

COLD NORTON PARISH COUNCIL

ORDINARY MEETING OF THE PARISH COUNCIL HELD ON WEDNESDAY 7TH JUNE 2017, in The Les Barclay Room of the Village Hall – commencing immediately after the Annual General Meeting

The attendance list is the same as for the Annual General Meeting, with the addition of one Member of the Public, who arrived after Public Question Time.

71. APOLOGIES FOR ABSENCE: apologies were received and accepted from Cllrs Rivers, Litscher and Haydon and District Cllr Ms White.

72. 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 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.

73. PUBLIC QUESTION TIME: there were no Members of the Public present at this point.

74. MINUTES OF THE ORDINARY MEETING of the Parish Council held on Wednesday 5th April 2017 were approved as correct and signed accordingly.

75. DISTRICT COUNCILLOR'S REPORT: in his position as one of the District Cllrs for the Purleigh Ward Cllr Archer advised that whilst it had been indicated to Members previously that there should be news re the LDP in the next few months he advised that it would be the end of the year before this was resolved. Noted by Members

76. COUNTY COUNCILLOR REPORT County Cllr Mrs Channer gave Members an update on the following items: gritting – 55 instances to the end of April; Foster Carers needed for all ages; Duke Street Bus Gates signage in place, but car drivers are flaunting this and fines will now be imposed; LED lights – more to be installed; web site now carries information for older people re independent living; pharmaceutical outlet location survey being undertaken; 40 ex-teachers have been recruited to help alleviate the shortfall; ECC Highways and Ringway Jacobs have received an award for effective maintenance re roads and highways; following the recent elections, Cllr David Finch has retained his role as Leader of ECC with Cllr Kevin Bentley as Deputy Leader and there are some new Cllrs – all detailed on the ECC website. Mrs Channer advised that she would be following up the enquiry from a Cold Norton resident at the recent APM re the short stretch of road between Cold Norton and Stow Maries (with housing) that has a 40mph limit when the two villages have 30mph limits. Mr Wakeling thanked Mrs Channer for the update.

FINANCE

Approval of Payments

- 77.** Roy Wiseman to village caretaker work 3rd April to 1st May 2017 £37.50. Cheque No.1553
- 78.** Sue Lees Consultancy to Hosting for web site for 1 year (reduced rate) Invoice No.0002952 dated 1st April 2017 £30.00. Cheque No.1554
- 79.** Sue Lees Consultancy to maintenance fee for May 2017 Invoice No.0002964 dated 8th April 2017 £30.00. Cheque No. 1554
- 80.** Maria Dyer office expenses from 1st April to 8th May 2017 £45.35 (£43.69 net). Cheque No.1555
- 81.** EALC to EALC and NALC affiliation fees for 2017/2018. Members had been supplied with details of what is covered. Invoice No.7621 dated 1st April 2017 £313.62 (NB fees are based on population of village). Cheque No.1556

- 82. Wicksteed Leisure Limited to supply and installation of double sided ball wall invoice No.733996 dated 10th April 2017 £1,458.54 (£1,215.45 net). Cheque No.1557
- 83. E-on to electricity for street lights March 2017 Invoice No.HI442E9B77 dated 1st April 2017 £73.33 (£69.84 net) was taken by direct debit on 11th April 2017.
- 84. E-on to electricity for street lights April 2017 Invoice No.HI46230F64 dated 2nd May 2017 £77.63 (£73.93 net) was taken by direct debit on 12th May 2017
- 85. AON to insurance 1st June 2017 to 31st May 2018 £812.91. Cheque No.1552
- 86. Sue Lees Consultancy to maintenance fee for June 2017 Invoice No.0003003 dated 8th May 2017 £30.00. Cheque No.1554
- 87. PH Coote Limited to repair to Light No.11 (outside 32 Latchingdon Road/by VAS sign). Invoice No.17970-200210 dated 16th May 2017 £109.36 (£91.13 net). Cheque No.1558
- 88. BT to public pay phone at Village Hall. Line Rental 1st May to 31st July 2017 Invoice No.Q011Jl dated 11th May 2017 £57.72 (£48.10 net) was taken by direct debit on 25th May 2017.
- 89. NWG Business to water at allotments – charging period 14th November 2016 to 29th April 2017. Invoice No.4068427 dated 17th May 2017 £3.31 (fixed charge no water used). Taken by direct debit on 7th June 2017.
- 90. Holly Hann and Tom Hann to delivering wheelie bin stickers to 100 homes (part Latchingdon Road and St Stephens Road) APM notices (except 20 on outskirts of village – these were posted) £50 (£12 for stickers and £38 for APM notices. Cheque Nos 1559 and 1560 (£25 each)
- 91. Maldon District Council to play inspection and report April 2017 Invoice No.COL58776586 dated 1st June 2017 £67.20 (£56 net). Cheque No.1561
- 92. Maria Dyer office expenses from 9th May to 31st May 2017 £48.87. Cheque No.1555
- 93. Cold Norton Parochial Church Council (PCC) to providing refreshments at the APM 2017. Members agreed to increase this to £30. Cheque No.1562
- 94. Graham Cornell to work to benched in playground. Invoice No.1703 dated 5th June 2017 £25.00. Cheque No.1563

