

COLD NORTON PARISH COUNCIL

MINUTES OF THE MONTHLY MEETING OF THE PARISH COUNCIL HELD ON WEDNESDAY 8TH FEBRUARY 2012 IN THE ST.STEPHENS ROOM OF THE VILLAGE HALL

THOSE PRESENT:

Councillors:

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

In attendance: Mrs M. Dyer (Parish Clerk)
Two Members of the Public

458. APOLOGIES FOR ABSENCE: apologies were received and accepted from Parish Councillors Professor L. Barclay, Mr J. Archer and Mr S. Rivers also County Cllr Mrs P Channer and District Councillor Ms S White.

459. 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.

460. MINUTES OF THE ORDINARY MEETING of the Parish Council held on Wednesday 11th January 2012 were approved as correct and signed accordingly.

FINANCE

Approval of Payments

- 461.** Mr R. Wiseman to village caretaker work 5th January to 21st January 2012 £203 Cheque No.1058
- 462.** E-on Energy Street lighting for December 2011 Invoice No. HC7731ABF dated 03.01.12 £45.97 (£43.78 net) taken by direct debit on 13.01.12
- 463.** MAIA Services to updating web site (minutes for extraordinary meeting in October 2011, October and November minutes and report from November 2011 meeting, plus December minutes and reports from December and January meetings). Invoice No.12005 dated 06.02.12 £60 (£50 net). Cheque No.1059
- 464.** Maldon District Council to Parish Election 5th May 2011 combined fee and clerical allowance for uncontested election Invoice No.COL58667762 dated 25.01.12 £63.24. Cheque No.1060
- 465.** PH Coote limited to lighting maintenance (Lights Nos.19 & 20 – before and after Railway Bridge) Invoice No.16724-27037 dated 09.01.12 £106.77 (£88.97 net). Cheque No.1061
- 466.** The Information Commissioner to data control renewal from 3rd March 2012 to 2nd March 2013 letter dated 20.01.12 £35. Cheque No.1062
- 467.** Yes 2 Solutions (formerly called GB Office Group) to A4 paper 80gsm 10 x 500 sheets (I only ordered 5 x 500 but they sent the order twice so have kept) Invoices Nos. IH473120 & IH476706 dated 06.01.12 and 20.01.12 respectively £29.52 (£24.60 net), but still in credit for return of ink cartridges. Credit remaining after these deliveries is £23.44 (£19.53 net)
- 468.** Maria Dyer office expenses £17.96. Cheque No.1063
- 469.** Maldon District Council Reference Minute No.422 Cheque No.1051 was incorrectly made out for £11.25 instead of £13.50 (i.e. ex VAT) therefore £2.25 still due reference MDC invoice No.COL58767656. Cheque No.1064

470. Financial Statement

Current balances:

Standard Life 10 Day Notice as at 17 th Jan 2012	£	552.16
Santander as at 2 nd January 2012	£	<u>28,641.99</u>
	£	29,194.15

HIGHWAYS AND ROAD SAFETY

471. **Highways Schedule:** nothing to report. Noted.
472. **Local Highways Panel:** Members had been advised that details of areas of concern had been e-mailed to Cllr Edwards and some had been allocated 'case' numbers by Highways maintenance department but that no works had yet been undertaken. Noted by Members.
473. **Snow/Road Clearance:** Members commented that ECC programme for road clearance through the Village had worked very well following the recent snow, and requested that Clerk advise ECC Highways accordingly, and to request that the 'School Road' (St. Stephens Road) be added to the roads on the schedule for clearance/gritting. **ACTION: CLERK**

PLANNING

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

FUL/MAL/12/00059 Four Seasons, Latchingdon Road, Cold Norton. Retention of garden outbuilding for A1 use (shop), fish pond and filter bed. Week No.4 dated 27th January 2012:

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 reasons for this recommendation are:

- This is inappropriate within a quiet residential location, proposing to be operational 6 days a week
- Sited within shared and residential access

475. **Cold Norton Primary School Planning Application: Town & Country Planning Act 1990 (as amended) Town & Country Planning (Environmental Impact Assessment) Regulations 2011 Application No: CC/MAL/08/12 Proposal: Continued use of a temporary class base until 31st August 2017 Location: Cold Norton Primary School, St. Stephens Road, Cold Norton CM3 6JE**

The Parish Council considered this application and submitted the following to ECC Planning Department:

Cold Norton Parish Council has NO OBJECTIONS to the above proposal.

