

COLD NORTON PARISH COUNCIL

MINUTES OF THE MONTHLY MEETING OF THE PARISH COUNCIL HELD ON WEDNESDAY 1ST MARCH 2017 AT 7.30PM IN THE LES BARCLAY ROOM AT THE VILLAGE HALL

THOSE PRESENT:

Councillors:

Mr J Archer (for part of meeting)
Mrs S Garnham
Mr B Haydon
Mr C. Litscher
Mr S Rivers (Chairman)
Mr P Wakeling (Vice Chairman)

In attendance: Mrs M. Dyer (Parish Clerk)
Plus 4 Members of the Public

667. APOLOGIES FOR ABSENCE: apologies were received and accepted from Mrs V Jennings, District Cllr Ms White and County Cllr Mrs Channer.

668. 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 Archer declared an interest in the Planning Application relating to Land North of 29 Green Trees Avenue, Cold Norton as this is his property.

669. PUBLIC QUESTION TIME: Three Members of the Public spoke: two in relation to a planning application on the agenda; the third spoke about his disappointment that the jump box in the playground had been removed – the gentleman was told it had been removed for safety reasons and that whilst there were no plans and no budget to install a new one at this time, a new piece of equipment, namely a ball wall, had been ordered and that residents could fund raise and apply for grants new equipment. The Clerk offered to get some prices and forward to the gentleman. In addition the gentleman queried why dogs were not allowed on the playing field – he was advised because it is a playing field for children and for sports to be played and dog faeces are a health hazard for children – there is a bye law in place for that reason. **ACTION: CLERK**

670. MINUTES OF THE ORDINARY MEETING of the Parish Council held on Wednesday 8th February 2017 were approved as correct and signed accordingly.

With the approval of the Members the Chairman brought forward the agenda item relating to planning applications.

PLANNING

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

HOUSE/MAL/17/0012 5 Cherry Blossom Lane, Cold Norton: two storey side extension. Week 6 dated 10th February 2017:

The Parish Council raised no objections and made the following comment: *“This new application has fully addressed the objections raised by the Planning Officer in relation to the previous application.”*

HOUSE/MAL/17/00115 Oakwood Manor, Station Road, Cold Norton: below ground family swimming pool with retractable cover and log pool house. Week 6 dated 10th February 2017:

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

Mr John Archer left the meeting at this point, having declared an interest in the following item.

OUT/MAL/17/00137 PP-05819865 Land North of 29 Green Trees Avenue, Cold Norton: outline planning application with all matters reserved for the construction of 3 single storey dwellings with associated off-street parking. Week 6 dated 10th February 2017:

This application was discussed at some length, with each of the five Members putting forward their viewpoint. Following further lengthy discussion, Members voted; three Members voted to submit a 'no objections' response with an agreed comment; two Members, namely Mrs S Garnham and Mr P Wakeling, voted against this response and requested their names be recorded in the minutes as having objected to this application as it is outside the village development boundary.

The comment submitted with the 'no objections' response was: *"No objections are raised, but only with the condition imposed that no more than 3 dwellings are constructed on this parcel of land."*

Three Members of the Public left the meeting at this point.

Following the agreement of the PC response for the above application, Mr Haydon left the meeting room to advise Mr Archer that he could now re-join the meeting, but Mr Archer could not be located within the Village Hall building and did not return to the meeting.

672. DISTRICT COUNCILLOR'S REPORT: not available

673. COUNTY COUNCILLOR REPORT: the February report from County Cllr Mrs Channer had been forwarded by email to Members on 14th February 2017. Noted.