95. **Financial Statement**

Current balances:

Barclays 10 Day Notice as at 10th April 2017	£	576.47
Santander as at 2nd May 2017	£	<u>32,969.11</u>
	£	33,545.58

- 96. **Solar Panels at Village Hall:** Members had been advised that £273.76 had been credited to the PC account on 19th April 2017. Noted.
- 97. **Financial Regulations:** review of existing CNPC Regulations and consideration of the NALC model by Members and Clerk being undertaken – to be discussed at a future meeting.
ACTION: MEMBERS/CLERK
- 98. **Precept received from MDC:** Members had been advised that the £25,000.00 precept had been credited to the PC account on 28th April 2017. Noted.
- 99. **Valuation of Village Hall:** Members had been supplied with a copy of the valuation (rebuild) dated 15th May 2017. Noted.

VILLAGE HALL

- 100. **Report from VHMC:** Mrs Garnham reminded Members of the Summer Fun/Sports Day fund raising event on 24th June and the Calor Gas Community Grant application for funds for new staging for the village hall (Clerk will forward details to Tim Hann and Cliff Brown to publicise via village email list and Facebook page); Mrs Garnham advised that there is a leak in the kitchen and that assistance may be required from the PC. The Clerk was requested to contact the contractor re this problem and to check the warranty for the 2010 village hall works. The Members then discussed the situation regarding trees near the village hall which are impacting on the village hall building and the house next to the village hall. The Chairman closed the meeting to allow Mr Tim Dixon, the neighbouring home owner to speak about this tree. Following discussion the meeting was reopened and Members

agreed that a quote be obtained to carry out works to this tree and a quote to survey all the trees that are the PC's responsibility.

ACTION: CLERK

101. Car Park: installation of bollards: Clerk advised Members that the contractor had advised that the price for concrete posts to support the 'crash barrier' would be the same as quoted for wooden posts. Clerk to now place order for these works.

ACTION: CLERK

102. Car Park Surface: further quotes to be obtained for discussion at a future meeting.

ACTION: CLERK

HIGHWAYS AND ROAD SAFETY

103. Speed Reminder Stickers: Members had been advised that the 100 had been delivered to homes on Latchingdon Road to bridge (excluding Clarke Rise, East Canney and Charterhouse) and down to 17A on one side and 16 on other side of St Stephens Road, there were insufficient to cover all of St Stephens Road. Clerk had received an enquiry from a resident re 40mph stickers for the houses past the bridge on Latchingdon Road. Members were advised that 100 x yellow 30 mph stickers had cost £99 and that 100 x 40mph white stickers would cost £80. Clerk was asked to see if the supplier would supply a 'split' pack of a further 50 x yellow 30mph stickers and 50 x white 40 mph stickers.

ACTION: CLERK

104. 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; also District Cllr Ms White (Country Cllr Mrs Channer has already offered support). Re vegetation letters to be sent to residents along this section of road and situation re Highways Rangers to be clarified re this type of work and contact point.

ACTION: MEMBERS/CLERK

105. White Fingerpost from Corner of Howe Green & Hackman's Lane: nothing further to report.

106. Maldon District Highways Panel Programme of Works: Members had been supplied by email with minutes from the March meeting and details of works considered/agreed. Noted.

107. Cherry Blossom Lane: road surface - the cost of installing Type 1 compacted to be researched and Clerk to ascertain with contractors/ECC Highways how long this would last and is it therefore just a temporary fix.

ACTION: CLERK

108. Zebra Crossing: overhanging branches. Clerk has contacted MOAT Housing who will arrange for the vegetation to be cut back.

