

COLD NORTON PARISH COUNCIL

MINUTES OF THE MONTHLY MEETING OF THE PARISH COUNCIL HELD ON WEDNESDAY 5TH APRIL 2017 AT 7.30PM IN THE LES BARCLAY ROOM AT THE VILLAGE HALL

THOSE PRESENT:

Councillors:

Mrs S Garnham
Mr B Haydon
Mrs V Jennings
Mr S Rivers (Chairman)
Mr P Wakeling (Vice Chairman)

In attendance: Mrs M. Dyer (Parish Clerk)

1. **APOLOGIES FOR ABSENCE:** apologies were received and accepted from Mr J Archer, District Cllr Ms White and County Cllr Mrs Channer. (Mr Litscher is on leave of absence)
2. **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.
3. **PUBLIC QUESTION TIME:** there were no Members of the Public present
4. **MINUTES OF THE ORDINARY MEETING of the Parish Council** held on Wednesday 1st March 2017 were approved as correct and signed accordingly.
5. **DISTRICT COUNCILLOR'S REPORT:** As she was unable to attend this meeting District Cllr Ms White had supplied a report to be read out. This report reminded Cllrs that MDC is undertaking a consultation on specified elements of the LDP; that the Maldon District is one of Britain's best rural places to live (Halifax Survey 2017 – Maldon is 3rd best in the East of England and number 23 overall); information re Council Funding for 2017/18 and information regarding business rates.
6. **COUNTY COUNCILLOR REPORT:** County Cllr Mrs Channer had supplied a report for mid-March which had been forwarded to Members on 14th March 2017. Noted.

FINANCE

Approval of Payments

7. Roy Wiseman to village caretaker work 27th February to 27th March 2017 £52.50. Cheque No.1546
8. Sue Lees Consultancy to maintenance fee for April 2017 Invoice No.0002931 dated 8th March 2017 £30.00. Cheque No.1547
9. Sue Lees Consultancy to domain renewal for 2 years Invoice No.0002943 dated 26th March 2017 £20.00. Cheque No.1547
10. Maria Dyer office expenses from 24th February to 31st March 2017 £48.81 (£47.81 net). Cheque No.1548

11. PH Coote Limited to replacement lamp to light No.18 (outside Ferndale, Latchingdon Road, opposite The Norton) Invoice No.17957-200298 dated 16th March 2017 £153.85 (£128.21 net). Cheque No.1549. NB Contractor had advised that 35w lamps were being phased out: this light fitting was in poor condition and would need replacing with LED when it next fails; Clerk had asked contractor for indication of cost – still to be advised. Noted
12. Copyright Repro Limited to stationery (2,500 sheets A4 80 gsm paper, 3 x XL black ink and 2 x XL colour ink for printer). Invoice No.106258 dated 31st March 2017 £100.32 (£83.60 net). Cheque No.1550
13. Essex Wildlife Trust Membership renewal £40 (no increase over previous year). Cheque No.1551
14. E-on to electricity for street lights February 2017 Invoice No.HI42298E88 dated 1st March 2017 £66.23 (£63.08 net) taken by direct debit on 11th March 2017.

15. **Financial Statement**
Current balances:

Barclays 10 Day Notice as at 4th January 2017	£	576.47
Santander as at 2nd March 2017	£	<u>11,703.00</u>
	£	12,279.47

16. **Solar Panels at Village Hall:** Mrs Garnham advised that the meter was read on Friday 31st March 2017 and a rebate of c£220 was expected. Noted.
17. **Village Hall Valuation:** Members were advised that this would be carried out on Monday 10th April 2017. Noted.
18. **Essex & Suffolk Water now part of Northumbrian Water Limited (NWL):** Members had been supplied with copy letters dated 16th and 24th March 2017 detailing the change and arrangements re payments (applicable only to allotment site). Noted
19. **Maldon District Council Purchase Orders:** Members had been supplied with copy letter dated 20th February 2017 regarding a new system. Whilst it was acknowledged by Members it was noted that it was not relevant to the Parish Council at this point in time.
20. **Essex & Herts Air Ambulance:** Members had been supplied with a copy of the thank you letter received for the £50 donation. Noted.
21. **Annual Return for Year Ending 31st March 2017:** Members had been advised that paperwork received had been received and that the deadline had been advised as 12th June 2017. Clerk pointed out that an extension would be requested and that an extraordinary meeting may need to be called to approve the accounts/return. Noted,
22. **Financial Regulations:** Members had been supplied with a copy of the CNPC Financial Regulations and NALC 2016 model for review of existing/consideration. It was agreed that all Members and the Clerk would read/review to report back and discuss at a future meeting.

