

COLD NORTON PARISH COUNCIL

MINUTES OF THE MONTHLY MEETING OF THE PARISH COUNCIL HELD ON WEDNESDAY 7TH JANUARY 2015 IN THE NORTON ROOM OF THE VILLAGE HALL

THOSE PRESENT:

Councillors:

Professor L Barclay (Vice Chairman)
Mrs S Garnham
Mrs V Jennings
Mr P Wakeling

In attendance: District Cllr Ms White
Mrs M. Dyer (Parish Clerk)

556. APOLOGIES FOR ABSENCE: apologies were received and accepted from Cllrs Mr Archer, Mr Litscher and Mr Rivers and County Cllr Mrs Channer.

557. 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

558. MINUTES OF ORDINARY MEETING of the Parish Council held on Wednesday 3rd December 2014. Mr Wakeling pointed out that the reference to land adjacent to Cowpiece had been omitted from these minutes. Clerk to add the following to minute No.535: *'Land in St Stephens Road adjacent to Cowpiece: the land has been filled with a considerable amount of debris and is unsightly and it was agreed to revoke the 'Untidy Land Act'. Clerk to contact the Enforcement officer at MDC.'* Subject to that addition the minutes were approved and the Vice Chairman may then sign.

ACTION: CLERK

559. DISTRICT COUNCILLOR'S REPORT: District Cllr Ms White advised that due to the Christmas break that there were no updates other than in reference to the LDP - a reminder that the hearings start this month and Enforcement issues which were covered within the agenda.

District Cllr Ms White then left the meeting

560. COUNTY COUNCILLOR REPORT: Members had been supplied with a report from County Cllr Mrs Channer covering the period November/December 2014 Noted by Members. At the meeting members were advised that a further report had been received on 6th January 2015 – this would be forwarded to Members.

FINANCE

Approval of Payments

561. BT Payment Services to VH pay phone. Members had been advised that due to new regulations BT had had to change to type of account for this phone from 'residential' to 'business' and supplied with a copy of Invoice No.Q001ES dated 12th November 2014 £97.03 (£80.86 net) covering the line rental period from 13th October 2014 to 31st January 2015, which contains an overcharge of £12,

which would be credited on the February 2015 invoice; the PC would also receive a cheque from the 'residential' payment made in August 2014 as that invoice had covered the line rental period to end of October 2014. This changeover, due to errors by BT with paperwork and invoicing has involved many very long telephone conversations with BT. Noted by Members. Cheque No.1345

- 562. Roy Wiseman to village caretaker work from 1st December 2014 to 5th January 2105. Invoice dated 5th January 2015 £130.50. Cheque No.1346
- 563. Sue Lees Consultancy to maintenance fee for January 2014 Invoice No.0001859 dated 8th December 2014 £30.00. Cheque No.1347
- 564. E-on to electricity for street lights November 2014 Invoice No.H10CEC4CAA dated 1st December 2014 £45.34 (£43.18 net) taken by direct debit on 11th December 2014.
- 565. Maria Dyer office expenses for three months from 25th Sept to 31st Dec 2014 £118.38. Cheque No.1348
- 566. St Stephens Parochial Church Council to grant of £500 as agreed at December 2014 meeting (Minute No. 508 applies). Cheque No.1349.
- 567. Essex Air Ambulance to grant of £65 as agreed at December 2014 meeting (Minute No.508 applies). Cheque No.1350.
- 568. PH Coote Limited to works to street light No.15 (Crown Road) Invoice No.17726-27222a dated 11th December 2014 £89.66 (£74.72 net). Cheque No.1351.

569. **Financial Statement**
Current balances:

Barclays 10 Day Notice as at 10 th April 2014*	£	564.24
Santander as at 2 nd December 2014	£	<u>28,551.21</u>
	£	29,115.45

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

Professor Barclay proposed that the next two agenda items be reversed as the decision re the PC applying for a PWLB would impact on the Precept. All Members were in agreement.