109. Corner of St Stephens Road and Fambridge Road: sight line obscured from right by overgrowing vegetation. Clerk to report to ECC Highways.

ACTION: CLERK

POLICE MATTERS/ANTI-SOCIAL BEHAVIOUR

110. Business Case for Joint Governance of Police and Fire & Rescue in Essex: had been forwarded to Members by email. Noted.

111. Anti-social behaviour: Clerk reported at meeting. It was agreed that this should be reported in the PC report in The Beacon.

ACTION: CLERK

OPEN SPACE

112. Cowpiece Nature Reserve: nothing reported

113. **Playing Field**

Independent Playground Inspection 2017: Members were advised that this was carried out in April and a copy of the report had been forwarded to Members by email. Clerk was authorised to place order(s) for the works required and to investigate the cost of a new bin for this area.

ACTION: CLERK

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

Timber Ball Wall: installed; Members had been supplied with note from Wicksteed advising that a post installation inspection was required by an independent company and advised that the Clerk was contacting Play Inspector to see if this was necessary as all the equipment had just been inspected. At the meeting the Clerk advised that the Play Inspector had advised that this was not necessary as it had been fully checked as part of the Independent Playground Inspection in April (see above)

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

Football Pitch/goalposts: still to be removed

Safety matting: replacement tiles – Members had been supplied with details/quote. Members authorised Clerk to appoint Sovereign to replace the tiles at a cost of £84 ex VAT.

ACTION: CLERK

114. **Village Caretaker work:** Mr Wiseman had carried out regular litter picks and safety checks at the playing field. Members had been supplied with copy email from Mr Wiseman advising that he would no longer be able to undertake these tasks. Members discussed splitting the tasks.
115. **Allotments: Land adjacent to site:** investigating costs re possible transfer from MOAT Housing
116. **Trees at Three Ashes Corner (corner of Hackmans Lane & Howe Green Rd):** Mr Dixon very kindly offered to trim the lower branches.
117. **Three Ashes Corner as a Village Green:** nothing to report
118. **Seat near allotments/bus stop:** still to be investigated

PUBLIC RIGHTS OF WAY

119. **Footpaths 12/13 bridge brickwork:** now fenced off/Clerk to look into re ECC or Railway responsibility
ACTION: CLERK
120. **Footpath 24:** it was reported that this was unwalkable. Clerk to contact the Landowner
ACTION: CLERK
121. **EMERGENCY PLANNING/PROCEDURES:** 2nd draft to be produced.

TRAINING/CONFERENCES/MEETINGS

122. **Essex Police 2017 Conference:** 7th June 2017 Great Dunmow. Members were advised that Mr. Rivers is now unable to attend; Members to check diaries and advise the Clerk.
ACTION: MEMBERS

- 123. Transport Representative Meetings:** Members had been advised that the Maldon District meeting is on 12th June 2017 and had been supplied with details of the Tender Round for 2017/proposed changes. Noted, but no one available to attend the meeting.
- 124. Bradwell Local Community Liaison Council (LCLC) Meeting:** Wednesday 21st June 2017 10am. Details had been supplied to Members, plus details of new director for Bradwell. No one at the meeting available to attend – Clerk to contact absent Members re availability.
ACTION: CLERK
- 125. Dengie Hundred Group of Parish Councils:** Wednesday 21st June 2017 8pm in Althorne Village Hall. No one at the meeting available to attend – Clerk to contact absent Members re availability.
ACTION: CLERK
- 126. EALC AGM & EALC/ECC Annual Conference:** 19th September 2017, Great Dunmow

CORRESPONDENCE/CONSULTATIONS

- 127. EALC Data protection:** email dated 6th May 2017 had been supplied to Members. Noted.
- 128. EALC Buckingham Palace Award:** email dated 8th May 2017 had been supplied to Members. It was agreed to put Mrs Garnham forward.
ACTION: CLERK
- 129. Email dated 13th May 2017 from resident regarding the provision of dog bins in the village:** had been supplied to Members. Members considered and requested Clerk look into costs.
ACTION: CLERK
- 130. Maldon District Council:** letter dated 23rd May 2017 from new Chairman of MDC, Cllr Henry Bass requesting details of events in the village, which he hoped to be able to attend had been supplied to Members. Clerk has already advised details of VH Sports & Fun Day – no other events scheduled, but Members advised that Cllr Bass would be welcome to attend PC meetings.
ACTION: CLERK

BROADBAND:

