

COLD NORTON PARISH COUNCIL

MINUTES OF THE MONTHLY MEETING OF THE PARISH COUNCIL HELD ON WEDNESDAY 6TH FEBRUARY 2013 IN THE NORTON ROOM OF THE VILLAGE HALL

THOSE PRESENT:

Councillors:

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

In attendance: Mrs M. Dyer (Parish Clerk)
One Member of the Public

509. **APOLOGIES FOR ABSENCE:** apologies were received and accepted from Professor L Barclay, Mr C Litscher, Mr J Archer, County Cllr Mrs Channer and District Cllr Ms White.
510. **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.
511. **DISPENSATIONS:** At the January meeting Prof Barclay offered to redraft a general dispensation for consideration at the February meeting. Professor Barclay was unable to attend this meeting but had supplied a draft for consideration to the Clerk – this was duly distributed to those members present at the meeting and would be passed to absent Members for review to be discussed/considered at the March meeting
**ACTION: CLERK/
ALL MEMBERS**
512. **MINUTES OF THE ORDINARY MEETING of the Parish Council** held on Wednesday 9th January 2013 were approved as correct and signed accordingly.

FINANCE

Approval of Payments

513. Roy Wiseman to village caretaker work £58. Cheque No.1167
514. The Information Commissioner to data control renewal from 3rd March 2013 to 2nd March 2014 letter dated 20th January 2013 £35. Cheque No.1168
515. Cold Norton Parochial Church Council to grant as agreed at January 2013 meeting Minute No.465 applies £500. Cheque No.1169
516. Maria Dyer office expenses £19.05. Cheque No.1170
517. EALC to Funding Training Session 6th March 2013 half day Invoice No.2788 dated 6th February 2013 £30. Cheque No.1171
518. EALC to Allotments Training Session 28th February 2013 whole day (cost being split with Danbury Parish Council) Invoice No.2790 dated 6th February 2013 £32.50. Cheque No.1171
519. E-on to electricity for street lights January 2013 Invoice No.HE1A3F0D0 dated 1st February 2013. £46.85 (£44.62 net) taken by direct debit taken on 11th February 2013.

520. Financial Statement

Current balances:

Barclays 10 Day Notice as at 15th May 2012*	£	555.73
Santander as at 2nd January 2013	£	<u>14,616.70</u>
	£	15,172.43

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

PLANNING

With the agreement of the Members the Chairman brought forward the following item as it related to the Member of the Public present at the meeting who wished to speak about the matter:

- 521. Erection of Tarpaulin on old railway bridge:** Members had been advised that the Clerk had received a letter from MDC dated 18th January 2013 confirming that an investigation by the planning enforcement section had commenced.

The Chairman closed the meeting to allow the Gentleman to speak: Mr Hartland spoke about the reasons for erecting this 'temporary fencing' and advised that he has a meeting scheduled with MDC Planning. Mr Hartland advised that he wished to work with the Councils (District and Parish) to find an acceptable solution. The Parish Council advised that it would wait to see what MDC says is acceptable, but that the Parish Council would prefer nothing at this 'gateway to the village', but if something is permitted under planning regulations, that it should be as low as possible and as natural as possible.

Mr Hartland also advised problems with 'water' in the alleyway/by bridge and that he has spoken to Ms J. Gilbert at ECC Highways. Mr Wakeling advised that this was an item that the PC was aware of and has been the subject of on-going discussion with Highways.

Mr Hartland then departed and the meeting was reopened.

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

HOUSE/MAL/12/01069 PP-02364671 6 Ferris Avenue Cold Norton. Demolish existing garage and erect single storey side extension comprising of garage, dining room and conservatory. Week No.2 dated 11th January 2013:

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

HOUSE/MAL/13/00031 6A St Stephens Road, Cold Norton. To part demolish side garage/store, erect single storey side and rear extension and detached garage. Week No.3 18th January 2013:

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

- 523. MDC Planning Workshops:** Members had been advised that the session on 24th January had to be cancelled and reminded that the spring sessions were scheduled for Thursday 11 April 2013 at Royal Burnham Yacht Club and 7pm Tuesday 23 April 2013 at Goldhanger Village Hall. Mrs Jennings and Mr Rivers advised that they would attend the 11th April session. Clerk to make the necessary bookings.

**ACTION: CLERK/
MRS JENNINGS/
MR RIVERS**

- 524. Maldon District Council Local Development Plan:** Members had been advised that The Senior Planning Policy officer has advised: "A series of meeting and committees are being arranged at the moment to try to push the LDP forward. We will probably have a better idea of any timescale by the end of February". Noted by Members.

