

COLD NORTON PARISH COUNCIL

MINUTES OF THE MONTHLY MEETING OF THE PARISH COUNCIL HELD ON WEDNESDAY 14TH APRIL 2010 IN THE COMMITTEE ROOM OF THE VILLAGE HALL

THOSE PRESENT:

Councillors:

Mr. J. Archer
Prof L. Barclay
Mrs G. Gold (Chairman)
Mrs. A. McDonald
Mr. P. Wakeling

In attendance: Mr. J. Sears (District Councillor)
Mrs. M. Dyer (Parish Clerk), plus 2 Members of the Public

1. **APOLOGIES FOR ABSENCE:** Mr. C. Litscher, PCSO Richard Stott
2. **MINUTES OF THE ORDINARY MEETING of the Parish Council** held on Wednesday 3rd March 2010 were approved as correct and signed accordingly.

FINANCE

Approval of Payments

3. Dave Bull general village caretaker work. Invoice No.93 dated 10.04.10 £108.75 Cheque No. 865
4. E-on Street Lighting for February 2010 Invoice No.H90B022BE dated 06.03.10 £38.54 (£36.70 net) taken by direct debit on 16.03.10.
5. E-on Street Lighting for March 2010 Invoice No.H92DEA143 dated 03.04.10 £38.54 (£36.70 net) will be taken by direct debit on 14.04.10.
6. MAIA Services updating web site re Village Hall project. Invoice No.160310 dated 16.03.10 £14.69 (£12.50 net). Cheque No.866.
7. MAIA Services updating web site twice re Village Hall project. Invoice No 070110 dated 07.04.10 £29.38 (£25 net). Cheque No.866.
8. JP Chick & Partners Limited Professional Services re Village Hall Project Invoice No.10003342 dated 31.03.10 £1,686.12 (£1,435 net) Cheque No.867.
9. Maldon District Council: Contribution towards attendance of Parish Clerk at Clerks Forum in July 2009 and March 2010. Invoice No.COL58664603 dated 25.03.10 £10 Cheque No. 868.
10. Essex Wildlife Trust Renewal of Membership to 30th April 2011 £40 Cheque No.869
11. EALC Copy of Standing Orders for Local Councils Invoice NO.EALC0981/20010 dated 01.03.10 £25 Cheque No. 870.
12. EALC Affiliation Fees to EALC (£213.20) & NALC (£44.95) based on electorate figure Invoice No.128 dated 01.04.10 £258.15 Cheque 871
13. WPP Architects Village Hall Project Invoice No.03.026/E06 dated 12.03.10 £1,028.51 (£875.33 net) Cheque No. 872.
14. Haynes & Smith Village Hall Project. Invoice No.SCL5072 dated 08.04.10 £54,508.25 (£46,390 net) Cheque No.873
15. Maria Dyer office expenses £57.93 Cheque No. 874
16. Downey & Warren Village Hall Project Invoice No.DW2562/7 dated 08.04.10 £3,204.33 (£2,727.09 net) Cheque No.875
17. WPP Architects Village Hall Project Invoice No.03.026/E07 dated 08.04.10 £1,028.51 (£875.33 net) Cheque No.872
NB Cheque no 877 void – had been made out to Essex Playing Fields Assoc re Best Kept Playing Fields Competition 2010 – see minute No.30.
18. **Financial Statement**

Current balances:

Standard Life Direct Access as at 1 st Apr	£	137.23
Standard Life 10 Day Notice as at 17 th Mar 2010	£	404.93
Santander as at 2 nd April 2010	£	<u>27,713.76</u>
	£	28,255.92

19. **Standard Life** – Members had been supplied with details of the Notification of the transfer of the Standard Life Cash Savings & Mortgages banking business to Barclays Bank plc. Noted by Members.
20. **Notification of the Annual Audit for Year ending 31st March 2010:** Members were advised that additional items will need to be supplied because this year the income/expenditure will exceed £200,000 due to the Village Hall project. Noted by members.