- 570. **PWLB - proposed loan re solar panels for Village Hall:** Members had been supplied with a report which included three quotes for the installation and figures re the FIT payback covering the PWLB. At the meeting Members were given a copy of the completed PWLB application form. Professor Barclay went through the report at the meeting advising Members that the figure was based on other examples and was therefore a 'conservative calculation'; in Year 1 based on the calculation using the repayments on the PWLB web site that a shortfall from FIT against PWLB repayments could be c£17, but as this is such a small amount was not as a problem. Professor Barclay pointed out that it was not known if the FIT Payback would be received at a similar time as the bi-annual repayment times for PWLB, but that this should not pose a problem. Professor Barclay stressed that a major benefit of installing the solar panels would be cheap electricity for the Village Hall - a reduction of £800 per annum in power costs. Planning permission is not required. Members were advised that in addition to the cost for installation an Energy Performance Certificate (EPC) is required at £350 ex VAT. Members discussed the report and the PWLB application form and were all in agreement to apply for a PWLB loan and authorised the £350 for the EPC. Clerk to proceed with the PWLB application and an order be placed for the EPC. **ACTION: CLERK**

- 571. **Precept:** Members had been supplied with letter dated 4th December 2014 from MDC explaining new format for completion of precept from taking into account the Local Council Tax Support (LCTS) Scheme and figures supplied by MDC showing the effect of the occupation of new houses at Willow Court would make to the Council Tax. At the meeting budget spend and precept calculation sheets were distributed, incorporating changes from December meeting and including figures for a possible new PWLB loan. Members discussed and agreed a Precept of £24,700, an increase of £1,700 over the previous year, necessary to cover rises in maintenance and administration costs, plus an allowance for election costs and Cllr Training. Clerk to advise MDC accordingly. **ACTION: CLERK**

- 572. **Audit:** Members were advised that a copy of the completed audit was displayed on the main PC notice board outside 14 Latchingdon Road from 11th November 2014 to 2nd January 2015 inclusive. Noted by Members.

PLANNING

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

HOUSE/MAL/14/01083 Lone Pines, 63A Latchingdon Road, Cold Norton. Alterations to existing conservatory including the provision of a new roof and the erection of a link between the conservatory structure and existing swimming pool. Week No.48 dated 28th November 2014. Members had been advised that the respond by date was 19th December 2014, but that MDC was unable to give an extension and had advised that comments if submitted after the January meeting may not be taken into account. Noted - no comments to be submitted.

FUL/MAL/14/01197 Turncole Farm, The Marshes, Southminster. Application for variation of conditions 9 & 14 on approved application FUL/MAL/10/01070 (Wind Farm Development consisting of seven three-bladed, horizontal-axis wind turbines, each up to 126.5m maximum height to blade tip, with associated electricity transformers, underground cabling, access tracks, road widening works, crane hard standing, control building, substation compound, communications mast and anemometry mast for a period of twenty five years. Also temporary works including a construction compound, lay down area, rotor assembly pads, turning heads, welfare facilities and four guyed anemometry masts - allowed on appeal references APP/X1545/A/12/2179484 and APP/X1545/A/12/2179225) Condition 9 - To facilitate the option to deliver turbine components via marine delivery. Condition 14 - Reduce the minimum hub hut to maximise the options in relation to turbine selection. Week No.50 dated 5th December 2014. Respond by date was 2nd January 2015 – extension not possible. Noted, No comments to be submitted.

HOUSE/MAL/14/01163 PP-03818032 19 St Stephens Road, Cold Norton. Proposed new detached garage. Week No.52 dated 26th December 2014:

Cold Norton Parish Council OBJECTS to the proposal contained within the above application and recommends that Maldon District Council REFUSE CONSENT.

The Parish Council's reason for this recommendation is that the proposal is for a permanent building close to the frontage which will make a substantial intrusion to this tree lined landscape.

