

COLD NORTON PARISH COUNCIL

MINUTES OF THE MONTHLY MEETING OF THE PARISH COUNCIL HELD ON WEDNESDAY 5TH OCTOBER 2016 AT 7.30PM IN THE LES BARCLAY ROOM AT THE VILLAGE HALL

THOSE PRESENT:

Councillors:

Mr J Archer
Mrs S Garnham
Mr B Haydon
Mr P Wakeling (Vice Chairman)

In attendance: Mrs M. Dyer (Parish Clerk)
Plus 1 Member of the Public

Due to the absence of the Mr Rivers the Chairman, Mr Wakeling chaired the meeting.

364. APOLOGIES FOR ABSENCE: apologies were received and accepted from Mr Rivers, Mr Litscher, Mrs Jennings, plus County Cllr Mrs Channer and District Cllr Ms White.

365. DECLARATION OF INTERESTS

Members are required to declare any personal or prejudicial interests they know they may have in items of business on the meeting's agenda. They are 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. Members have dispensation to discuss and vote in respect of matters relating to the Precept.

Mrs Garnham declared an interest in the items relating to Allotments as she is an allotment holder and Mr Wakeling declared an interest in one planning application as it relates to a property neighbouring his own home.

366. PUBLIC QUESTION TIME: the Member of the Public did not wish to speak on any matters,

367. MINUTES OF THE ORDINARY MEETING of the Parish Council held on Wednesday 7th September 2016 were approved as correct and signed accordingly.

368. DISTRICT COUNCILLOR'S REPORT: District Cllr Archer advised that there was no progress to report re the LDP; there were no other matters reported on.

369. COUNTY COUNCILLOR REPORT: not available

FINANCE

Approval of Payments

- 370.** Roy Wiseman to village caretaker work from 5th September to 2nd October 2016 £112.75. Cheque No.1499
- 371.** Sue Lees Consultancy to maintenance fee for October 2016 Invoice No.0002698 dated 8th September 2016 £30.00. Cheque 1500
- 372.** Maria Dyer office expenses from 3rd to 29th September 2016 £40.93 (£40.56 net). Cheque No.1501
- 373.** Copyright Reprographics Limited to stationery (2,500 x sheets copier paper for printer and photocopier, staples for heavy duty stapler, 100 x large paperclips, 3 x XL black ink cartridges & 2 x XL colour ink cartridges for printer). Invoice No.101978 dated 9th September 2016. £105.70 (£88.08 net). Cheque No.1502

- 374. Copyright Reprographics Limited to stationery (1 x "RECEIVED" mini date stamper). Invoice No.102020 dated 9th September 2016 £12.59 (£10.49 net). Cheque No.1502
- 375. CPRE (Campaign to Protect Rural England) to Membership to 31st October 2017. Following discussion Members decided to keep the membership at £36. Cheque No.1503
- 376. PKF Littlejohn LLP to external audit Invoice No.SB20161274 dated 20th September 2016 £360.00 (£300.00 net). Increase due to higher expenditure – VH Toilet Project. Cheque No.1504
- 377. Cold Norton VHMC to hire of The Les Barclay Meeting Room from June to September 2016 7 hours @ £7.25. Invoice dated 4th October 2016 £50.75. Cheque No.1505
- 378. Poppy Appeal to poppy wreath £19. Invoice No.37 received 5th October 2016. Members agreed to donate £31.00 to the Poppy Appeal. Total £50 cheque No.1506
- 379. E-on to electricity for street lights September 2016 Invoice No.H13892128D dated 1st October 2016 £70.97 (£67.59 net) will be taken by direct debit on 11th October 2016.

