

# COLD NORTON PARISH COUNCIL

## MINUTES OF THE MONTHLY MEETING OF THE PARISH COUNCIL HELD ON WEDNESDAY 7<sup>TH</sup> SEPTEMBER 2011 IN THE NORTON ROOM OF THE VILLAGE HALL

### THOSE PRESENT:

#### Councillors:

Mr. J. Archer  
Prof. L. Barclay (Vice Chairman)  
Mrs. S. Garnham

**In attendance:** Mrs. M. Dyer (Parish Clerk)  
Plus 15 Members of the Public

- 205. APOLOGIES FOR ABSENCE:** apologies were received and accepted from Parish Councillors Mr P. Wakeling and Mr C. Litscher and District Councillor Ms S. White.

As Mr Wakeling was absent Vice Chairman Professor Barclay chaired the meeting.

- 206. 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 were 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.

Mrs Garnham declared an interest in the agenda item relating to allotments as Mrs Garnham is an allotment holder. Professor Barclay declared an interest in agenda item relating to planning decisions made by Maldon District Council, but it was noted that this agenda item is for information only and does not require discussion or a decision.

- 207. MINUTES OF THE ORDINARY MEETING of the Parish Council** held on Wednesday 6<sup>th</sup> July 2011 were approved as correct and signed accordingly. Minutes for the Extraordinary Meeting held on 26<sup>th</sup> July 2011 were not available.

### FINANCE

#### Approval of Payments

- 208.** Maldon District Council to Grass Cutting (June 2011) Invoice No.COL58667039 dated 29.07.11 £122.32 (£101.93 net). Cheque No.1008
- 209.** Maldon District Council to Grass Cutting (July 2011) Invoice No.COL58767120 dated 18.08.11 £260.02 (£216.68 net). Cheque No.1008
- 210.** E-on Energy Street lighting for June 2011 Invoice No. HB71D9849 dated 03.07.11 £45.97 (£43.78 net) taken by direct debit on 13.07.11
- 211.** E-on Energy Street lighting for July 2011 Invoice No. HBA2C3B7E dated 03.08.11 £45.97 (£43.78 net) taken by direct debit on 13.08.11
- 212.** BT for Village Hall Pay Phone Invoice No.QO4410 dated 11.08.11 £41.20 (£34.33 net) Cheque No.1009
- 213.** Charles Litscher to purchase of 4 x sleepers, ballast and cement inc delivery reference Cowpiece Invoice dated 20.04.11 (received 20.07.11) £100.00. Cheque No.1010.
- 214.** Cold Norton VHMC to hire of The Norton Room for 9.5 hours reference PC Meetings March to June 2011 and a P3 meeting, plus hire of main hall for APM in May 2011 and July 2011 PC meeting 9.5 hours @ £5 plus 3 hours @ £5.35 Invoice dated 20.07.11 £63.55. Cheque No.1011
- 215.** Sterling Supergroup Limited reference Village Survey to supply of 500 A4 white envelopes, white paper and photocopies for survey questionnaires (120,000 B/W and 400 colour) Invoice No.25307 dated 26.08.11 £186.17 (£155.14 net). Cheque No.1012.
- 216.** Dengie Hundred Group of Parish Councils to affiliation fee Invoice No.239 dated 22.08.11 £15. Cheque No.1013
- 217.** PWLB to three loans £1,892.58 will be taken by direct debit on 20.09.11.
- 218.** Maria Dyer office expenses £56.79. Cheque No.1014.
- 219.** GB Office Group to 5 packs white paper, 5 black ink cartridges and 2 colour ink cartridges Invoice No.IH441206 dated 05.09.11 £89.08 (£74.24 net). Cheque No. 1015.
- 220.** Edward Dyer re village appraisal to delivery of questionnaires in village and collection of 285 completed questionnaires £200. Cheque No.1016.

**221. Financial Statement**

**Current balances:**

<b>Standard Life 10 Day Notice as at 17<sup>th</sup> Aug 2011</b>	<b>£</b>	<b>552.16</b>
<b>Santander as at 2<sup>nd</sup> August 2011</b>	<b>£</b>	<b><u>37,710.26</u></b>
	<b>£</b>	<b>38,262.42</b>

**PLANNING**

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

**FUL/MAL/11/00630 The Norton, 54 Latchingdon Road, Cold Norton.** Erection of 5 no. two bedroom residential dwellings and single storey extension to existing public house, as well as new access. Week No.30 dated 29<sup>th</sup> July 2011:

Cold Norton Parish Council SUPPORTS the works proposed within the above application, BUT ONLY PROVIDING ALL THE FOLLOWING CONDITIONS are attached to the planning permission:

- That The Norton Public House is able to continue operating as a business whilst building works are in progress i.e. that building works are planned so that the business is not compromised
- That all the proposed works to the public house section of the site are commenced and completed prior to the commencement of the residential dwellings
- That an appropriate legal agreement is in place with The Norton Community Public House Committee to ensure that the long term future of the public house is assured. The Council would wish to see that a long term lease, with an option to purchase, is offered to the Committee
- That appropriate landscaping is agreed
- That the boundary distance indicated within the planning application is correct in relation to the neighbouring property
- That works commence within one year of planning application approval

The Parish Council feels very strongly that permission should not be granted for this planning application if any of the above conditions are omitted from the approval.

