

COLD NORTON PARISH COUNCIL

MINUTES OF THE MONTHLY MEETING OF THE PARISH COUNCIL HELD ON WEDNESDAY 2ND FEBRUARY 2011 IN THE NORTON ROOM OF THE VILLAGE HALL

THOSE PRESENT:

Councillors:

Mrs G. Gold
Mr C. Litscher
Mrs. A. McDonald
Mr. P. Wakeling (Chairman)

In attendance: Mrs. M. Dyer (Parish Clerk)

412. **DECLARATIONS OF INTEREST:** It was noted that all the Members present had a personal interest to declare, as one of the contractors who had submitted a quote for the 2011 grass cutting contract was a village resident known to the Members.
413. **APOLOGIES FOR ABSENCE:** were received and accepted from Mr. J. Archer, Professor Barclay and Mrs S. Garnham and also from District Councillor J. Sears.
414. **MINUTES OF THE ORDINARY MEETING of the Parish Council** held on Wednesday 12th January 2011 were approved as correct and signed accordingly.

FINANCE

Approval of Payments

415. Dave Bull general village caretaker work Invoice No.11 dated 28.01.11 £72.50 Cheque No.946
416. MAIA Services to updating web pages 1 PC report and 1 set of minutes Invoice No.250111 dated 25.01.11 £30 (£25 net) Cheque No.947
417. GB Office Group 1 x box paper for printer and photocopier Invoice No.IH363247 dated 21.01.11 £14.40 (£12 net) Cheque No.948
418. EALC Insurance Workshop/Half day training for Clerk Invoice No.738 dated 27.01.11 £40 Cheque No.949
419. Cold Norton Parochial Church Council grant towards oil tank (as agreed Minute No.378) £540 Cheque No.950.
420. Cold Norton Parochial Church Council donation for providing refreshments at Dengie 100 Group of Parish Councils meeting on 26th January 2010 £25 Cheque No.951.
421. Information Commissioner Data Protection renewal to 2nd March 2012 £35 Cheque No.952.
422. Maria Dyer office expenses £39.42 Cheque No.953.
423. Essex Digital Copiers to supply of 1 photocopier Canon IR1510 Invoice No. 28571 dated 28.01.11 £234 (£195 net) Cheque No.954
424. PH Coote to replace lamp street light No.4 (also FOC re street light No.6) Invoice No.15878-26459 dated 28.01.11 £87.26 (£72.72 net) Cheque No.955.

425. Financial Statement

Current balances:

Standard Life 10 Day Notice as at 17 th Jan 2011	£	547.46
Santander as at 3 rd January 2011	£	<u>29,213.60</u>
	£	29,761.06

PLANNING

426. **Maldon District Council Decisions:** there were no decisions relating to Cold Norton this month. Noted by Members.

427. **Planning Applications received by the Parish Council:** the following were considered and responses were as indicated:

FUL/MAL/10/01078 PP-01325443 Two Square, St. Stephens Road, Cold Norton. Application for non-compliance with Ecological Condition 3 of planning permission FUL/MAL/10/00828 (Erect replacement dwelling). Week No.2 dated 7th January 2011:

Cold Norton Parish Council has NO OBJECTIONS to the request contained within the above application.

FUL/MAL/10/01079 17 Stephens Road, Cold Norton. Construction of two dormers to front and two dormers to rear of house roof. Construction of rear ground floor extension. Week No.2 dated 7th January 2011:

Cold Norton Parish Council OBJECTS to the proposal contained within the above application and recommends that Maldon District Council REFUSE CONSENT.

The Parish Council's reasons for this recommendation are as for the initial designs submitted:

- The proposed development still detracts from the harmony of the current street scene:
- It is unsightly and still 'bulky'
- It is over developed
-

Additionally the Parish Council is concerned regarding proposals for the roof space.