PLANNING

21. **Maldon District Council Decisions** – a detailed list had been copied to Members, which is summarised below:

FUL/MAL/10/00011 Cold Norton

Approved Planning Application ref FUL/MAL/09/00559 amended with the addition of a chimney
6 Station Crescent Cold Norton Essex CM3 6HY
(UPRN - 100090555843)
Mrs Lynne Groom **APPROVED**

FUL/MAL/09/00964 Stow Maries

Change of use of building to B1 Office Use and associated storage including alterations to Grade II Listed Building
Wellinditch Farm Barn Woodham Road Stow Maries Essex
(UPRN - 010013995167)
Mr S Hollington **APPROVED**

LBC/MAL/09/00966 Stow Maries

Change of use of building to B1 Office Use and associated storage including alterations to Grade II Listed Building
Wellinditch Farm Barn Woodham Road Stow Maries Essex
(UPRN - 010013995167)
Mr S Hollington **GRANT LISTED BUILDING CONSENT**

HOUSE/MAL/10/00073 Cold Norton

Single storey side extension
Homestead Latchingdon Road Cold Norton Essex
(UPRN - 100091256847)
Mr & Mrs D Draper **APPROVED**

HOUSE/MAL/10/00088 Cold Norton

Roof conversion, side extension and conservatory to bungalow
Pensarn Lower Burnham Road Latchingdon Essex
(UPRN - 200000909847)
Mr Nigel John **APPROVED**

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

FUL/MAL/10/00163 PP-00989832 Dunromin, Fambridge Road, Cold Norton. Demolition of dwelling house and construction of new dwelling house including change of use for part of the site from paddock to residential Week No.12 dated 26th March 2010:

Cold Norton Parish Council OBJECTS to the proposal contained within the above application because it contravenes the Parish Council's Planning Policy; The Council therefore recommends that Maldon District Council REFUSE CONSENT. The Parish Council's reasons for this recommendation are:

- The proposed dwelling is outside the village development boundary (reference S2 - development outside defined settlement boundary)
- The development proposed is too large in scale and does not reflect the size of the current dwelling it is planning to replace (reference CC6 – landscape protection)

FUL/MAL/10/002220 Lords Acre Nursery, Lower Burnham Road, Cold Norton. Retention of the office/rest area. Week No.11 dated 19th March 2010:

With reference to the above application the Councillors agreed that as this site is closer to the Parish of North Fambridge that they will follow the lead set by North Fambridge Parish Council in regards to this application.

23. **Land for sale along Latchingdon Road:** Clerk was requested to write to MDC regarding this.
ACTION: CLERK

HIGHWAYS AND ROAD SAFETY

24. **Highways Schedule**

Members had been advised that:

Pram ramps at bridge - have been completed

Flooding along footpath behind Latchingdon Road - ECC Legal Services have now advised that investigations have now been completed and that this route is subject to public rights

Signage at corner of Howe Green Road has now been changed to format more suitable to a rural setting. However Members were advised that one 'branch' of this new sign was now missing. Clerk to contact Highways
ACTION: CLERK

Footways along Latchingdon Road from St. Stephens Road to The Norton have now been repaired, also footway along St. Stephens Road.

St. Stephens Road pram ramps: changes now been implemented. Concern was expressed re the sight line - Clerk to discuss with Highways.
ACTION: CLERK

Water along Latchingdon Road near The Norton – Clerk to contact Highways
ACTION: CLERK

Street light at corner of Crown Road is flickering/red.
ACTION: CLERK

25. **Maldon District Local Highway Panel:** Members had been invited to nominate a Councillor to sit on the panel to influence the highways budget based on local knowledge. It was agreed that Mr. J. Archer's name should be put forward.
ACTION: CLERK

VILLAGE HALL

26. **Report from Parish Council Representatives:** Members were updated re the meeting which took place on 23rd March 2010.

27. **Village Hall Project:** Mr Wakeling updated Members, who were each supplied with report dated 8th April 2010. Members had also been supplied with details of the financial position as at 31st March 2010. Members were advised that searches re Cyril May are now on hold as the fee quoted by the Solicitor is £1,250 – to be reviewed at later stage. Noted by Members

28. **VANDALISM/POLICE MATTERS:** Police unable to attend this meeting, but Members were advised that they will be attending the APM.

29. **DISTRICT COUNCILLOR'S REPORT:** District Councillor John Sears advised Members that MDC had one of the lowest council tax increases in Essex; no progress on Bradwell 2; re wind farms MDC will not be spending any more money on appeals.

OPEN SPACES

30. **Playing Field:** Members decided not to enter the Best Kept Playing Field Competition 2010 due to damage to the grassed area from the storage container etc.

31. Village Caretaker work – report for March:

Around the village hall and playground I have continued to inspect despite the area being formally closed for renovation. I have collected litter and noted the state of the equipment.

One of the skate board ramps has been broken off the playground and the fasteners removed. I have ordered new fixings and will replace them when they arrive.

I continue to inspect the triangle area and to remove litter. There has been fly-tipping in this area. I have removed some bags of rubbish but more continue to be dumped. My general inspection of the verges around the village has not indicated any other fly-tipping recently.

My work in the Queen Mother Memorial Garden is still hampered by unknown person or persons spoiling the roses.