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

HOUSE/MAL/14/00625 Cold Norton

Installation of solar panels at rear of property (retrospective)
18 Green Trees Avenue Cold Norton Essex CM3 6JA
(UPRN - 100090554873)
Mrs E Lieberman **REFUSED**

FUL/MAL/14/00906 Cold Norton

Alterations, remodelling and extensions to planning permission FUL/MAL/11/00741(One 4 bed bungalow with basement and one 5 bed bungalow with basement)
White Acres Crown Road Cold Norton Essex
(UPRN - 100091256511)
Mr S Rivers **APPROVED**

AGR/MAL/14/01097 Cold Norton

Erection of agricultural an building for the storage of farm machinery and shelter for animals during adverse weather.
Land at Corner of Fambridge Road and St Stephens Road Cold Norton Essex
(UPRN - 010013998744)
Miss Anne-Marie Pharoah

REASON FOR REFUSAL

On the basis of the information submitted, the proposed development does not constitute permitted development under Schedule 2 Part 6 Class A of the Town and Country Planning (General Permitted Development) Order 1995 (as amended). In addition the Local Planning Authority

considers the siting and appearance within an open and prominent location would result in the building having a significant and detrimental impact upon the rural countryside in this location.

HOUSE/MAL/14/00612 Cold Norton

Proposed double garage and rooms above with single storey link from existing dwelling.

Toad Hall Station Road Cold Norton Essex

(UPRN - 100091257160)

Miss M Williams **REFUSED**

- 575. Local Development Plan:** Members were advised that examination hearings will be from 20th January to 4th February 2015. Noted.
- 576. Klenya, Latchingdon Road, Cold Norton - boundary fence:** in hand with MDC Enforcement Officer as advised. Noted
- 577. Hillsborough 42 Latchingdon Road - unauthorised outbuilding and access:** in hand with MDC Enforcement Officer as advised. Noted
- 578. MDC Community Infrastructure Levy Charging Schedule:** as advised CIL Examination Hearings are unlikely to commence before summer 2015, due to link with LDP. Noted
- 579. Affordable Housing:** held in abeyance pending LDP. Noted.
- 580. AGR/MAL/14/00210 Land at corner of St Stephens Road and Fambridge Road:** awaiting update. Noted.
- 581. Vehicle Accesses along St Stephens Road:** awaiting response. Clerk to request County Cllr Mrs Channer to assist.
ACTION: CLERK
- 582. Blue Hoarding – Old Fire Station site:** Members had been advised that this was in hand with MDC Enforcement Officer and that an inspection by MDC was scheduled for late January 2015. At the meeting Members were advised that work had started at the site on Monday 5th January 2015. Noted.
- 583. Tree at Allotment:** Members had been supplied with copy email from a nearby resident requesting that the tree be trimmed back. Members requested that Clerk review extent of allotment site via Land Registry.
ACTION: CLERK
- 584. Flood Problems – priorities to be advised to ECC in its role as the Lead Local Flood Authority affecting properties:** copy letter had been supplied to Members. Mrs Garnham to supply details to Clerk.
**ACTION: MRS GARNHAM
CLERK**
- 585. MDC Planning Training Event:** details had been supplied to all Members. It was noted that subject to the date, Mr Rivers and Mr Litscher plus Clerk will attend.

HIGHWAYS AND ROAD SAFETY

- 586. Various issues with ECC for action:** Clerk following up **ACTION: CLERK**
- 587. Hackmans Lane:** Members had been reminded that concern had been expressed verbally to the Clerk re speed and accidents, damage to cars parked in layby and to walls of houses opposite (Clerk had requested this in writing, but had not received it to date), that one speed sign is down at moment, and that there had been some cutting back of vegetation on this section of road. Members requested that sign is reported and then the item is taken off the agenda.
ACTION: CLERK
- 588. Cutting back from bridge to County Produce:** Members had been advised that MDC Highways Rangers have reported back to MDC that they were unable to side right back as the area of footway closest to overgrowing vegetation is breaking up and that the Clerk had been requested to resubmit to MDC Rangers for onward referral to ECC Highways.
ACTION: CLERK