- 525. Maldon District Council Decisions:** a detailed list had been copied to Members, which is summarised below:
- HOUSE/MAL/12/00956 Cold Norton**
Remove existing conservatory to rear of property, construct single storey rear extension and single storey side extension.
27 St Stephens Road Cold Norton Essex CM3 6JE
(UPRN - 100090555816)
Mr & Mrs Maynard **APPROVED**
- HOUSE/MAL/12/01008 Cold Norton**
Alterations, remodelling and extensions consisting of mainly first floor additions to existing bungalow
Great Canney Farm Hackmans Lane Purleigh Essex
(UPRN - 100091256744)
Mr Graham Stripe **APPROVED**
- 526. Maldon District Council Schedule of Meetings 2013/14:** Members had been supplied with details. Noted by Members.
- 527. ECC Replacement Minerals Plan:** Members had been supplied with details of the Pre Submission Draft and advised that the engagement period was 17th January to 28th February 2013. Members advised that they did not wish to respond as it was not relevant to the Parish
- 528. Planning Appeal. Application Ref No.HOUSE/MAL/12/00790. 18 Latchingdon Road. Extend dormer window to rear. Appeal Ref No.APP/X/1545/D/13/2190590.** Members were advised of this appeal and reminded that CNPC had not objected to this application. Members advised that they did not wish to submit any further comments.
- 529. St Peters Hospital:** Members had been supplied with copy of a further e-mail from a Maldon resident updating the situation. Noted by Members

HIGHWAYS AND ROAD SAFETY

- 530. Surface water issues on Latchingdon Road adjacent to bridge, near 46 Latchingdon Road, on road near Thistledown, Latchingdon Road, on road near Burnham Avenue and by junction of Stow Road and Hagg Hill:** Members had been advised that a letter had been sent to the Minister for Transport and ECC personnel as instructed regarding surface water issues and as requested the Clerk had also put them forward to 'Local Highways Panel – Potential Schemes' – Members had been supplied with copies of this and other potential schemes, but that the Highways Liaison Officer had advised that these were Maintenance issues and had referred them to the Engineering Team via the Customer Liaison Team. Noted by Members.
- 531. Station Crescent: drain and damage to road:** Members had been reminded that this had been reported to Highways and that an inspection had taken place. Noted by Members.
- 532. Overgrown vegetation from bridge to Country Produce and to Palepit Roundabout:** Members had been advised that this had also been included in LHP Potential Schemes and had been supplied with a copy of the forms; The Highways Liaison Officer had advised he had referred this to the Highways Rangers/Cyclical Maintenance Team. Noted by Members.
- 533. Local Highways Panel – Potential Schemes:** Members had been supplied with copies of the forms and advised that the Highways Liaison Officer had advised re St Stephens Road, Fambridge Road end that this is a maintenance issue and had referred this to the Engineering Team, same for resurfacing of footway surface from bridge to Palepit Roundabout; again referral was via Customer Liaison Team. Noted by Members.

534. **Road Closure Latchingdon Road/Bardwells Yard from 7am Thursday 21st February 2013 to 6pm Saturday 23rd February 2013:** Members had been supplied with a copy of the Public Notice which would also be displayed on the Notice Boards. Noted by Members.

VILLAGE HALL

535. **Report from Parish Council Representatives:** Mrs Garnham reported that the VHMC are having more regular meetings, that Mr Skitmore continued to carry out monthly maintenance checks and that an enquiry to use the hall had been received from the local U3A. Noted by Members.
536. **POLICE MATTERS/ANTI-SOCIAL BEHAVIOUR:** Mr Wakeling convened to Members Mr Guppy's recent experience regarding fly tipping of rubbish bags on his property. Mrs Garnham advised that recently there had been dog fouling on the allotment site. Clerk to contact the dog warden at MDC.
ACTION: CLERK
537. **DISTRICT COUNCILLOR'S REPORT:** Members had been supplied with a report in January 2013.
538. **COUNTY COUNCILLOR REPORT:** not available.

OPEN SPACES

539. **Cowpiece Nature Reserve:** Nothing to report
540. **Playing Field:** Members had been advised/reminded that:
Improvement to skate ramps – nothing further to report
Football – due to inclement weather no games had been played recently
Pre School outdoor play area – fault re gate, Pre School had advised that work had remedied the problem. Signage inside hall and external sign to combine usage and acknowledgement to grant funders – still to be actioned.
Playground inspection – some works had been carried out. Poplar Trees to be removed per MDC Tree Officer – quote to be obtained to remove trees, subject to situation re swings.
Mound slide – Mr Wiseman had repaired, but would be installing additional panels between top step and slide platform area.
Swings – remedial work carried out to matting. Relocation of swings being investigated.
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.
Fields in Trust – application being processed (Clerk to supply deeds and Mr Wakeling would be taking photos when weather permits)
541. **Village Caretaker work:** Members had been advised that Mr Wiseman had continued to carry out this work, which included regular litter picks and safety checks at the playing field,
542. **Allotments:** nothing to report
543. **Notice Board near Charter Cottages:** Clerk waiting to hear from the Housing Association re disposal of main body of board and return and storage of header with PC name. Noted by Members.