VILLAGE HALL

23. **Report from VHMC:** Members were advised that the main hall needs to be repainted and quotes were in hand and that on 24th June there would be a Summer Fun/Sports Day fund raising event; weeding needed near door – Clerk to notify village caretaker. At this point trees in this location were discussed – Clerk to look into with Insurance Company and MDC.
ACTION: CLERK
24. **Car Park: installation of bollards:** two quotes were presented to Members at the meeting. Members discussed and agreed that the preferred option was the steel crash barrier, but would prefer the supporting posts to be concrete or steel rather than the wooden posts quoted by the Contractor. Clerk was authorised to order if the revised quote fell under the sum agreed by Members.
ACTION: CLERK

25. **Car Park Surface:** Members were advised that one written quote had been received and one verbal estimate had been given to the Clerk. It was agreed to discuss at a future meeting.

HIGHWAYS AND ROAD SAFETY

26. **Speed Reminder Stickers:** Members had been advised that these had been received and would be distributed with a letter. Noted.
27. **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 to contact Adam Pipe of Safer Essex Roads Partnership and Country Produce/Post Office for support. Noted. **ACTION: MEMBERS/CLERK**
28. **White Fingerpost from Corner of Howe Green & Hackman's Lane:** Members had been supplied with copy emails advising that County Cllr Mrs Channer was investigating the negative response from ECC Highways. Noted.
29. **POLICE MATTERS/ANTI-SOCIAL BEHAVIOUR:** Clerk advised Members that there had been incidents of graffiti and bullying reported to the Clerk; the graffiti had now been removed. Noted.

OPEN SPACE

30. **Cowpiece Nature Reserve:** Members were advised that this is 'looking good'. Noted.
31. **Playing Field**
Independent Playground Inspection 2017: Members were reminded that this would be carried out in April.

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

Timber Ball Wall: Members were advised that this had been installed earlier that day i.e. 5th April 2017. Noted.

Essex Playing Field Association Best Kept Playing Field Competition 2017: entry submitted

Football Pitch/goalposts: still to be removed.

Members discussed the surface where the ramp was and were in agreement that no further action is required.
32. **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: Green Trees Avenue and Alec's garden grass cutting, tidy and litter pick.
33. **Allotments: Land adjacent to site:** investigating costs re possible transfer from MOAT Housing
34. **Trees at Three Ashes Corner (corner of Hackmans Lane & Howe Green Rd):** Clerk still to talk to the Village Caretaker. **ACTION: CLERK**
35. **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**
36. **Seat near allotments/bus stop:** still to be investigated. Noted.

PUBLIC RIGHTS OF WAY

37. **Footpath 28 Proposed Reduction in Width:** Members advised that this footpath is walkable. To be removed from agenda. **ACTION: CLERK**
38. **Footpaths 12/13 bridge brickwork:** Members were advised that this is now fenced off. Clerk was requested to ascertain whose responsibility this is i.e. ECC or the Railway. **ACTION: CLERK**
39. **EMERGENCY PLANNING/PROCEDURES:** 2nd draft to be produced.

TRAINING/CONFERENCES/MEETINGS

40. **Dengie Hundred Group of Parish Councils:** Members were advised that at the meeting held on Wednesday 15th March 2017 a new Chairman had been elected. Members had been supplied with letter detailing changes. Noted.
41. **SLCC AGM/Training Day:** Members were advised that this event held on 16th March 2017 had been organized by Clerks and this year the topics included Travellers (Culture & Challenges), Legal Update, ALCC, Crimestoppers and Dementia Friends. Members were supplied with notes from the speakers (in a mixture of formats - hard copies and by email). Noted
42. **MDC Clerks Forum:** Clerk had attended this on 21st March 2017; subjects covered: Community Heartbeat Scheme (defibs); MDC Economic Development Update, Business Rates Update and MDC Rangers Update. Members had been supplied with hard copies of handouts and Clerk supplied at the meeting additional notes recorded by Clerk. Noted.
43. **EALC Village Hall Training Session:** 22nd March 2017 Mrs Garnham attended and advised Members that it had been a good session. Noted.
44. **EALC Planning Briefing:** Mr Haydon attended and advised he would circulate session notes. **ACTION: MR HAYDON**
45. **Essex Police 2017 Conference:** 7th June 2017 Great Dunmow: Mr Rivers had planned to attend this, but following the meeting advised the Clerk that he would not be able to. Another delegate needed.
46. **EALC AGM & EALC/ECC Annual Conference:** 19th September 2017, Great Dunmow.