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

HOUSE/MAL/11/00989 Cold Norton

Double garage and open car port and stores
Two Square St Stephens Road Cold Norton Essex
(UPRN - 100091257125)
Mr Paul Coombes **APPROVED**

FUL/MAL/11/01080 Cold Norton

Variation to condition 1 of approved application OUT/MAL/09/00512 (Demolition of existing industrial units and erection of ten 3, 4 and 5 bedroom dwellings and associated parking) for minor amendments to the layout, dwelling design and window variation.
Bardwells Yard Latchingdon Road Cold Norton Essex
(UPRN - 100091650665)
Mr S Wheelhouse **APPROVED**
(Jenny Moody Properties Ltd)

477. **Housing Growth Scenarios for the Heart of Essex:** Members had been supplied with a copy of the presentation relating to the Brentwood, Chelmsford and Maldon Districts - Cllrs Barclay, Archer and Rivers had attended this meeting/workshop on 10th January 2012 and had reported back to Council at the January meeting. Noted by Members.
478. **Parish & Town Council Planning Workshops:** report from 2nd February 2012 workshop not available as Cllr Litscher had been unable to attend and Cllr Barclay was not present at this PC meeting.

479. **Neighbourhood Planning Training Session:** Members were advised that due to oversubscription only Cllr Litscher would be attending this full day session, but on 1st March 2012. Members were advised that a condensed version of this session would be held on 24th February 2012 in South Woodham Ferrers (also free but just a half day). Cllrs to advise availability.
ACTION: COUNCILLORS

VILLAGE HALL

480. **Report from Parish Council Representatives:** Mrs Garnham reported the following from the last VHMC meeting:
- Hire fees will increase from April 2012
- A William de Ferrers sixth former resident in the village had come forward to set up and manage a web site for the village hall
481. **Village Hall Project:** Mr Wakeling updated Members on the situation regarding the asbestos certificates and the final account. It was agreed that the Clerk should contact Davis Warren to ascertain the situation.
ACTION: CLERK
482. **Parking at Village Hall:** Members had been advised that artwork had been approved and that the parking signs were now in production. Noted.
ACTION: CLERK
483. **VANDALISM/POLICE MATTERS:** Nothing to report; nobody had been able to attend the Neighbourhood Meeting held on 24th January 2012 in Purleigh.
484. **DISTRICT COUNCILLOR'S REPORT:** not available

OPEN SPACES

485. **Cowpiece Nature Reserve:** Members had been advised that artwork had been approved and that the Beware Deep Water sign was now in production. Noted.
ACTION: CLERK
486. **Playing Field:**
Members had been advised that artwork had been approved and that the general sign for the Playing Field was now in production. Noted.
ACTION: CLERK
Members considered the request from Pre School for a summer camp out and were in agreement that it could take place in the Playing Field subject to supply of the necessary paperwork and acceptance/compliance of conditions.
ACTION: CLERK
Members considered a request for improvement to skate ramps from a young resident in the village. It was agreed that initially that the Clerk would liaise with the youngster in conjunction with his parents to ascertain what is required so that designs/costs can be obtained.
ACTION: CLERK
Members considered a request to use playing field for hot air balloon launch. Members were not opposed to the idea in principal, but stated that usage of the field could only be by appointment and subject to insurance coverage by the balloonists and the opinion of the PC's insurance company.
ACTION: CLERK
487. **Village Caretaker work:** Members had been supplied with a copy of the letter received from the contractor Mr David Bull who unfortunately due to on-going health issues would no longer in the foreseeable future be able to carry out this work. Members requested Clerk write and thank Mr Bull and wish him a speedy recovery. It was agreed that Mr Wiseman, who had been carrying out the work on a temporary contract basis be offered the contract.
ACTION: CLERK
488. **Allotments:** work in progress. Noted.
489. **Village Sign:** work in progress. Noted.