In the Cow Piece Nature Reserve I continue to inspect, keep pathways clear and remove litter. When the weather is sufficiently warm and dry I will inspect and treat the Parish Council's benches.

32. Grass Cutting: Members agreed that Bradley Faulkner should again be appointed to carry out the grass cutting for this year.

PUBLIC RIGHTS OF WAY

33. Footpath 28 (link with Footpath 14): Members were advised that ECC Legal Services have advised that this route is subject to public rights and it will be added to the Definitive Map. Noted by members.

TRAINING/CONFERENCES/MEETINGS.

34. Dengie Bus Services: Members were advised that a meeting will be held on Thursday 15th April 2010 1 -2.30pm at the Baptist Church Hall, Burnham, to explore setting up a Dengie 100 Bus User Group. Noted by Members

35. RCCE Training session 'Introduction to planning your project or event' Tuesday 11th May 7 – 9 pm. No one available to attend as this is the same evening as the PC AGM and ordinary meeting.

36. Good Practice & Innovation: Training sessions on 2nd July 2010 in Bristol and 9th September in York. Noted by Members

CORRESPONDENCE

37. MDC e-mail received 9th March 2010 re battery recycling collection box: Clerk to investigate where this could be located. **ACTION: CLERK**

38. Letter dated 10th March 2010 received from Mr & Mrs Surridge re flooding: Councillors discussed and agreed that a letter should be sent to the Environment Agency advising that this problem is also affecting other homes in this area of the village

39. Dengie Hundred Group of Parish Councils: minutes from January 2010 meeting had been supplied to all Councillors. Noted by Members.

40. **Essex County Council: e-mail received 26th March 2010 – Cycling Framework Consultation:**
Councillors advised their support for the aims of this project and asked that Clerk enquire re progress of Sustrang – National Cycling Initiative.
41. **MDC Environmental Health Office (Malcolm Sach) e-mail received on 29th March 2010 regarding flooding and watercourses in the village/ownership of related land.** It was felt this was related to the matter detailed in minute No.38, Clerk to pass on details of possible land owners/farmers as advised by Members. **ACTION: CLERK**
42. **PCT Update re Maldon Community Hospital received 1st April 2010 had been supplied to members.** Noted by Members
43. **Letter dated 2nd May 2010 from Mr Nairne re the planning application considered by Councillors last month relating to a proposed wind farm.** Noted by Members.
44. **MDC e-mail received 6th April 2010 Anti Social Behaviour Minimums Standards** had been supplied to Members. Noted by Members.
45. **Further correspondence relating to Final Scrutiny Report responses from ECC to Governments White Paper** had been supplied to Members. Noted by members
46. **ECC letter dated 23rd March 2010: The Essex School organisation Plan 2009-2014: had been supplied to Members.** Noted by members.
47. **Village Plan:** Clerk advised that no one has come forward yet. Noted by members.
48. **Standing Orders/Financial Regulations/Risk Assessment:** Professor Barclay has reviewed the Risk assessment and is recommending a change re the village hall and asbestos situation, as follows:
Land in the vicinity of the Village Hall – note the possible existence of white asbestos in this land – this is well documented in the Parish Council's file entitled "ASBESTOS in land in front of Village Hall". In the long term, the area around the village hall should be closely monitored to ensure that there is no change, i.e. that there is no white asbestos apparent on the surface. HSE advice is that contractors should assure the Parish Council in writing by way of a method statement of the appropriate control measures they will take.
Members all agreed to this change. Clerk to amend accordingly **ACTION: CLERK**

Regarding the financial regulations Professor Barclay did not recommend any changes are required at this time. Date of review to be recorded. **ACTION: CLERK**

Regarding the standing orders Professor Barclay did not recommend any changes, but as Clerk has now received the new Standing Order Guide from the EALC, and passed this book (Part 1) to Professor Barclay plus forwarded by e-mail part 2 which is a model for standing orders, to review again in conjunction with the new guide. **ACTION: PROF BARCLAY**
49. **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.)

Members were advised that Pre School have indicated that they would like to host a camp out in the playing field again in July; Clerk has advised them that full details of their request will be included on the May agenda as the request came too late to be included on this agenda.
50. **Vacancy for a Councillor (Closed session - Members of the Public left prior to this item being discussed)**

It was unanimously agreed that Mrs Sue Garnham should be co-opted to the Parish Council

DATES OF FUTURE MEETINGS

Scheduled or provisionally scheduled for 2010: Tuesday 11th May (this will be the AGM and an ordinary meeting), Wednesdays 2nd June, 7th July, 1st September, 6th October, 3rd November and 1st December

APM is scheduled to take place on Wednesday 5th May 2010.

Chairman.....

Date.....