380. Financial Statement
Current balances:

Barclays 10 Day Notice as at 11th April 2016	£	573.34*
Santander as at 2nd September 2016	£	<u>31,429.61</u>
	£	32,002.95

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

- 381. **Street Lighting:** Members had been reminded that as agreed at June meeting that Clerk was to investigate alternative suppliers and was authorised by Members to change supplier if a lower cost is found. Noted.
- 382. **Solar Panels at Village Hall:** Mrs Garnham advised that it is estimated that c£700 will be credited to the PC for the next quarter. Noted.
- 383. **Changes in water industry for non-household customers re choice of supplier from April 2017:** Members had been supplied with details. Noted.
- 384. **Local Government Finance Settlement Technical Consultation** (part of which proposes that local councils hold a referendum if they want to increase the precept/their part of council tax over a certain amount/percentage). Details had been forwarded by email to Members by email on 22nd and 26th September 2016. Members discussed and agreed to object. Clerk to write accordingly.
ACTION: CLERK
- 385. **Completion of Annual Audit for year ended 31st March 2016.** Members had been supplied with a copy and advised that there had been no comments from the Auditor and that as required a copy of the audited return was now on display on the main Parish Council notice board (i.e. outside No.14 Latchingdon Road). Noted.
- 386. **VILLAGE HALL:** Mrs Garnham reported that the exercise class for seniors was still well attended and that the new Carpet Bowls class had got off to a good start, enjoyed by all the novices. The first session sorting and cataloguing village records had made good progress. A Ballroom Dancing group was trying out the hall on Sunday evening to see if it would be suitable to be their new regular venue. Sad news was that this year due to lack of support there would not be a Christmas Fayre in the village hall. Coding for young members of the village was yet to start – Clerk to put a request for help in The Beacon.
ACTION: CLERK

HIGHWAYS AND ROAD SAFETY

- 387. **Various issues with ECC for action:** nothing to report.
- 388. **Fambridge Road – speed issues:** nothing to report
- 389. **Latchingdon Road – two accidents/speed issues:** nothing to report

- 390. Introduction to the HPN (Highways Practice Note) to Local Flooded Roads** (new ECC self-help initiative re localised flooding): had been forwarded to Members. Noted.
- 391. Notice of Various Road Closures in Maldon District** (effective from 16th September 2016 for 18 months or until works completed, whichever is the earlier). Details had been supplied to Members. Noted.

POLICE MATTERS/ANTI-SOCIAL BEHAVIOUR

- 392. Parking in St Stephens Road:** awaiting report from MDC
- 393. Break-ins in Cold Norton:** Members were advised that there had been a few break-ins in Cold Norton and North Fambridge. The Clerk was requested to include a 'take care' note in the PC report in The Beacon. **ACTION: CLERK**

OPEN SPACE

- 394. Cowpiece Nature Reserve:** in Mr Litscher's absence another Cllr still to visit/inspect and report back.

395. Playing Field

Independent Playground Inspection 2016: Members had been reminded that the report from the Independent Playground Inspection for 2016 had been forwarded to Members in July and advised that four companies had been briefed to quote for the works required and details of 3 quotes received at that point had been supplied to Members. As agreed at the September meeting a working party consisting of Mrs Garnham, Mr Haydon and the Clerk met to consider the 4 quotes. Members had been supplied with details of recommended company to supply and install new swings and new flooring under swings and activity equipment, plus removal of jump box (skateboard area) and costs from local contractor to undertake repair and paint works. Members approved the working party's recommendation to appoint Sovereign Play and Graham Cornell to undertake the works at a total cost of £8,502.22 ex VAT.

Replacement signage on outdoor play area still required; Fields in Trust - type of plaque agreed.

Woodham Radars Football Club: nothing to report

Timber Ball Wall: at the meeting the Clerk advised Members of the answers to the questions raised re this at the September meeting. Following discussion Members agreed to appoint Wicksteed to supply and install a double sided timber ball wall at a cost of £1,215.45 ex VAT

- 396. 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: major works at the allotments (brambles, cut back of trees, digging out stumps, clearance along path and by fence). Noted.
- 397. Allotments:** Clerk advised that she had chased MOAT but had nothing to report re additional area. Noted
- 398. Trees at Three Ashes Corner (corner of Hackmans Lane & Howe Green Rd):** quotes still to be obtained.
- 399. Three Ashes Corner as a Village Green - to be researched.** Members had been advised that there was a special EALC training session re 'Greens, Commons and Open Spaces' on 20th October 2016, but the Clerk is unavailable to attend. No Members available. **ACTION: CLERK**