**FUL/MAL/11/00609 PP-01509517Great Canney Studios, Hackmans Lane, Purleigh.**

Refurbishment with alterations of use to B1 office from workshop studios. Week No.30 dated 29<sup>th</sup> July 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 reason for this recommendation is that the previous application on this site in November 2010 is preferable because of the modification to the structure.

**FUL/MAL/11/00675 PP-1572146 Bay Lodge, 1 Newport Avenue, Cold Norton.** Proposed manege. Week No.31 dated 5<sup>th</sup> August 2011:

Cold Norton Parish Council has NO OBJECTIONS to the works proposed within the above application.

**ESS/33/11/MAL Car Breakers Yard, Russell Road, North Fambridge.** Retrospective application for erection of 2.4 m high fencing and stationing of office building and amenity block. This application is a resubmission of application reference ESS/30/10/MAL. Received 15<sup>th</sup> August 2011. (Additional information reference application considered in July 2011):

Cold Norton Parish Council has reviewed the application taking into account the additional information, but still wishes to submit this view: the site is remote to the development section of Cold Norton, but as it is so close to the settlement of North Fambridge, Cold Norton Parish Council supports the view of North Fambridge Parish Council.

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

**WTPO/MAL/11/00435 Cold Norton**

**Proposal Summary 1:** TPO 15/96, T15 - Oak (T1 on plan) - Crown reduce 20%, crown lift to 5 metres.

27 St Stephens Road Cold Norton Essex CM3 6JE  
(UPRN - 100090555816)

Mr Gary Maynard **REFUSED** and

**Proposal Summary 2:** TPO 15/96, T15 - Oak (T1 on plan) – Reduce size of the crown by the removal of no more than 1.5m linear length from any one limb, cutting to suitable pruning points and leaving a balanced crown, clear of overhead power lines. Crown lift to 5 metres.

Mr Gary Maynard **APPROVED**

**WTPO/MAL/11/00437 Cold Norton**

TPO 15/96 T16, T17 Ash trees (T1, T2 on plan) - Crown lift to 4 metres, crown reduction by 20% and remove deadwood and dangerous loaded limbs.

29 St Stephens Road Cold Norton Essex CM3 6JE  
(UPRN - 100090555819)

Mr Richard Stinson **APPROVED**

**WTPO/MAL/11/00439 Cold Norton**

**Proposal Summary 1:** TPO 15/96 T20 Oak (T1 on plan) - Fell and replace with more suitable species.

Wyvern House 29A St Stephens Road Cold Norton Essex  
(UPRN - 100090555818)

Mr Alan Shields **REFUSED** and

**Proposal Summary 2:** TPO 15/96 T20 Oak tree – Reduce in height by the removal of up to 2m linear growth cutting to appropriate pruning points, and any dead/diseased limbs from the upper crown.

Mr Alan Shields **APPROVED**

**HOUSE/MAL/11/00454 Cold Norton**

Single storey front elevation extension to form veranda and single storey side extension.

40 St Stephens Road Cold Norton Essex CM3 6JE  
(UPRN - 100090555831)

Mr & Mrs R Firmin **APPROVED**

**WTPO/MAL/11/00346 Cold Norton**

TPO 15/96 T50 (T1 on plan) Oak - Remove

Pendragon 12 St Stephens Road Cold Norton Essex  
(UPRN - 100090555800)

Crawford & Company **REFUSED**

**HOUSE/MAL/11/00393 Cold Norton**

Proposed side/front extension

30 Greentrees Avenue Cold Norton Essex CM3 6JA  
(UPRN - 100090554885)

Mr G Romang **APPROVED**

**FUL/MAL/11/00509 Cold Norton**

Change of use to the siting of five caravans for occupation by Gypsy families

Land at Latchingdon Road and Junction Road Cold Norton Essex  
(UPRN - 010013997807)

Mr M Loveridge **REFUSED**

**NMA/MAL/11/00599 Cold Norton**

Application for non-material amendment following grant of planning permission for demolition of existing industrial units and erection of ten 3, 4 and 5 bedroom dwellings and associated parking (OUT/MAL/09/00512) - Amend garage positions for plots 5, 6 and 7