428. **The Norton:** Mr Wakeling outlined the proposals contained in plans currently being developed by the owner of The Norton in conjunction with The Norton Community Pub Committee which would allow houses to be built on part of the site, changes to the current layout of The Norton and a secure lease for The Norton Community Pub Committee. Outline proposals in conjunction with a Section 106 agreement had been discussed with MDC Planning Department. The Members discussed this and agreed that in principal the Parish Council would only be in favour of a change of use to residential development on part of the site, if this were to be in conjunction with the long term future of The Norton being secured, possibly via a Section 106 agreement.

HIGHWAYS AND ROAD SAFETY

429. Highways Schedule

Flooding along footpath behind Latchingdon Road: Members had been advised that all parties at the tribunal agreed that the relief drain is vital and as part of that ECC need to renew/clear an existing pipe across FP28 between the two pieces of land; then one landowner must ensure that the water is guided to the ECC pipe and for the other landowner to ensure that this pipe from FP28 to his pond and the pipe from his pond to Latchingdon Road are both kept clear and in good order. The PRoW is currently in contact with the parties involved. Noted by Members.

Speeding cars from bridge towards Palepit Roundabout: Members were advised that ad hoc speed checks were taking place. Members discussed location for future checks, Clerk to now liaise with Police Speed Officer.
ACTION: CLERK

Flooding near bridge: awaiting response from Highways

Directional sign on Latchingdon Road to indicate Village Hall location; awaiting result of site visit by Highways re post already in situ and its suitability.

Speed/Traffic survey undertaken along Stow Road during week ending 22nd October 2010 awaiting confirmation from Police re next step. Speed data shown at January meeting.

School indicator sign corner of St. Stephens Road and Latchingdon Road reported to Highways

Stow Road street sign opposite Hackmans Lane still to be attended to. Clerk to report to MDC
ACTION: CLERK

Street light at corner of Hackmans Lane: Members were advised that this is now operational. Noted.

Sewage works along Latchingdon Road: Clerk advised that no notification had been received from Highways re these works – households along this stretch of road had only received a letter the day before works commenced. It was noted that materials belonging to the contractor were being held in a 'compound' at the top of Cherry Blossom Lane. Members requested Clerk ascertain exact nature of works and expected completion time.
ACTION: CLERK

VILLAGE HALL

- 430. Report from Parish Council Representatives:** Members were advised that the last VHMC meeting was held on Tuesday 18th January; as neither Parish Council Village Hall representative was available the Clerk attended, and reported that: *“At meeting the VHMC discussed the Parish Council request to have the village hall independently valued every 4 years, the VHMC didn't have a problem organising this, but requested that PC cover the cost of this valuation, which in June 2010 cost the VHMC over £300 (£265 +VAT). The treasurer is chasing the insurance company re amended policy/valuation. Heating control is still an issue, but Paul Guppy was going to look at. The need to increase the educational element of the Big Lottery goal was discussed and two members of VHMC are looking at possibilities. Fire Risk Assessment report received will be distributed to all groups. New hall hire rates from March 2011 were agreed. £600 profit reported from Christmas Fayre; junior disco attended by 20 children – plan to continue varied activity for this age group every 2 months. Variety of other fund raising events being planned – largest for 2011 will be Train Event 18th /19th June. VHMC were advised of PC decision re snow/ice and the village hall car park.”* Members were advised that the Next VHMC meeting had been set for Tuesday 1st March 2011 at 7.30pm.” Noted by Members.
- 431 Village Hall Project:** Members advised that the 'invoice' from the VHMC re electricity used during the building works was still awaited. Members had been supplied with copy letter from Harvey Escott & Co, Solicitor regarding the land transfer for Plot 207 – Members considered this and agreed that Harvey Escott should be instructed to apply to Land Registry to transfer Plot 207 and registered in the name of Cold Norton Parish Council and that a Cheque for £50 be raised to Harvey Escott & Co to cover the Land Registry Fee. Cheque No.957 was duly raised and signed accordingly. Members noted that there may be additional fees relating to this transfer, but that if applicable these will be included in the Solicitors final invoice.
ACTION: CLERK
- Mr Wakeling advised that there had been a change of personnel at The Big Lottery and that further information had been requested in relation to the mid year report. Clerk and VHMC to supply to Mr Wakeling data/copy of publicity material etc relating to recruiting new organisations to using the hall for forwarding onto The Big Lottery office.
**ACTION: CLERK/
MR. WAKELING**
- 432. VANDALISM/POLICE MATTERS:** Clerk advised that there was no report from the Police. Clerk was requested to write to the Chief Constable regarding the lack of reports and requesting that he attends the next meeting of the Parish Council to give an account of the Police's activity in Cold Norton.
ACTION: CLERK
- 433. DISTRICT COUNCILLOR'S REPORT:** Members were advised that whilst District Councillor Sears had been unable to attend this meeting he had advised by e-mail to the Clerk that the main topic concerning MDC is still of a financial/budgetary nature. Noted by Members.