- 490 The Beacon:** Members were advised that quote had now been received in writing from SP Bardwell for £500 to move and install beacon in the playing field – included in quote is cost for reducing height of beacon to less than 4 metres so that planning permission is not required. Members advised that they do not want the beacon reduced in height therefore if the beacon cannot be lit in its current location that the Clerk should apply for planning permission. Clerk advised that the PC Insurance company was still to be consulted, plus risk assessments for person filling and lighting the beacon and also members of public attending the event; consideration re filling of brazier element needed to be undertaken. It was agreed that a Cherry Picker would not be required as a qualified 'Rigger' resident in the village had volunteered to undertake the filling of the brazier. Some form of fencing would be required to keep Members of the Public at a safe distance. **ACTION: CLERK**

PUBLIC RIGHTS OF WAY

- 491. Footpaths Map:** work in progress. Clerk advised that the P3 Officer had agreed that the grant for the project could be carried over to the next financial year. **ACTION: CLERK**
- 492. EMERGENCY PLANNING/PROCEDURES:** Members were advised that Mrs. Garnham and the Clerk were booked to attend two training sessions in March 2012. Noted.

TRAINING/CONFERENCES/MEETINGS.

- 493. Dengie Hundred Group of Parish Councils:** Members had been supplied with minutes from September 2011 meeting and had been reminded that the last meeting had been held on Wednesday 25th January 2012 in Purleigh - Cllr Rivers had attended. Members were supplied with a report from Cllr Rivers plus notes from two guest speakers (Highways and Bradwell Power Station) who were unable to attend the meeting. Members were advised that the next Dengie Hundred meeting is scheduled for Wednesday 21st March 2012 and is likely to be held in Stow Maries. Cllr Litscher advised he will attend this. **ACTION: MR LITSCHER**
- 494. Localism Act 2011:** Members had been supplied with details of a Talk at Anglia Ruskin University on Wednesday 22nd February 2012 at 6.30pm. Members to advise availability. **ACTION: COUNCILLORS**
- 495. ECC Civic Service:** Members were advised that this will take place at All Saints Church in Maldon on Sunday 29th April 2012 3pm. Members to advise availability. **ACTION: COUNCILLORS**

CORRESPONDENCE

- 496. MDC: Equality Act 2010 – Setting of Equality Objectives:** Members considered the questions posed in the letter from MDC and agreed a response. **ACTION: CLERK**
- 497. QUEENS JUBILEE 2012:** Mrs Garnham gave an update on the progress of proposed activities and the open meeting for all villagers that had been held on 6th February 2012. Next 'open' meeting will be on Monday 12th March 2012 at 7.45pm in the Village Hall. It was agreed to discuss at the next meeting a float for Jubilee activities from PC funds pending receipt of the Jubilee grant and the results of the planned fund raising activities.
- 498. THE NORTON:** nothing to report.
- 499. DENGIE LOCAL TRANSPORT:** Members had been supplied with an update on services and advised to contact the Clerk if they required a copy of the Dengie 2012 tender guide. **ACTION: COUNCILLORS**

500 VILLAGE SURVEY: Members were advised that minor changes were in hand and that print quotes were to be obtained. Mrs Garnham offered to assist - Clerk to prepare specification.

ACTION: Clerk

501. SALT BAG SCHEME: Members had been advised that Mr Litscher had distributed paperwork and that all volunteers had completed risk assessments. Letters of thanks had been sent to all volunteers and that ECC were supplying weather reports when appropriate. Clerk advised that ECC had offered a further delivery of salt which has been accepted as Mr Litscher had very kindly offered to store the salt. (NB unused salt doesn't have to be returned); Members were advised that 2 bags of salt had been donated to the school as they had run out. Noted by Members.

502. COLD NORTON SHIELD/VILLAGER OF THE YEAR: Members were advised that details had been put in The Beacon and that posters would be put up on the noticeboards.

503. 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 were advised that the two new Councillors were scheduled to attend Cllr Training Day 1 in March 2012.

DATES OF FUTURE MEETINGS

Scheduled or provisionally scheduled for 2012: Wednesdays: 7th March, 4th April, 2nd May, 6th June, 4th July, 5th September, 3rd October, 7th November, 5th December.

2nd May 2012 would also be the Annual General Meeting of the PC. Annual Parish Meeting will be arranged for a date after the AGM

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

Chairman.....

Date.....