

# COLD NORTON PARISH COUNCIL

## MINUTES OF THE MONTHLY MEETING OF THE PARISH COUNCIL HELD ON WEDNESDAY 7<sup>TH</sup> SEPTEMBER 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  
Mrs V Jennings  
Mr S Rivers

**In attendance:** Mrs M. Dyer (Parish Clerk)  
County Cllr Mrs Channer (part)  
Plus 3 Members of the Public

**294. APOLOGIES FOR ABSENCE:** apologies were received and accepted from Mr Wakeling, Mr Litscher and District Cllr Ms White.

### 295 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 to 'Local History Archive'.

**296. PUBLIC QUESTION TIME:** a Member of the Public advised that in regards to Hagg Hill, that the road surface was deteriorating and that the gulleys/ditches had not been cleaned – he had phoned ECC Highways and reported this, but did not have a reference number. Clerk to look into/report again.

**ACTION: CLERK**

**297. MINUTES OF THE ORDINARY MEETING of the Parish Council** held on Wednesday 6<sup>th</sup> July 2016 were approved as correct and signed accordingly.

**298. DISTRICT COUNCILLOR'S REPORT:** no updates

**299. COUNTY COUNCILLOR REPORT:** County Cllr Mrs Channer's Parish Update regarding Essex County Council July to September received by Clerk on 5<sup>th</sup> September 2016 had been emailed to Members on 6<sup>th</sup> September. At the meeting County Cllr Mrs Channer advised that in regards to 'Devolution' that whilst Districts had been working well together that due to the change of Prime Minister that it was unclear if this would affect Devolution. County Cllr Mrs Channer also spoke briefly about 'Men's Sheds' and awards and the new one in Burnham and referred to the Bus Consultation and Police & Crime Consultation both mentioned in her report. Noted by Members.

### FINANCE

#### Approval of Payments

**300.** Roy Wiseman to village caretaker work from 24<sup>th</sup> June to 4<sup>th</sup> September 2016 £161.25. Cheque No.1493

**301.** Sue Lees Consultancy to maintenance fee for August 2016 Invoice No.0002628 dated 8<sup>th</sup> July 2016 £30.00. Cheque No.1494

302. Sue Lees Consultancy to maintenance fee for September 2016 Invoice No.0002661 dated 8<sup>th</sup> August 2016 £30.00. Cheque No.1494
303. Maria Dyer office expenses from 3rd July 2016 to 2<sup>nd</sup> September 2016 £57.12 (£55.46 net). Cheque No.1495
304. EALC to all day training session 'Law & Procedures' for Cllr Brian Haydon. Invoice No.7091 dated 21<sup>st</sup> July 2016 £75.00. Cheque No.1496
305. Graham Cornell to materials and labour to repaint PC noticeboard at 'Old Post Office'. Invoice No.1620 dated 31st July 2016 £60.00. Cheque No.1497
306. Graham Cornell to repairs and repaint of PC noticeboard at school. Invoice No.1618 dated 24<sup>th</sup> July 2016 £80.00. Cheque No.1497
307. E-on to electricity for street lights June 2016 Invoice No.H13280EEB3 dated 1<sup>st</sup> July 2016 £61.11 (£58.20 net) was taken by direct debit on 11<sup>th</sup> July 2016.
308. E-on to electricity for street lights July 2016 Invoice No.H134763F87 dated 1<sup>st</sup> August 2016 £63.15 (£60.14 net) was taken by direct debit on 11<sup>th</sup> August 2016.
309. BT to public pay phone at Village Hall. Rental/Calls 1<sup>st</sup> August to 31<sup>st</sup> October 2016 Invoice No.Q00852 dated 11<sup>th</sup> August 2016 £77.41 (£64.51 net) was taken by direct debit on 25<sup>th</sup> August 2016
310. PWLB to three loans £1,985.67 will be taken by direct debit on 20<sup>th</sup> September 2016.
311. E-on to electricity for street lights August 2016 Invoice No.H13689CE6C dated 1<sup>st</sup> September 2016 £63.15 (£60.14 net) will be taken by direct debit on 11<sup>th</sup> September 2016.