Bardwells Yard Latchingdon Road Cold Norton Essex  
(UPRN - 100091650665)

Mr S Wheelhouse **APPROVED**

**HOUSE/MAL/11/00542 Cold Norton**  
Double garage and open car port and stores  
Two Square St Stephens Road Cold Norton Essex  
(UPRN - 100091257125)  
Mr Paul Coombes **REFUSED**

**HOUSE/MAL/11/00513 Cold Norton**  
Two storey side and rear extension. Single storey side extension and conversion of garage.  
2 Green Trees Avenue Cold Norton Essex CM3 6JA  
(UPRN - 100090554855)  
Mr Z Achha **REFUSED**

224. **Chelmsford Borough Council:** Adoption of the North Chelmsford Area Action Plan letter received 29<sup>th</sup> July 2011. It was agreed that Councillors would review individually.
225. **MDC:** Government publication of the Draft National Planning Policy Consultation e-mail dated 3<sup>rd</sup> August 2011. Noted by Members. Date for close of consultation to be ascertained.
226. **Chelmsford Borough Council:** Site Allocations letter dated 10<sup>th</sup> August 2011 plus CD supplied. Noted by Members.

#### **HIGHWAYS AND ROAD SAFETY**

227. **Highways Schedule:** outstanding items being chased. Noted by Members.
228. **Maldon District Group 4 Highways Panel:** Members were advised that Cllr Michael Edwards from Heybridge PC is now the representative for this group (which also includes Heybridge, Langford and Ulting, Mundon, Purleigh and Woodham Mortimer with Hazeleigh). Noted by Members.

#### **VILLAGE HALL**

229. **Report from Parish Council Representatives:** Members were advised that only 4 Members of the VHMC were present at the July meeting; next meeting is scheduled for Monday 12<sup>th</sup> September 2011. Members were advised that the following events have been organised: Halloween Party, Christmas Bazaar and a talk by Professor Barclay
230. **Village Hall Project:** Members were advised that Mr Wakeling had submitted the final report to The Big Lottery at the beginning of August 2011 and had been supplied with a copy of the response received from The Big Lottery. Noted by Members.
231. **VANDALISM/POLICE MATTERS:** Members had been supplied with a calendar of NAP meetings for the remainder of 2011. No Councillors were available to attend the September meeting. Councillors requested that the Clerk ensure that the date of the November NAP meeting which will be in Cold Norton Village Hall is publicised in The Beacon. **ACTION: THE CLERK**
232. **DISTRICT COUNCILLOR'S REPORT:** District Councillor John Archer reported that a working party has been set up to discuss Traveller Sites; District Cllr Archer has met the new Police Commander and advised that the 'Blue Print' comes out in March 2012 which will deliver plans to cover the loss of 400 Policemen; a new Inspector will be appointed for Maldon. The District Councillor then advised Members that work has started on the budget, trying to find a solution to the shortfall MDC has.

#### **OPEN SPACES**

233. **Cowpiece Nature Reserve:** Members were advised that Mr Litscher has completed work at this site and that an inspection was undertaken with Clerk. Sign for entrance re water to be sourced that will be in keeping with the style of the site's name plate. **ACTION: CLERK**  
Mrs Garnham advised that there were dumped car parts at the entrance to Cowpiece. Clerk to advise **ACTION: CLERK**  
MDC

- 234. Playing Field:** Members were advised that regarding the Timberline equipment an installation date of 13<sup>th</sup> September 2011 had been advised for the decking style panel to replace the damaged green baize /wood panel. Mrs Garnham reported that the steps to the mound slide needed attention - Clerk was authorised to get this work carried out. **ACTION: CLERK**  
Members were advised that a resident had verbally requested that the trees from the playing field which overhang her garden be trimmed back. Clerk was requested to inspect and obtain a quote if appropriate. **ACTION: CLERK**
- 235. Village Caretaker work** – Members were advised that a report was not available at this time as the caretaker was unavailable for work due to ill health. Noted by Members.
- 236. Allotments:** Mrs Garnham had declared an interest in this agenda item, but no decisions were required as Clerk had advised that this is work in progress (re agreement, invoice for water usage etc.
- 237. The Beacon:** Mrs Garnham reminded members that as part of the Queens Jubilee celebrations it was hoped that the Cold Norton Beacon would be lit as one of 2012 Beacons being lit around the Country. However, the Landowner on whose land the Beacon is sited has advised that there will be a crop in the field at that time. Members then discussed the possible resiting of the Beacon and requested the Clerk investigate the logistics of moving the beacon and approaching the Parochial Church Council about moving the beacon into the rear of Church grounds.