PUBLIC RIGHTS OF WAY

544. **Footpaths Map:** Members advised that this is work in progress and would be given priority as P3 grant is only valid until end of March 2013. Noted by Members.
545. **Footpath 14/Footpath 19:** Members had been reminded that gate is inoperable and as a temporary measure it is now propped open and advised that the PRoW had confirmed that an order with contractor had been placed, PRoW was following up. Noted by Members.
546. **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
547. **Footpath 28: Proposed Reduction in Width:** Members had been advised that this request to ECC had come from one of the residents as this footpath goes through his garden. It was just at the enquiry stage with neighbouring properties. Depending on this initial enquiry the next stage would be a consultation involving the Parish Council and all the utility services. The path at present has a varying width; proposal is to make it 2 meters all the way along. All costs would be borne by the resident who initiated the enquiry. At the meeting the plan showing the existing position and proposed position was viewed by Members. Noted by Members.
548. **P4:** Members were advised that this was being researched. Noted by Members.
549. **EMERGENCY PLANNING/PROCEDURES:** Members had been supplied with a request from MDC re vulnerable people. Clerk to respond as discussed. **ACTION: CLERK**

TRAINING/CONFERENCES/MEETINGS

550. **EALC Training Sessions 2013:** Members were reminded that the following sessions would be attended: Allotments and Funding by Clerk and Chairman's Day 1 by Mr Rivers. Noted by Members

CORRESPONDENCE

551. **ECC Community Building/Volunteering Initiative:** Members were advised that the Clerk had written to Rev Manley as requested advising article placed in The Beacon and asking if there was anything further that CNPC could do to help and that Rev Manley had replied advising that the PCC would be meeting on 7th February to discuss. Noted by Members.
552. **Viking Maldon District Community Transport:** letter dated 17th January 2013 regarding probable change in ownership had been supplied to Members. Noted by Members
553. **Village Agent:** e-mail dated 18th January 2013 re support/winter survival pack had been supplied to Members. Members requested that this availability be publicised in The Beacon and on village notice boards. **ACTION: CLERK**
554. **Essex County Fire & Rescue Service Integrated Risk Management 2013 – 2016:** Members had been supplied with link to this consultation which runs to 15th April 2013. Deferred to March Meeting. **ACTION: CLERK**
555. **Maldon District Council (Cllr Beale) Engagement with Parish Councils.** Letter dated 25th January 2013 supplied to Members. (Response needed by 8th March 2013). Discussed, but no suggestions re additional engagement opportunities. **ACTION: CLERK**

- 556. **ECC Superfast Broadband Communications:** E-mail dated 24th January 2013 supplied to Members and advised that the Clerk has requested a presentation and given date of PC meetings. Noted by Members.

- 557. **NHS 111 (replacement for NHS Direct 08456 4647 Service):** Briefing note dated 21st January 2013 had been supplied to Members. Noted.

- 558. **Bradwell LCLC:** letter dated 29th January 2013 plus minutes from December 2012 meeting had been supplied to Members and advised date of next meeting is Tuesday 11th June 2013. Noted by Members.

- 559. **WINTER SALT BAG SCHEME:** Members had been reminded that Mr Litscher had delivered to volunteers and that Mr Wiseman had access to remaining stock; re a new volunteer Clerk had supplied paperwork to potential volunteer, but to date they hadn't returned it. Members felt the scheme was effective and Clerk should write to volunteers to thank them for their participation.
ACTION: CLERK

- 560. **STANDING ORDERS/RISK ASSESSMENT/FINANCIAL REGULATIONS:** Members were reminded that Mr Rivers is reviewing risk assessment and financial regulations (required before next internal audit); Clerk advised that publication of NALC's 2nd edition of Standing Orders will be in Autumn 2013 – review of Standing Orders will be undertaken on receipt of this 2nd edition. Noted by Members

- 561. **JUBILEE MUGS:** Members had been reminded that 188 had been given to the VHMC and that they will consider how they will use them. Clerk still has 15 – some earmarked for parents who submitted forms but have not yet collected their children's mugs. Noted by Members.

- 562. **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.)

Web Site – Clerk reported on the problems being experienced by the current web master.

Crown Road – condition

Villager of Year – requests for contenders for the title to be advertised

Village Hall Defibrillator Project – Mrs Garnham advised that the fund now only required £50 to obtain the equipment (Members duly responded by personally contributing the required amount) and that the VHMC have a list of residents who are willing to be trained as First Responders.

DATES OF FUTURE MEETINGS

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

APM will be on Wednesday 24th April 2013

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

Chairman.....

Date.....