**312. Financial Statement**

**Current balances:**

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

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

313. **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. Members had been advised at July meeting of increase from E-on effective from 1<sup>st</sup> July 2016. Noted.
314. **Solar Panels at Village Hall:** Members had been advised that £598.20 FIT had been paid into PC account on 25<sup>th</sup> July 2016; Mrs Garnham handed over paperwork to Clerk and advised that a similar amount would be expected next quarter. Noted.
315. **Local History Archive:** Members had been supplied with a written request from Mrs Garnham for financial support from the Parish Council to hire a meeting room at the Village Hall to sort and catalogue village records and photographs collected over many years and now transferred to the village hall for storage. Mrs Garnham hoped to undertake this task with help from villagers and that maybe a local history society would ultimately be formed. Members discussed this (Mrs Garnham did not participate in these discussions), all agreeing that was important to retain historical matter for future generations; it was proposed and agreed that £150 of room hire costs at the Village Hall would be covered by the Parish Council. Mrs Garnham thanked the PC for their support.
316. **VILLAGE HALL:** Mrs Garnham advised Members that 'Carpet Bowls' would be starting at the hall the following week and that CB Clubs had been most supportive with advice and supply/loan of equipment; the VHMC is also trying to set up a 'Coding Club' for younger members of the village. Noted.

**HIGHWAYS AND ROAD SAFETY**

317. **Various issues with ECC for action:** nothing to report,
318. **Fambridge Road – speed issues:** nothing to report

- 319. Latchingdon Road – two accidents/speed issues:** nothing to report
- 320. Hackmans Lane – flooding issue:** Clerk advised Members that this had now been resolved. Thanks were given to District Cllr Mrs Channer for pursuing this for the resident concerned.
- 321. Local Highways Panel:** with reference to the 24th June 2016 meeting Members had been supplied with details of approved works and advised that minutes and whole report/appendices could be forwarded by email if requested, but advised that the report was 168 pages and 15MB. Noted.
- 321A. Hedges/Vegetation Latchingdon Road (bridge to Country Produce):** Mr Haydon advised that now that nesting season was over that the Cold Norton Community Land's hedges/vegetation would be cut back the following week (14<sup>th</sup> September 2016). Clerk will issue to letters to other land owners and residents.  
**ACTION: CLERK**

#### **POLICE MATTERS/ANTI-SOCIAL BEHAVIOUR**

- 322. Southminster Neighbourhood Policing Report & Street Meets:** Members were reminded that Reports and Street Meets would no longer be possible due to budget/staffing reductions. These items would be removed from the agenda. Noted.
- 323. Parking in St Stephens Road:** awaiting report from MDC

#### **OPEN SPACE**

- 324. Cowpiece Nature Reserve:** in Mr Litscher's absence another Cllr will visit/inspect and report back
- 325. Playing Field:** 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; three quotes were circulated at the meeting. It was agreed that a working party consisting of Mrs Garnham, Mr Haydon and the Clerk would meet to consider these quotes and the final quote and bring back a recommendation to the October meeting.  
**ACTION: MRS GARNHAM/  
MR HAYDON/  
CLERK**

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

Excess bark: Members were advised that the 5 bags excess to requirements were all sold for a total sum of £375.00. Noted.

Woodham Radars Football Club: nothing to report

Timber Ball Wall: details had been supplied to Members. Following discussion Clerk was requested to obtain more information re the composition of the structure. **ACTION: CLERK**

- 326. 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: trimmed bushes and removed brambles and litter at Green Trees Avenue; removed fly tipping and vandalised saplings from the Ferris Avenue path and took to tip; trimmed hedge at bridge; trimmed brambles at East Canney Cottage, St Stephen's Road and Clarke Rise; mowed and litter picked at Alec's Garden at bridge and top of Green Trees Avenue; cut back nettles on Ferris Avenue path. Noted.
- 327. Allotments:** Clerk advised that she has chased MOAT but had nothing to report re additional area. Noted