OPEN SPACES

- 434. Cowpiece Nature Reserve:** Mr Litscher advised that works will now resume at this site with the assistance of the Village Caretaker.
ACTION: MR. LITSCHER
- 435. Playing Field**
- Members were advised that the Clerk is meeting with MDC Parks Maintenance Personnel on Thursday 3rd February to discuss fencing, tiling around swings, renewal of bark around junior multiplay system and resurfacing for hard standing and grants. Will also discuss play equipment inspection by MDC supplier (CNPC have in past used Playsafety/ROSPA for this). Noted by members.
- Members were advised that the new panel at top of Timberline slide rescheduled to be installed on 3rd February 2011.
- Members were advised that a quote had been received for two further panels for the Timberline multiplay system at a cost of £500 including installation ex VAT. It was agreed to delay making a decision regarding these replacement panels until the Clerk had met with MDC Parks Maintenance Personnel.
- Members were advised that regarding the removal of temporary gate/replacement fencing the contractor had been chased.

Members were advised that signage into the field is still to be actioned.

Members were advised that the regarding the trench on playing field that it had been filled in, but needs to be monitored. Noted by Members.

Members were advised that Bradwell Football Club is still to advise their plans for the next season (i.e. September 2011)

436. Village Caretaker work – report for work to 28th January 2011:

Around the village hall and playground I have continued to inspect the area. I have collected litter and noted the state of the area including the equipment. The fencing around the young children's play area, erected by the parents, has been damaged again by vandals: I was unable to find the broken parts this time.

I understand the damaged surface to the top of the slide etc. is in hand with the Contractor. I have removed a considerable quantity of fallen leaves in the car park, and as soon as the wheelie bin is emptied I shall remove the rest.

I note that the damage to the village hall soffits apparently caused by footballs kicked up above the windows is still evident. I shall monitor them for further damage, and understand that repairs are in hand. No further damage is apparent.

I continue to inspect the triangle area and to remove any litter. My general inspection of the verges around the village has indicated no further fly-tipping.

With regard to the Cow Piece Nature Reserve, I shall contact Cllr. Litscher as requested, with a view to completing the necessary work within agreed hours.

In the Memorial Garden I continue to inspect the rose bed and monitor for litter or any further damage to the planting.

- 437. Allotments:** Members were advised that the Clerk had been notified by PCT that they will no longer be able to pay for the water at this site, but that the last bill for £38.59 has been paid covering the period October 2010 to March 2011; previous bill in June 2010 was for £19.77. Clerk has advised the PCT to notify Essex & Suffolk Water to send bills in future to the Parish Council. Members were advised that there is an EALC Allotment Training Day in March, tutor will be Karen Kenny from the National Society of Allotment & Leisure Gardeners Limited and delegate fee is £60 – it was agreed that at this point a place should not be booked for this training session. Operation of the site/water costs etc to be discussed at a future meeting.

PUBLIC RIGHTS OF WAY

- 438. Footpaths Map:** Members were advised that the comments made re the draft drawing had been discussed, but were not to be adopted. It was agreed that the Clerk checks the draft and liaises with Roger Hawes/map designer. Mr Wakeling to consider the inclusion of a circular walk within the design.