VILLAGE HALL

589. **Report from Village Hall Representative:** Members were advised that fund raising events in 2014 had proved successful and that the next VHMC meeting was scheduled for 12th January 2015. Noted.
590. **Lunch Club for Elderly Residents:** Members were advised that the coffee mornings were proving popular and that the Christmas lunch attended by 16 residents had been very enjoyable. Noted.
591. **Parking at Village Hall:** nothing to report. **ACTION: MRS GARNHAM**
592. **Defibrillator:** Members were advised that training is still to be undertaken and that the grant application had been successful, so only £400 is now required. Noted by Members.
593. **Essex Boys & Girls Club:** Clerk still to talk to Guides **ACTION: CLERK**
594. **Climate Energy/Solar panels/Energy Performance Requirements:** Minute No.570 applies.
595. **Toilets – renovation works:** Members were advised that with the £14,772 grant awarded by ECC CIF, the £10,000 grant awarded by EET and the monies put aside by PC that works can now go ahead. Members were supplied with copy emails confirming, as had already been indicated to Members that due to time lapse, an increase in contractor costs by 1.5% i.e. £419.87 plus decision needed re sterilisation extra recommended by the Contractor. Members were reminded that there is a contingency within the costs of the project. Members accepted the additional costs.

POLICE MATTERS/ANTI-SOCIAL BEHAVIOUR

596. **Southminster Police Report:** to date no new report had been received
597. **Street Meets:** Members had been reminded that the next one in Cold Norton was scheduled for Saturday 24th January 2015 11am to 12noon at Village Hall. Noted
598. **Parking in St Stephens Road:** nothing to report. Members reported that concerns from Station Crescent residents had been relayed re the possibility of yellow lines in St Stephens Road.

OPEN SPACE

599. **Cowpiece Nature Reserve:** Members had been reminded that the Clerk had researched the 'history' re fencing with adjoining land, and advised that this was still to be discussed with Mr Litscher as the Nature Reserve Representative. Per Minute No.558 Clerk to report untidy land to MDC Enforcement Officer **ACTION: CLERK**
600. **Playing Field:** Members had been reminded/advised that the mats under swings had been temporarily re-laid, and that the Contractor had been due to carry out the permanent fixing in October, but had been unable to do so due to illness – awaiting update; re Independent Playground Inspection 2014 - actions agreed, being progressed; Sports Wall/Kickwall – nothing to report; Signing on outdoor play area – replacement required.
- Fields in Trust: extent of 'Trust Area' to be clarified by Title Deed Numbers, plus response to questions raised by FIT re Big Lottery etc. **ACTION: CLERK**
601. **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: removed fallen branches at Three Ash Corner, cut back hedge and removed fallen tree on Latchingdon Road opposite De Laches. cut back hedge/removed fallen tree/edged path and unblocked gullies at Three Ash Corner, cleaned road signs for Hackmans Lane, Howe Green Road and Latchingdon Road, swept bridge and weeded 'Alec's Garden'. Noted
602. **Allotments:** invoice to be raised re water usage. Noted. **ACTION: CLERK**

603. **Watercourse Mapping Project:** Members were advised that mapping was nearly finished – only area remaining was that bordering South Woodham Ferrers. Noted.

PUBLIC RIGHTS OF WAY

604. **Footpaths Map:** Mr Litscher sourcing frame for installation at Village Hall.
ACTION: MR LITSCHER
605. **Footpath 28 Proposed Reduction in Width/Footpaths 12/13 bridge brickwork/Footpath 19:** Nothing to report. Clerk to follow up
ACTION: CLERK
606. **Bridleway 29:** Members had been advised that confirmation re PRow Officer's request for funding improvements and resurfacing was awaited and that re the change to entry point for this bridleway, that clarification was needed plus details of land owner from ECC Officer to pass on PC thanks. Members were advised that re the problem re water from St Stephens Road affecting bridleway surface had been reported to ECC Highways the following reference No. received: '*Essex Highways Drainage Problems - Enquiry 2374095*'. Noted
607. **EMERGENCY PLANNING/PROCEDURES:** Members had been supplied with details of short presentation available to Parishes. Members deferred to February meeting. It was noted that Mr Rivers is in the process of writing a plan.
ACTION: MR RIVERS/CLERK