CORRESPONDENCE/CONSULTATIONS

47. **MDC Monitoring Officers;** Members had been supplied with copy email dated 22nd March 2017 detailing changes put in place to cover maternity leave. Noted.
48. **Cherry Blossom Lane:** Members had been supplied with copy email from a resident about the condition of this road. Members discussed and requested that Clerk investigate the cost of installing Type 1 compacted and ascertain with contractors/ECC Highways how long this would last and is it therefore just a temporary fix. **ACTION: CLERK**

BROADBAND

49. **ECC Superfast Broadband Investment Programme:** Members had been advised that the close date for residents to respond re identified postcodes was 31st March 2017 and that the Clerk had hoped to have an update for meeting, but this was not available. The ECC Superfast Team had offered to attend a PC meeting, but had been unable to attend this one. Members requested the Clerk ascertain if they can attend the APM. **ACTION: CLERK**

PLANNING

50. **Planning Applications received by the Parish Council:** the following were considered and the responses were:
- CC/MAL/11/17 Cold Norton County Primary School, St Stephens Road, Cold Norton:** The retention of a classbase for a temporary period until 31 August 2022 without compliance with Condition 2 (time limit) attached to planning permission CC/MAL/08/12. Letter dated 16th March 2017 from ECC (No plans): Letter to ECC:
- Cold Norton Parish Council has NO OBJECTIONS to the above application.
- For information only: LDP/MAL/17/00207 PP-05853230 Oasis, St Stephens Road, Cold Norton:** Claim for lawful development certificate for proposed single rear extension projecting 4m from rear of existing property. Week 9 dated 3rd March 2017.
- For information only: TELPN/MAL/17/00360 Communication Station Water Tower Hackmans Lane Purleigh:** Installation of one 0.6m dish on the existing structure. Week 13 dated 31st March 2017
51. **Maldon District Council Decisions:** covering decisions advised from w/e 3rd March to w/e 31st March 2017; a detailed list had been supplied to Members, which is summarised below:
- APPEAL**
OUT/MAL/15/01319 (Appeal Ref: APP/X1545/W/16/3158808)
Glen Loy - Latchingdon Road - Cold Norton
Outline planning application for twelve dwellings, including four affordable units with all matters reserved for subsequent approval with the exception of vehicular access
APPEAL DISMISSED
APPLICATION FOR PARTIAL AWARD OF COSTS MADE BY APPELLANT ALLOWED 01/03/17
DECISION LEVEL: Delegated 1 March 2017
- FUL/MAL/16/01334 Cold Norton**
Removal of condition 3 on approved planning permission FUL/MAL/14/00906 (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 Stewart Rivers **REFUSED**
- HOUSE/MAL/17/00016 Cold Norton**
Single storey rear/side infill extension and detached garage.
Cranswick Lodge Victoria Road Cold Norton Essex
(UPRN - 100091257349)
Mr K Campbell **REFUSED**
- HOUSE/MAL/17/00120 Cold Norton**
Two storey side extension
5 Cherry Blossom Lane Cold Norton Essex CM3 6JQ
(UPRN - 100091256433)
Mr Hawtin/Mrs Mihill **APPROVED**
52. **Maldon District Local Development Plan (LDP):** Members had been advised: consultation re: Post-Examination Main Modifications to the Maldon District Local Development Plan/Sustainability Appraisal Report Final. Plus comments are also sought on the Council's Response to Actions from the Examination (January 2017), on the following: Neighbourhood Plans Summary (January 2017)/Housing Trajectory and Infrastructure Delivery Plan Update (February 2017)/Rural Employment Allocations Evidence Base (February 2017)/Updated Retail Study Evidence (February 2017). Consultation closes Friday 28th April 2017. Link had been forwarded by email to Members. Noted
53. **MDC Community Infrastructure Levy Charging Schedule (CIL):** in abeyance pending LDP outcome.

- 54. **Affordable Housing:** in abeyance pending LDP outcome
- 55. **Vehicle accesses along St Stephens Road:** nothing to report; Clerk to ask District Cllr Mrs Channer to follow up again. **ACTION: CLERK**
- 56. **Chelmsford City Council Consultation: Publication of Chelmsford Local Plan Preferred Options Consultation Document, its accompanying Sustainability Appraisal (and Non-Technical Summary) and Habitats Regulations Assessment.** Members had been supplied with details and advised that the consultation closes 4.45pm on Thursday 11 May 2017. Noted.

57. **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 Garnham advised that regarding the power station a resident had expressed concern re a report that low level nuclear waste was been dumped in the Blackwater. Clerk to see in the PC files re this and the levels. **ACTION: CLERK**

Mrs Garnham also stated that if the Chelmsford Local Plan option (see Minute No.55 above) that includes 1,000 new homes in South Woodham Ferrers is the one ultimately is adopted by CCC that this would have an impact on Cold Norton.

58. **DATES OF FUTURE MEETINGS:**

Ordinary Meetings: Thursday 18th May (+ AGM), Wednesday 7th June, Wednesday 5th July

APM: Wednesday 31st May

There being no further business the meeting was closed at 9.20pm

Chairman.....

Date.....