FINANCE

Approval of Payments

- 674.** Roy Wiseman to village caretaker work to 21st February 2017 £37.50. Cheque No.1537
- 675.** Sue Lees Consultancy to maintenance fee for February 2017 Invoice No.0002849 dated 8th January 2017 £30.00. Cheque No.1538
- 676.** Sue Lees Consultancy to maintenance fee for March 2017 Invoice No.0002889 dated 8th February 2017 £30.00. Cheque No.1538
- 677.** Sue Lees Consultancy to creation of a new web site. Invoice No.2902 dated 20th February £300.00. Cheque No.1538
- 678.** MDC to grass cutting. Invoice No.COL58676040 dated 8th February 2017 £644.51 (£537.09 net); incorrect, therefore credit note No.COL58600475 dated 17th February 2017 £644.51 (£537.09 net) issued.
- 679.** Maria Dyer office expenses from 3rd February to 23rd February 2017 £22.00. Cheque No.1539
- 680.** EALC to Village Hall Training session for Mrs Garnham Invoice No.7916 dated 17th February 2017 £80.00. Cheque No.1540
- 681.** EALC to Planning Briefing Training session for Mr Haydon Invoice No.7936 dated 22nd February 2017 £45.00. Cheque No.1540
- 682.** BT to village hall payphone rental charges (NB change of tariff as notified Minute No.507 this invoice reflects refund from previous invoice) Invoice No.EA41759688QO191 dated 12th February 2017 £42.43 (£35.36 net) will be taken by direct debit on 26th February 2017.
- 683.** PWLB to three loans £1,948.07 will be taken by direct debit on 20th March 2017
- 684.** Essex Playing Fields Association (EPFA) subscription renewal £30. Cheque No.1541
- 685.** EPFA Best Kept Playing Field Competition 2017 entry fee £10. Cheque No.1541
- 686.** Lodge Information Services Limited re computer support. Invoice No.37326 dated 28th February 2017 £108.00 (£90 net). Cheque No.1542
- 687.** Cold Norton Village Hall Management Committee to hire of meeting room January to March 2017 Inclusive. £43.50. Cheque No. 1543
- 688.** Graham Cornell to work to dipping platform and hand rail at Cowpiece Nature Reserve. Invoice No.1048 dated 28th February 2017 £272.00. Cheque No.1544

689. Financial Statement

Current balances:

Barclays 10 Day Notice as at 4th January 2017	£	576.47
Santander as at 2nd February 2017	£	<u>13,509.34</u>
	£	14,085.81

690. Solar Panels at Village Hall: Members were advised that the next reading will be taken at the end of March 2017. Noted.

691. Village Hall Valuation: Clerk advised details of three quotes and handed over details of a new insurance company. Mrs Garnham to consider and advise.

692. Essex & Suffolk Water: Members had been supplied with copy letter advising that that incorrect Standard Industrial Classification (SIC) had been applied to the Parish Council's account (water at the Allotments) it should be SIC Code 9111, which means that VAT should not have been charged – this has now been amended and VAT will not be added to future invoices. As the PC is able to claim back VAT no further action is required.

693. VILLAGE HALL: Members were advised that there is still a leak above the kitchen and Les Barclay Room and that a letter would be coming from a Cherry Blossom Lane resident regarding the condition of this road. Noted.

HIGHWAYS AND ROAD SAFETY

694. Speed Reminder Stickers: Members were advised that these had now been received and that they would be distributed with a covering letter to residents in St Stephens Road and to those before the bridge in Latchingdon Road. Noted.

695. Footway Latchingdon Road from bridge to Country Produce: Members were reminded that a Local Highways Panel (LHP) application is to be prepared and that photographs are needed: Clerk contacting Adam Pipe of Safer Essex Roads Partnership for support. Members requested that the Clerk also contact Country Produce/Post Office for support. Noted

696. POLICE MATTERS/ANTI-SOCIAL BEHAVIOUR: nothing to report

OPEN SPACE

697. Cowpiece Nature Reserve: Members were advised that Graham Cornell had completed the works (replacing dipping platform boards and repair broken hand rail at entrance). Noted.

698. Playing Field

Independent Playground Inspection 2017: Members were reminded that this will be carried out in April.

Signing on outdoor play area & Fields in Trust: for installation in summer

Timber Ball Wall: order placed, awaiting delivery/installation details

Essex Playing Field Association Best Kept Playing Field Competition 2017: form to be submitted

Football Pitch/goalposts: Members had been supplied with copy email from Woodham Radars; Clerk to talk to the Village Caretaker re this.

699. **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: tidying and weeding at village hall and car park.
700. **Allotments: Land adjacent to site:** investigating costs re possible transfer from MOAT Housing. Mrs Garnham advised that in future any correspondence regarding this site should be sent to Mr Romang or Mrs Garnham. Noted.
701. **Trees at Three Ashes Corner (corner of Hackmans Lane & Howe Green Rd):** Members had been supplied with a copy of the last report from MDC Tree Officer regarding this area. Clerk was requested to talk to the Village Caretaker. **ACTION: CLERK**
702. **Three Ashes Corner as a Village Green:** Clerk still to contact ECC Legal Services regarding ownership and had been authorised to pay for any Land Registry fees. Noted **ACTION: CLERK**
703. **Seat near allotments/bus stop:** still to be investigated. Noted

PUBLIC RIGHTS OF WAY

704. **Footpath 28 Proposed Reduction in Width:** nothing to report/Clerk to look into **ACTION: CLERK**
705. **Footpaths 12/13 bridge brickwork:** nothing to report/Clerk to get an update from Highways. **ACTION: CLERK**
706. **EMERGENCY PLANNING/PROCEDURES:** 2nd draft to be produced.

