(UPRN - 20000909838)

Mr & Mrs Jenkins **REFUSED**

FUL/MAL/12/00774 Cold Norton

Two proposed 3 bedroom bungalows with garages and new access road

Lone Pines 63A Latchingdon Road Cold Norton Essex

(UPRN - 100090555270)

Mr James Linford **REFUSED**

HIGHWAYS AND ROAD SAFETY

417. **Surface water on Latchingdon Road adjacent to bridge/on Latchingdon Road near junction with St Stephens Road/on road near Thistledown, Latchingdon Road/on road near Burnham Avenue:** nothing to report.
418. **Station Crescent: drain and damage to road:** reported to Highways. Members advised that ECC inspection had taken place.
419. **Overgrown vegetation from bridge to Country Produce:** Members had been reminded that an e-mail had been received from ECC Highways dated 5th November 2012 stating that a highway inspector had made a site visit and noted the vegetation has now been cut. Clerk has advised Highways that the total area had not been cut and has requested a site visit.
420. **EALC Briefing Paper 12/12 'Examining the Speed Limit for HGVs over 7.5tonnes on Single Carriageway Roads':** Members had been supplied with details. Members decided that the PC as a body would not comment, but that Members if they wished respond as individuals/residents.

VILLAGE HALL

421. **Report from Parish Council Representatives:** Mrs Garnham advised that a profit of £500 had been made from the Christmas Fayre and that a new regular dance class would be starting in the New Year.
422. **Village Hall Project:** nothing to report
423. **VANDALISM/POLICE MATTERS:** nothing to report
424. **DISTRICT COUNCILLOR'S REPORT:** District Cllr Archer gave an update re the 'Fambridge Fish Wars' re clams.

425. **COUNTY COUNCILLOR REPORT:** Members had been supplied with a report dated November 2012 from County Cllr Mrs Channer. Noted by Members.

OPEN SPACES

426. **Cowpiece Nature Reserve:** nothing to report

427. **Playing Field:** Members had been advised that:

Improvement to skate ramps – nothing further to report

Football: nothing to report

Pre School outdoor play area – further fault reported by Pre School re gate – contractor advised. Awaiting confirmation from Pre School that they are satisfied with the adjustment. No change re signage - inside hall and external sign to combine usage and acknowledgement to grant funders- Clerk and Pre School Chair to liaise.

Playground inspection – several works need to be carried out, costs to be obtained. Poplar Trees behind swings to be removed per MDC Tree Officer – quote to be obtained to remove trees. Clerk also investigating if swings can be moved and will then comply with current regulations.

Mound slide – Mr Wiseman has repaired, but has been asked to install additional wood panels between top 'step' and top of slide.

Swings – Mr Wiseman has carried out some remedial work, and is also investigating material to repair matting. Relocation of swings being investigated – see above.

Quote being obtained for a self-closing gate for the entrance to the playing field.

Nets for the basketball/netball posts – order to be placed.

428. **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 the following maintenance work: cutting back tree at VH and repairing mound slide. Noted by Members.

429. **Allotments:** nothing to report (see minute 393 and 397).

430. **Notice Board near Charter Cottages:** Clerk to arrange disposal of main body of board and return and storage of header with PC name. **ACTION: CLERK**

PUBLIC RIGHTS OF WAY

431. **Footpaths Map** – work in progress. Noted

432. **Footpath 14/Footpath 19:** Members had been reminded that gate is inoperable and as a temporary measure it is now propped open. PRow has been chased.

433. **Purleigh Byway 32 (Howe Green Road):** Members had been reminded that this in the process of being downgraded to a bridleway, ECC Legal Department progressing. Noted by Members

434. **P4 Paths for Communities/Natural England:** With reference to the paper re this supplied to Members in October who had requested that Clerk research whether this scheme would assist in the creation of a 'new footpath', Clerk advised that this had not yet been researched.

ACTION: CLERK

435. **EMERGENCY PLANNING/PROCEDURES:** Members had been reminded that there were two training sessions in December on 6th and 17th. No one was available to attend. Mrs Garnham

advised that following the sessions attended by Mrs Garnham and the Clerk earlier in the year that notes should have been supplied re setting up an emergency centre. Clerk to chase.

ACTION: CLERK

TRAINING/CONFERENCES/MEETINGS.

436. **Bradwell LCLC:** Members had been advised that Professor Barclay would be attending this. At the meeting Professor Barclay advised that it had been a very good session talking about the process now underway to close down the site, which is expected to be finished and the site secured with in 2015. The 700 staff will be dispersed by 2015 - some are expected to move out of the area, some are expected to retire and some are expected to seek alternative local employment. The next Bradwell LCLC meeting will be on 12th June 2013, after which there will be a meeting to discuss the future of the site.
437. **NALC AGM Held on 31st October 2012:** Members had been supplied with a copy of the report. Noted by Members.

CORRESPONDENCE

438. **Ministry of Justice Community Payback:** Members had been advised that no one had been available to attend the meeting on 23rd November 2012, but the Clerk had requested information. Noted by Members.
439. **Maldon District Council: The National Fraud Initiative (NFI) – Sharing personal Data:** information had been supplied to Members. Noted by Members
440. **RCCE Community Oil Buying Scheme:** Members had been supplied with updated information which clarified that this scheme is open to anyone to join; membership is on an individual basis and is not dependent on having a minimum number of people joining in a village or having a co-ordinator in the village. Minimum order quantity per individual is 500 litres. Clerk to include this in the next PC report in The Beacon. **ACTION: CLERK**
441. **MDC Leisure Centre Survey:** copies of this were distributed to Members at the meeting and Members advised that the survey runs to 22nd February 2013. **ACTION: MEMBERS**
442. **THE NORTON:** nothing to report.
443. **VILLAGE SURVEY:** Members were advised that printing was complete and that Mr Wakeling would write a letter to accompany the report to be delivered to all households in the Parish. Noted by Members.
444. **WINTER SALT BAG SCHEME:** Members had been reminded that ECC are running this scheme again and advised that further stock of salt had been received and insurance was being reviewed. Revised paperwork now received and would be distributed to last year's salt team members. Copy of paperwork supplied to Members. **ACTION: CLERK**
445. **CODE OF CONDUCT:** Members were advised that Clerk is to talk to the new Monitoring Officer. **ACTION: CLERK**
446. **RISK ASSESSMENT/FINANCIAL REGULATIONS:** Members were reminded that Mr Rivers is reviewing.
447. **JUBILEE MUGS:** Members were advised that at the VH Christmas Fayre a few 'free' mugs were claimed and some sold, still waiting for some mugs to be collected, but 188 mugs have been given to the VHMC; the Clerk is currently holding 15 mugs and will prepare final stock/financial report for next meeting and may have a report from VHMC re their plans for the 188 donated mugs. Members had been supplied with copy of a thank-you e-mail from two Children. Noted by Members.

448. MATTERS TO REPORT (Members were reminded that no decisions may lawfully be made under this agenda item - however matters may be discussed which involve exchanges of information only.)

There was great concern expressed by all Members re the condition of the roads that day due to snow and the fact that the roads had not been gritted by ECC. Clerk to convey this to ECC.

ACTION: CLERK

DATES OF FUTURE MEETINGS

Provisionally scheduled for 2013: Wednesdays: 9th January, 6th February, 6th March, 3rd or 10th April, 1st or 8th May (also AGM), 5th June, 3rd July, 4th September, 2nd October, 6th November and 4th December.

Members requested Clerk investigate dates in April 2013 for the Annual Parish Meeting.

There being no further business the meeting was closed at 9.30pm

Chairman.....

Date.....