PUBLIC RIGHTS OF WAY

400. **Footpath 28 Proposed Reduction in Width:** nothing to report. Noted
401. **Footpaths 12/13 bridge brickwork:** nothing to report. Noted
402. **Bridleway 29:** nothing to report
403. **P3 (Parish Paths Partnership):** Members requested this be removed from future agendas
404. **Footpath 20:** overgrowing vegetation on the walkway, plus 'fly tipping' of grass cuttings on this footpath also water and mud issues, plus possible sewage issues. Members advised that grass cuttings are no longer an issue, but that the ditch is still 'running'. Clerk to chase.
ACTION: CLERK
405. **Footpath 24 reinstatement:** reinstatement confirmed. Noted
406. **EMERGENCY PLANNING/PROCEDURES:** Members had been advised that the working party had considered the 1st draft supplied at the meeting on 26th September 2016 and that the 2nd draft was being worked on.
ACTION: CLERK

TRAINING/CONFERENCES/MEETINGS

407. **Dengie Hundred Group of Parishes:** Minutes from 15th June 2016 meeting had been forwarded by email on 18th September 2016. Wednesday 21st September 2016 7.30pm meeting in Purleigh - Clerk had attended on behalf of Cllrs. Clerk reported back to Members at the meeting. Members were advised that the next meeting would be on Wednesday 18th January 2017 at St Lawrence. Noted.
408. **Essex Playing Fields Association AGM & Presentation of Best Kept Playing Fields Awards 2016:** Thursday 13th October 2016 8pm at Essex County Cricket Club, Chelmsford. Members had been supplied with minutes from 2015 AGM pointing out the items relating to finance & committee members. No one available to attend. Noted.
409. **Transport Representatives Meeting:** Maldon on Monday 17th October 2016 10am to 12.30pm at Maldon Town Hall. Clerk to liaise with Chairman re attendance. **ACTION: CLERK/MR RIVERS**
410. **Dengie Hundred Group of Parish Councils Annual Quiz:** Wednesday 9th November 2016 7.30pm. Members would be unable to attend as this was the same date as the next PC meeting. Noted.

CORRESPONDENCE

411. **EALC September Legal Update:** had been forwarded to Members by email on 18th September 2016. Clerk had referred Members to the article re Legionella checks in relation to the Village Hall and advised that the Clerk was trying to ascertain if CNPC was now entitled to a grant under the transparency fund as eligibility had been changed.
ACTION: MRS GARNHAM/CLERK
412. **Bradwell LCLC:** import of intermediate level waste from Dungeness A and Sizewell A for interim storage in Bradwell's store. Email from Magnox dated 27th September 2016 had been supplied to Members. Noted.
413. **Seat at Green Trees Avenue:** Members had been supplied with a copy of a request from resident. Clerk was requested to investigate a seat, but for installation in the area in front of the allotments.
ACTION: CLERK
414. **BROADBAND:** Superfast Essex Phase 3 State Aid Public Consultation had been emailed to Members on 18th September and hard copy supplied to Members with their agendas. Member agreed to submit the comments formulated by Mr Wakeling.
ACTION: CLERK

415. **STANDING ORDERS:** nothing to report

416. **WINTER SALT:** salt for coming season ordered – will be delivered September/early October to revised delivery point. Noted.

PLANNING

417. **Planning Applications received by the Parish Council:** the following were considered and the responses were as indicated using the new MDC Planning reporting system:

Mr Wakeling left the meeting whilst this application was considered.

HOUSE/MAL/16/00943 7 St Stephens Road, Cold Norton: Proposed single storey side extension. Removal of conservatory & replaced with proposed two storey rear extension with internal alterations
Week 36 dated 9th September 2016:

The Parish Council raised no objections and had no comments to make.

Mr Wakeling re-joined the meeting.

FUL/MAL/16/00950 Blue House Farm, Hagg Hill, Cold Norton: replacement dwelling. Week 36 dated 9th September 2016:

The Parish Council raised no objections and had no comments to make.