- 328. Trees at Three Ashes Corner (corner of Hackmans Lane & Howe Green Rd):** the report from the MDC Tree Officer had been emailed to Members on 14<sup>th</sup> July 2016. At the meeting Members requested that quotes are obtained from Arboriculture Consultants re works recommended.  
**ACTION: CLERK**
- 329. Three Ashes Corner as a Village Green:** Members were advised that this is still to be researched, but had been supplied with details of a special EALC training session re 'Greens, Commons and Open Spaces on 20<sup>th</sup> October 2016, as the Clerk is unavailable to attend this Members to check and advise Clerk if they are able to attend.  
**ACTION: ALL MEMBERS**

#### **PUBLIC RIGHTS OF WAY**

- 330. Footpaths Map:** Members had been advised that this plus EET Grant Plaque had now been installed in village hall. Thanks were given to Mr Haydon for carrying out this task.
- 331. Footpath 28 Proposed Reduction in Width:** nothing to report. Noted
- 332. Footpaths 12/13 bridge brickwork:** nothing to report. Noted
- 333. Bridleway 29:** nothing to report
- 334. P3 (Parish Paths Partnership):** Members were reminded that a report was awaited from the CN P3 Representative. Noted.
- 335. Footpath 20:** nothing to report
- 336. Footpath 24 reinstatement:** Mr Wakeling to confirm if reinstated.
- 337. EMERGENCY PLANNING/PROCEDURES:** Members had been supplied with the first draft; items that PC Members owned were noted and it was agreed that as part of the working party meeting to discuss the playground (Minute No.325 above applies) that this draft would also be considered.  
**ACTION: MRS GARNHAM/  
MR HAYDON/  
CLERK**

#### **TRAINING/CONFERENCES/MEETINGS**

- 338. Essex Wildlife Trust AGM & Members Day:** Saturday 10<sup>th</sup> September 2016 at Naze at Walton Members had been supplied with details. No one available to attend. Noted
- 339. Dengie Hundred Group of Parishes:** Wednesday 21<sup>st</sup> September 2016 7.30pm in Wells Pavilion in Purleigh. No Cllrs available to attend. Clerk advised she would attend on behalf of Members  
**ACTION: CLERK**
- 340. EALC AGM Thursday 22<sup>nd</sup> September 2016 12.30pm:** details had been supplied to Members. No one available to attend. Noted
- 341. CPRE AGM 1<sup>st</sup> October 2016 in Coggeshall plus tour of Abbey Mill, talk and tea:** details had been supplied to Members. No one available to attend. Noted
- 342. Dengie Hundred Group of Parish Councils Annual Quiz:** Wednesday 9<sup>th</sup> November 2016 7.30pm. At this point no Members are available to make up a team.

## CORRESPONDENCE

343. **Essex Village of the Year Competition/Best Kept Churchyard 2016:** Members had been supplied with details of the results. Whilst Cold Norton had not been successful Mr Rivers and Mr Haydon advised that they had enjoyed talking about Cold Norton and showing the judge around the village and acknowledged with thanks the assistance of Boris & Nora at The Norton. Noted.
344. **ECC email 10<sup>th</sup> August 2016: Changes to Recycling Centres:** Members had been supplied with details which will apply from 31<sup>st</sup> October 2016. Noted
345. **Essex Wildlife Trust Summer 2016 Newsletter:** a copy had been supplied to Members. Noted
346. **Bradwell Updates:** NDA Monthly Update August 2016 and Quarterly Site Report April to June 2016: a copy had been supplied to Members. Noted
347. **BROADBAND:** Superfast Essex August 2016 update: had been forwarded to Members by email. Noted
348. **STANDING ORDERS:** nothing to report
349. **WINTER SALT:** Members had been advised that the salt for the coming season had been ordered and would be delivered September/early October. Mrs Jennings very kindly offered to take delivery of the salt. Clerk to advise ECC of the change of delivery address. **ACTION: CLERK**

## PLANNING

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

**HOUSE/MAL/16/00795 15 Ferris Avenue, Cold Norton:** front porch and cladding to front elevation (renewed upper structure on existing conservatory if this is not permitted development) replace windows at front. Week 32 dated 12<sup>th</sup> August 2016:

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

**HOUSE/MAL/16/00937 PP-05410935 Hauslein, 10 Station Street, Cold Norton:** proposed front dormer addition. Week 35 dated 2<sup>nd</sup> September 2016:

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

351. **Maldon District Council Decisions:** covering decisions advised from w/e 3<sup>rd</sup> June 2016 to w/e 2<sup>nd</sup> September 2016; a detailed list had been supplied to Members, which is summarised below:

**FUL/MAL/16/00353 Cold Norton**

Demolition of existing dwelling and erection of a replacement dwelling with associated triple garage  
Great Canney Cottage Hackmans Lane Purleigh Essex  
(UPRN - 010014000390)

Mr G Stripe **REFUSED**

**COUPA/MAL/16/00395 Cold Norton**

Prior approval for a proposed change of use of a building from office use (Class B1(a)) to a dwellinghouse (Class C3)  
Focus House Hackmans Lane Cold Norton Essex  
(UPRN - 010000236161)

Mr J Hall **PRIOR APPROVAL REQUIRED AND GRANTED**

**FUL/MAL/16/00270 Cold Norton**

Removal of Condition 3 (Agricultural Occupancy Condition) on approved planning permission  
FUL/MAL/82/00003  
Honeywood Farm Honeypot Lane Purleigh Essex  
(UPRN - 100091256780)  
Mr A Brown **REFUSED**

**HOUSE/MAL/16/00489 Cold Norton**

Single storey side & rear extensions and first floor extension over garage and front extension.  
(Reduced scheme from application HOUSE/MAL/13/01062)  
Norwendor 26 St Stephens Road Cold Norton Essex  
(UPRN - 100090555815)  
Mr & Mrs B Haydon **APPROVED**

**FUL/MAL/16/00306 Cold Norton**

Change of use of buildings 3 & 4, vehicle workshop (for high performance engines) to museum & museum shop.  
Stow Maries Aerodrome Hackmans Lane Cold Norton Essex  
(UPRN - 010013997738)  
The Trustees Stow Maries Great War Aerodrome Ltd **APPROVED**

**LBC/MAL/16/00307 Cold Norton**

Change of use of buildings 3 & 4, vehicle workshop (for high performance engines) to museum & museum shop.  
Stow Maries Aerodrome Hackmans Lane Cold Norton Essex  
(UPRN - 010013997738)  
The Trustees Stow Maries Great War Aerodrome Ltd **GRANT LISTED BUILDING CONSENT**

**WTPO/MAL/16/00519 Cold Norton**

T1 - Oak crown lift over garden to 4 metres by removing lower limbs, 7cm diameter then prune back remaining lower crown by up to 2 metres to a height of 8 metres. T2 - Oak crown lift on house side clear side growth to leave between 2-4 metres clearance, prune back any over hang at the top by up to 1 metre.  
18 Victoria Road Cold Norton Essex CM3 6JD  
(UPRN - 100090556204)  
Mrs Pauline Morton **ALLOWED TO PROCEED**

**COUPA/MAL/16/00593 Cold Norton**

Prior approval of proposed change of use of Agricultural Building to a Dwellinghouse (Class C3), and for Associated Operational Development  
Unit 1 Honeywood Farm Honeypot Lane Purleigh  
(UPRN - 010014000029)  
Mr A Brown **REFUSED**

**HOUSE/MAL/16/00510 Cold Norton**

Modification of roof to existing building to include an enlarged first floor. Changes to fenestration and changes to roof covering (revision to approved application HOUSE/MAL/14/00151)  
Farthingale Farm Hackmans Lane Cold Norton Essex  
(UPRN - 100091256740)  
Mr & Mrs Clive Sutton **APPROVED**

**AGR/MAL/16/00687 Cold Norton**

Steel portal framed building for storage.  
Land South East Of 51 To 57 St Stephens Road Cold Norton Essex  
(UPRN - 010013998745)  
Mr Mark Bardwell **PRIOR APPROVAL NOT REQUIRED**

**COUPA/MAL/15/01043 (Appeal Ref: APP/X1545/W/16/3142709)**

Flambirds Farm - Hackmans Lane - Purleigh  
Prior approval of proposed change of use of agricultural building to 2 No dwelling houses (class C3) and for associated operational development  
**APPEAL ALLOWED**

**HOUSE/MAL/16/00644 Cold Norton**  
Proposed front dormer addition  
Hauslein 10 Station Crescent Cold Norton Essex  
(UPRN - 100090555847)  
Mr & Mrs Pratt **REFUSED**