**ACTION: MR WAKELING/
CLERK**

Members were advised that as this project would not be completed in this financial year and that the P3 grant was only valid until 31st March 2011 that a grant application would be made to P3 to for the forthcoming year to complete the project. Clerk suggested that an approach be made to local companies for a small grant towards this project – Members agreed to this.

ACTION: CLERK

- 439. Bridleway along old railway line:** Members had been advised that gravel is to be placed on entrance section and appropriate material further into the bridleway to counteract the very 'boggy' section and that the PRow had advised that Initial works are due to be completed before financial year end weather permitting. Noted by Members.

TRAINING/CONFERENCES/MEETINGS.

- 440. Maldon & District Crime Reduction Panel AGM Wednesday 9th February 2011:** Members had been supplied with details. Noted.

441. **East of England Rural Forum White Paper workshop Friday 11th February 2011 at Hylands House.** Members had been supplied with details. Noted.
442. **Dengie Hundred Group of Parish Councils Meeting 26th January 2011:** Mr Wakeling had attended this and gave a short report on items discussed, which included the forthcoming census and establishing contact points at ECC Highways following the recent restructure in that department.

CORRESPONDENCE

443. **The Royal British Legion re Poppy Parties 10th -12th June 2011:** Members had been supplied with details. Members discussed, but decided that due to other commitments Members would be unable to hold a fund raising event in aid of the RBL. Passing details to the VHMC were also discussed, but Members were reminded that the VHMC already have scheduled the bi annual train event that month.
444. **MDC Schedule of Meetings 2011-12:** Members had been supplied with a copy. Noted by Members.
445. **ECC – letter dated 6th January 2011 reference passenger transport changes:** Members had been supplied with a copy of the letter. Noted.
446. **Iceni Projects letter dated 12th January 2011 re changes in planning.** Members had been supplied with a copy of the letter. Noted
447. **Essex Playing Fields Association e-mail received 24th January 2011 re QEII Fields Challenge:** Members requested that Clerk look into this. **ACTION: CLERK**
448. **ECC Minerals Development Document: Preferred Approach. Consultation closes 17th February 2011:** Professor Barclay had reviewed the document and CD; Members were supplied with a copy of his summary and report, which advised that as Cold Norton is almost entirely sited on an area of London clay, mineral extraction is not a practical possibility and that as most of the proposed sites are in the north and north east of the county, transport from extraction sites would also not affect the village. It was agreed that the Clerk should write to ECC acknowledging receipt and advising that the Parish Council have noted the content with interest. **ACTION: CLERK**
449. **E-mail from Mrs McNally re School Governors at Cold Norton Primary School:** Members were advised that there is a vacancy on the school governors for a community governor, which in the past had been held by a Parish Councillor, but that Rev Manley would be happy to take up the role. Members discussed, but, due to other commitments in addition to their roles on the Parish Council, none of the Members present felt able to take on another role. All Members agreed that Rev Manley would make an ideal community governor. Clerk to respond to Mrs McNally. **ACTION: CLERK**
450. **VILLAGE PLAN:** Members were advised that Mrs Garnham is working on the questionnaires.
451. **ANY OTHER BUSINESS:** (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.)
No matters were raised.

DATES OF FUTURE MEETINGS

Scheduled or provisionally scheduled for 2011: Wednesdays 2nd March and 6th April.

452. **EXCLUSION OF PRESS AND PUBLIC:** pursuant to S.1 of the Public Bodies (Admission to Meetings) Act 1960 the meeting be not now open to the public and press for the following items of business and they were instructed to withdraw.

No Members of the public were present.

453. **GRASS CUTTING CONTRACT FOR 2011:** Members considered quotes from four contractors and following discussion agreed to appoint MDC Parks Department. Clerk to write to all contractors accordingly. **ACTION: CLERK**

Chairman.....

Date.....