TRAINING/CONFERENCES/MEETINGS

707. **Dengie Hundred Group of Parish Councils:** next meeting Wednesday 15th March 2017 7.30pm in Burnham Council Offices. Members had been supplied with letter advising that a Cllr is needed as EALC representative on Joint Standards Committee. No one available to attend the meeting. Contents of letter noted.
708. **Essex Police 2017 Conference:** 7th June 2017 Great Dunmow. Mr Rivers may attend TBA.
709. **EALC AGM & EALC/ECC Annual Conference:** 19th September 2017, Great Dunmow. Noted.

CORRESPONDENCE/CONSULTATIONS

710. **Community Agents Essex:** availability for attendance at a Seniors coffee morning meeting to be looked into. **ACTION: CLERK**
711. **MDC Pink Recycling Bags & Food Recycling Bags:** Members were advised that these will now be available to collect at Seniors Coffee mornings from 2nd March 2017.
712. **Community Safety Survey:** 30 hard copies supplied for Seniors Coffee mornings. Close date 15th March 2017. Noted.
713. **RCCE Village of the Year 2017 Competition:** details had been supplied to Members, plus advised that judges are needed. It was agreed that Cold Norton PC would not participate this year. Clerk to write to RCCE advising reasons. **ACTION: CLERK**

714. **Village Hall Car Park:** Members had been advised that fencing to the house next to the car park had been hit and damaged again by careless parking. It was agreed that the costs incurred by the householder be reimbursed by the Parish Council and that the Clerk obtaining quotes to install bollards.
ACTION: CLERK
715. **BROADBAND: Broadband Development:** Members had been supplied with copy of follow up email dated 9th February regarding queries raised by PC in regards to letter received 30th January 2017 from Superfast Essex. It was agreed that Facebook and emails be used to communicate the request for information required by ECC.
ACTION: CLERK
716. **STANDING ORDERS:** Members had been supplied with the revised section relation to recording of meetings. Agreed and noted. Information regarding virtual attendance at meetings was also supplied to Members. Noted.
717. **RISK ASSESSMENTS:** Members had been supplied with as copy of the current Risk Assessments for review. Members were in agreement that no changes were required. Clerk advised that the Financial Regulations should also be reviewed and would be presented for consideration at a future meeting,
ACTION: CLERK

PLANNING (contd)

718. **Maldon District Council Decisions:** covering decisions advised from w/e 10th February to w/e 24th February 2017; a detailed list had been supplied to Members, which is summarised below:

COUPA/MAL/16/01428 Cold Norton

Prior approval of proposed change of use of agricultural building to 2no. dwelling houses (Class C3), and for associated operational development (minor amendments to approved scheme 15/01043).
Flambirds Farm Hackmans Lane Cold Norton Essex
(UPRN - 100091256741)
Mr & Mrs Crosby

PRIOR APPROVAL IS REQUIRED AND GRANTED

FUL/MAL/16/01463 Cold Norton

Proposed erection of a single dwelling with link attached pool enclosure, detached two bay garage and associated works, following demolition of existing buildings
Land Adjacent Little Canneys Stow Road Cold Norton Essex
(UPRN - 010014001290)
Mr & Mrs R Rowntree **REFUSED**

719. **Maldon District Local Development Plan (LDP):** nothing to report
720. **MDC Community Infrastructure Levy Charging Schedule (CIL):** in abeyance pending LDP outcome.
721. **Affordable Housing -** in abeyance pending LDP outcome
722. **Vehicle accesses along St Stephens Road:** nothing to report; to be followed up.
ACTION: CLERK
723. **Appeal Decision: Appeal Ref: APP/X1545/W/16/3157810 Honeywood Farm, Honeypot Lane.**
Appeal allowed. Details had been supplied to Members together with decision re award of costs. Noted.
724. **MDC Planning Toolkit:** Members had been supplied with copy letter and toolkit and advised that 'Guide to Planning Decision Making' could be forwarded by email (3Mb) if requested (or link to MDC web site when provided by MDC). Members agreed that just one hard copy be circulated.
ACTION: CLERK

725. Land adjacent to Cowpiece: Clerk to ascertain what permissions are in place.
ACTION: CLERK

726. 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 Mr & Mrs Guppy would be moving out of the village. Clerk was asked to write to thank them both for all they had done in the village and their role in ensuring that The Norton Public House remained as a village amenity.
ACTION: CLERK

727. To consider **DATES OF FUTURE MEETINGS:**
Ordinary Meetings; Wednesday 5th April, Thursday 18th May, 7th June
Annual Parish Meeting: Clerk to ascertain dates in May and June when main hall is available.

728. 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.

The one remaining Member of the Public duly left the meeting.

729. PLANNING MATTER ISSUE
The Chairman responded to the letter sent in January; there was then an open discussion.

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

Chairman.....

Date.....