HOUSE/MAL/16/01001 5 Cherry Blossom Lane, Cold Norton: Proposed front dormer addition.
Week 36 dated 9th September 2016:

The Parish Council raised no objections and had no comments to make.

RES/MAL/16/00884 Three River Golf & Country Club, Stow Road, Cold Norton: Reserved matters application for approval of Appearance, Layout & Scale on application OUT/MAL/13/01078 approved on appeal (Outline planning application for residential development comprising 6 dwellings incorporating new access road, landscaping & rationalisation of existing car parking). Week 37 dated 16th September 2016:

The Parish Council raised no objections and had no comments to make.

FUL/MAL/16/01044 PP-05479315 Honeywood Farm, Honeypot Lane, Cold Norton: Removal of condition 3 (agricultural occupancy condition) on approved planning permission FUL/MAL/82/00003
Week 38 dated 23rd September 2016:

The Parish Council raised no objections and had no comments to make.

418. **Maldon District Council Decisions:** covering decisions advised from w/e 9th September 2016 to w/e 30th September 2016; a detailed list had been supplied to Members, which is summarised below:

HOUSE/MAL/16/00795 Cold Norton

Front porch and cladding to front elevation, renewed upper structure on existing conservatory, replace windows at front.

15 Ferris Avenue Cold Norton Essex CM3 6HZ

(UPRN - 100090554766)

Mr Dean Conran **APPROVED**

419. **Maldon District Local Development Plan (LDP) Consultation** (consultation runs until Thursday 27th October 2016): had been forwarded to Members by email on 18th September 2016. At the meeting Mr Wakeling offered to prepare a response for circulation to/approval by Members. Members were in agreement. Hard copies of the consultation were supplied to Mr Wakeling.

ACTION: MR WAKELING

420. **MDC Community Infrastructure Levy Charging Schedule (CIL):** in abeyance pending LDP outcome.
421. **Affordable Housing** - in abeyance pending LDP outcome
422. **Vehicle accesses along St Stephens Road:** nothing to report. Clerk to chase.
ACTION: CLERK
423. **Blue Hoarding – Old Fire Station Site:** Members requested this be removed from future agendas
424. **Cherry Blossom Lane:** Members requested this be removed from future agendas
425. **Maldon District Council LDP Letter to the Chief Executive of the Planning Inspectorate:** in relation to Quality and Consistency of Planning Appeal Decisions and Status of the Local Development Plan Relating to Maldon District Council: had been forwarded to Members by email on 18th September 2016. Noted.
426. **Planning Appeal Hearing: Land at corner of Fambridge Road & St Stephens Road, Cold Norton; siting of mobile home as agricultural workers dwelling for temporary period of 3 years.** Application Ref: FUL/MAL/16/00202 PP-04841411; Appeal Ref: APP/X1545/W/16/3151358. Members had been advised that the hearing was due to be held on 18th October 2016 10am at MDC Offices and supplied with a copy of the letter. (The Parish Council had submitted a letter to the Planning Inspectorate in July 2016 when the appeal started).
427. **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.)
- The Clerk advised that reports had been received re dog waste on FP14 and again outside the school and that these had been reported to the Dog Warden at MDC who would be making ad hoc visits.
- The Clerk advised that taxis were parking in Green Trees Avenue. Mr Archer advised he had reported this to Chelmsford City Council. Clerk to follow up **ACTION: CLERK**
428. **DATES OF FUTURE MEETINGS:**
Provisionally scheduled for 2016: Wednesdays 9th November and 7th December.
Provisionally scheduled for 2017: Wednesday 11th January (NB this is the second Wednesday in the month)
429. **EXCLUSION OF PRESS & PUBLIC**
In accordance with S.1 of the Public Bodies (Admission to Meetings) Act 1960 to resolve that in view of the nature of the business to be discussed it is in the opinion of the Committee advisable that the Public and Press be excluded and they were instructed to withdraw at 9pm
430. **PLANNING ISSUES:**
Discussed but no decisions made/actions to be undertaken.

There being no further business the meeting was closed at 9.06pm

Chairman.....

Date.....