TRAINING/CONFERENCES/MEETINGS

608. **Decommissioning Bradwell:** Members had been supplied with details of two meetings 20th January 6pm in Bradwell and Tuesday 27th January 2015 6.30pm in West Mersea, Members to advise.
ACTION: ALL MEMBERS
609. **Dengie Hundred Group of Parish Councils:** Members were reminded that the next meeting is on Wednesday 21st January 2015, in Mayland. Mrs Jennings to attend.
ACTION: MRS JENNINGS
610. **RCCE Active Communities Coffee Morning:** Members had been supplied with details - Thursday 26th February 2015 10am to 12noon in Manuden VH. No one available to attend.
611. **RCCE Neighbourhood Planning:** Members had been supplied with details - Saturday 21st March 10am to 1pm in RCCE Offices Feering. No one available to attend.
612. **RCCE Linking Community Led Plans to Policy and Strategy:** Members had been supplied with details - Tuesday 12th May 7pm to 9.30pm in RCCE Offices Feering. No one available to attend.

CORRESPONDENCE

613. **NHS Mid Essex Outcome of Immediate Care Consultation including walk in centre at Boreham (email dated 4th December 2014):** Members had been reminded that this Consultation had been considered at September 2014 meeting (Minute No.346 applies – individual member responses). Members were advised that the Clerk had responded as an individual and had received results of consultation and that Members who had responded as individuals should also have received results direct). The link to outcome of the consultation had been emailed to Members. Noted.
614. **Professional Youth Workers (email dated 12th December 2014):** Members had been supplied with details of ECC Youth Service Capital Sum for Youth Provisions and had been advised that these would be forwarded to the Cold Norton Guide Group. Noted.
615. **Rural Services Network (email dated 10th December 2014):** Launch of Rural Services Network Manifesto had been forwarded by email to Members. Noted.

616. **Community Agents Essex: Update December 2014 (received 22nd December 2014):** copy had been supplied to Members. Clerk to pass details of local Community Agent to Mrs. Garnham re the Senior Citizen Lunch Club. **ACTION: CLERK**
617. **Rural Services Network (email dated 29th December 2014):** results of the Parish Rural Sounding Board Survey had been forwarded to Members by email. Noted.
618. **THE NORTON:** Members briefly discussed the successful purchase of the site by The Norton Community Pub Limited. Clerk was requested to write to The Norton Chairman congratulating the Committee for their patience and commitment on their success securing a vibrant centre for the village. **ACTION: CLERK**
619. **WINTER SALT BAG SCHEME:** nothing to report
620. **STOW MARIES AERODROME:** Members had been supplied with a copy of a letter sent to the owner re possible joint event in 2016. Clerk was requested to follow this up with the new Trustees. **ACTION: CLERK**
621. **BROADBAND:** Members had been supplied with the latest 'Superfast Report'. Clerk was requested to write to County Cllr Mrs Channer in relation to this report that Cold Norton is 'falling off' the Broadband Map and that local businesses need a good Broadband service, requesting the County Cllr's help. Clerk to also contact the Purleigh PC. **ACTION: CLERK**
622. **STANDING ORDERS:** to be reviewed/updated prior to Elections.
623. **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.)
Villager of the Year briefly discussed.
624. To consider **DATES OF FUTURE MEETINGS**
Provisionally scheduled for 2015: Wednesdays 4th February, 4th March, 2nd April
As advised due to Elections in May 2015 the APM will need to be in March 2015 to avoid the PURDAH period; possible dates being investigated with VHMC Booking Clerk.

There being no further business the meeting was closed at 9.45pm

Chairman.....

Date.....