- 131. ECC Superfast Broadband:** Clerk had forwarded by email to Members the presentation made at the APM. Noted.
- 132. County Broadband:** Members had been advised that County Broadband had advised they would attend a future PC meeting and had asked what should be prepared for the meeting. As there had been a presentation from ECC Superfast at the APM Members agreed that there was now no need for County Broadband to attend a PC meeting at this time.
ACTION: CLERK

PLANNING

- 133. Planning Applications received by the Parish Council:** the following had been received:

HOUSE/MAL/17/00290 PP-05908866 3 Station Crescent, Cold Norton:

Attached garage/utilityroom. Week No.14 dated 7th April 2017. This should have been considered at the May meeting, but as this was cancelled due to insufficient Members being available, it was now too late to submit a view as MDC had already made a decision on this application (see Minute No.134 below).

- 134. Maldon District Council Decisions:** covering decisions advised from w/e 7th April to w/e 2nd June 2017; a detailed list had been supplied to Members, which is summarised below:
- HOUSE/MAL/17/00115 Cold Norton**
 Below ground family swimming pool with retractable cover and log pool house
 Oakwood Manor Station Road Cold Norton Essex
 (UPRN - 100091257158)
 Mr R Head **APPROVED**
- OUT/MAL/17/00137 Cold Norton**
 Outline planning application with all matters reserved for the construction of 3 single storey dwellings with associated off-street parking
 Land North Of 29 Green Trees Avenue Cold Norton Essex
 (UPRN - 200000909891)
 Mr & Mrs J Archer **REFUSED**
- ESS/MAL/17/00307 Cold Norton**
 The retention of a class base for a temporary period until 31 August 2022 without compliance with Condition 2 (time limit) attached to planning permission CC/MAL/08/12.
 Cold Norton County Primary School 2 St Stephens Road Cold Norton Essex
 (UPRN - 200000918572)
 Rachel Edney **NO OBJECTIONS**
- LDP/MAL/17/00207 Cold Norton**
 Claim for lawful development certificate for proposed single storey rear extension projecting 4m from rear of existing property.
 Oasis St Stephens Road Cold Norton Essex
 (UPRN - 100091257124)
 Mr Will Murphy **APPROVED**
- HOUSE/MAL/17/00290 Cold Norton**
 Attached garage/utility room
 3 Station Crescent Cold Norton Essex CM3 6HY
 (UPRN - 100090555840)
 Mr Michael Davies **APPROVED**
- 135. MDC Community Infrastructure Levy Charging Schedule (CIL):** in abeyance pending LDP outcome.
- 136. Affordable Housing -** in abeyance pending LDP outcome
- 137. Vehicle accesses along St Stephens Road:** following up again
- 138. Planning Appeal: Honeywood Farm Honeypot Lane Cold Norton:**
 Application Ref: FUL/MAL/16/01044 PP-05479315: Removal of condition 3 (agricultural occupancy condition) on approved planning permission FUL/MAL/82/00003
 Appeal Ref: APP/X1545/W/17/3167028. Copy letter had been supplied to Members, who were in agreement that no further comments need to be submitted.
- 139. Maldon District Council Draft Design Guide Public Consultation:** Monday 22nd May 2017 to Friday 30th June 2017. Documents can be accessed via: www.maldon.gov.uk/mddg
 It was agreed that Members would submit responses if they so wished as individuals; a PC response would not be submitted.
- 140. Planning Applications April 2016 to March 2017:** Members had been supplied with a summary of all applications considered by the PC. Noted.
- 141. Stow Maries Aerodrome FUL/MAL/16/01142 & LBC/MAL/16/01143: Change to take offs and landings:** Members were advised that this would be considered at MDC on 12th June 2017. Noted.

142. Winter Salt bag Partnership Scheme 2017/2018: details of the scheme had been supplied to Members, who agreed that the PC would participate but no salt was required this year. Clerk to contact current salt team members re paperwork/salt stock. **ACTION: CLERK**

143. 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 the gate to FP20 Crown Road needed attention. Clerk to report to ECC Highways. **ACTION: CLERK**

144. DATES OF FUTURE MEETINGS:

Ordinary Meetings: It was agreed to reschedule the 5th July meeting as the Chairman was unavailable, subsequently this was rearranged for Tuesday 11th July 2017.
Wednesdays 6th September, 4th October 2017

There being no further business the meeting was closed at 9pm

Chairman.....

Date.....