**HOUSE/MAL/16/00643 Cold Norton**  
Erection of single storey flat roof extension to existing garage  
Beacon Hill House Latchingdon Road Cold Norton Essex  
(UPRN - 200000909829)  
Mr & Mrs J Lengden **APPROVED**

**OUT/MAL/15/00255 (Appeal Ref: APP/X1545/W/16/3153653)**  
Land North Of Willow Grange - Cold Norton Road - Latchingdon  
Outline planning permission for the erection of 58 detached, semidetached and terraced dwellings,  
early years day care nursery, amenity areas, estate road and new access  
**APPEAL WITHDRAWN 17 August 2016**

**LBC/MAL/16/00390 Cold Norton**  
Brickwork repairs to include: careful dismantling and reconstruction of the top approximate 1800mm of  
existing decayed brickwork to the 4 brick piers and brick stitching works at low level.  
Stow Maries Aerodrome Hackmans Lane Cold Norton Essex  
(UPRN - 010013997738)  
The Trustees Of Stow Maries Great War Aerodrome **GRANT LISTED BUILDING CONSENT**

**FUL/MAL/16/00691 Cold Norton**  
A manege for ponies  
Oakwood Manor Station Road Cold Norton Essex  
(UPRN - 100091257158)  
Mr R Head **APPROVED**

**OUT/MAL/15/01086 (Appeal Ref: APPX/1545/W/16/3148929)**  
Land North Of 29 Green Trees Avenue Cold Norton  
Outline planning application with all matters reserved for the construction of 7 dwellings with  
associated off-street parking  
**APPEAL DISMISSED & PARTIAL AWARD OF COSTS ALLOWED**  
**DECISION LEVEL:** Committee (as per Officer recommendation to refuse)  
**19 August 2016**

352. **Local Development Plan (LDP):** nothing to report
353. **MDC Community Infrastructure Levy Charging Schedule (CIL):** in abeyance pending LDP outcome
354. **Affordable Housing** - in abeyance pending LDP outcome
355. **Vehicle accesses along St Stephens Road:** nothing to report
356. **Blue Hoarding – Old Fire Station Site:** nothing to report
357. **Cherry Blossom Lane:** as agreed at last meeting in relation to trees outside the playground the Clerk to liaise with Mr Archer and Mr Litscher regarding responding to the resident who reported the matter. Still to do. **ACTION: CLERK**
358. **Withdrawal of Application: FUL/MAL/15/01370 South View, Station Road, Cold Norton:** variation of condition 2 of approved application FUL/MAL/13/00994 (replacement dwelling, detached double garage and detached outbuilding and stationing of two mobile homes for a temporary period during the construction of the new dwelling). Variation of expiry date of mobile homes from 2 years to 2.5 years. Noted.

**359. Planning Appeal Submitted: Land North of Willow Grange, Cold Norton Road, Latchingdon;** outline planning permission for the erection of 58 detached semi-detached and terraced dwellings, early years day care nursery, amenity areas, estate road and new access.  
Planning Ref: OUT/MAL1545/W/15/00255 PP-0397536. Appeal Ref: APP/X1545/W/16/3153653.  
Noted

**360. Completion of Enforcement Enquiry: Hillsborough, 42 Latchingdon Road, Cold Norton:** Members had been supplied with copy letter from MDC and back correspondence. Noted.

**361. Withdrawal of Application: LDP/MAL/16/00744 PP-05279481 Beacon Hill House, Latchingdon Road, Cold Norton:** claim for Lawful Development Certificate for proposed extension to existing level horse exercise area with retaining walls and associated native species hedgerow screening.  
Noted.

**362. 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.)

Mrs Jennings advised that there was a burnt out van on the road to Latchingdon.

Mr Haydon commented on the pink sacks supplied for the new recycling system.

Mrs Garnham suggested a card be sent to Mr Litscher **ACTION: CLERK**

**363 DATES OF FUTURE MEETINGS:**  
Provisionally scheduled for 2016: Wednesdays 5<sup>th</sup> October, 9<sup>th</sup> November and 7<sup>th</sup> December

There being no further business the meeting was closed at 8.40pm

Chairman.....

Date.....