**ACTION: CLERK**

#### **PUBLIC RIGHTS OF WAY**

- 238. Footpaths Map:** Clerk presented copy of the revised map with the Heritage Walks added and advised next steps re copy and photographs. Noted by Members.
- 239. P3 Activity:** Members had been supplied with a copy e-mail from the P3 Officer requesting details of any work already carried out and details of any jobs planned requiring large work parties. As P3 rep for Cold Norton Roger Hawes will advise accordingly – Clerk will request copy. Noted by Members **ACTION: CLERK**

#### **TRAINING/CONFERENCES/MEETINGS.**

- 240. NHS Primary Care Trusts AGM:** Wednesday 21<sup>st</sup> September 2011 4.30pm to 6pm at Chelmsford Football Club. No one available to attend.
- 241. Dengie Hundred Group of Parish Councils:** Wednesday 21<sup>st</sup> September 2011 7.30pm. No one available to attend.
- 242. EALC Afternoon Conference and EALC AGM Tuesday 27<sup>th</sup> September 2011.** Conference at 1.30pm and AGM at 6.45pm. No one available to attend.
- 243. RCCE Community Led Planning Tuesday 11th October 2011 7pm to 9.30pm:** None of the Councillors present are available to attend. Clerk to check with Mr Wakeling and Mr Litscher. **ACTION: CLERK**

#### **CORRESPONDENCE**

- 244. Essex Fire Authority e-mail dated 6<sup>th</sup> July 2011:** Members had been sent an e-mail link to the Annual Report. Noted by Members
- 245. One Place on Wheels letter dated 11<sup>th</sup> July 2011:** Copy supplied to Members advising new contact details and services now available. Noted by members.

- 246. Southminster Parish Council Halloween Event:** Members had been supplied with details of this free event for children and teenagers in the Dengie; at the meeting the Members considered the request for a donation and agreed that as figures for the past years had not shown evidence that Cold Norton children/teenagers attend these events, a donation towards costs from Parish funds was not appropriate, but that posters may be displayed on the notice boards.  
**ACTION: CLERK**
- 247. ECC Recycling e-mail dated 13<sup>th</sup> July 2011:** Members had been supplied with details of the proposed changes to the County Council's Recycling Centres for Household Waste. Noted by Members
- 248. Royal Horticultural Society letter dated 5<sup>th</sup> August 2011 regarding 'In Bloom':** Members agreed that this scheme was not appropriate for Cold Norton.
- 249. LCLC Bradwell letter dated 8<sup>th</sup> August 2011:** Members had been supplied with Minutes from 8<sup>th</sup> June 2011 meeting, plus Nuclear Decommissioning Authority July 2011 Update. Noted by Members.
- 250. ECC Winter Service e-mail dated 25<sup>th</sup> August 2011 Winter Salt Bag Scheme:** Members agreed that the Clerk should investigate to see if this scheme is workable in the village. It was noted that a response to ECC is required by 14<sup>th</sup> October 2011.  
**ACTION: CLERK**
- 251. Relatives & Residents Association:** Members had been supplied with details of this Association. Members agreed that a presentation to the Council was not required, but that the posters supplied may be put up on the notice boards.  
**ACTION: CLERK**
- 252. Results of Essex Village of the Year & Best Kept Village Competition:** Members had been supplied with a copy of the results. Noted by Members
- 253. EALC:** Members had been supplied with copies of the EALC responses to consultations on the Future of Local Public Audit & Traveller Sites. Noted by Members.
- 254. NALC:** Members had been supplied with copies of the NALC's Chief Executives Report No.6 21<sup>st</sup> June 2011, plus Open Public Services White Paper CE01-11 13<sup>th</sup> July 2011 and 'Localism – Progress So Far' Paper P20-11 14<sup>th</sup> July 2011. Noted by Members.
- 255. Letter from Resident re St. Stephens Road and sight line:** Members requested Clerk pass this to Highways for their opinion/action.  
**ACTION: CLERK**
- 256. DENGIE LOCAL TRANSPORT:** Members had been supplied with notes from 7<sup>th</sup> July 2011 meeting plus details of Demand Responsive Transport and advised that the next meeting is on Tuesday 6<sup>th</sup> September 2011. No one available to attend, but Professor Barclay will try to attend the next one if available.
- 257. BROADBAND:** Members were advised that the PC had received an invitation to have a presentation re Broadband and Members had been supplied with copy e-mail dated 8<sup>th</sup> July 2011 re developing high speed broadband. Members requested that this item/invitation be deferred to the November meeting.  
**ACTION: CLERK**
- 258. QUEENS JUBILEE 2012:** brief update given to Members.
- 259. MATTERS TO REPORT** (Members were reminded that no decisions may lawfully be made under this agenda item - however matters may be discussed which involve exchanges of information only.)  
Clerk advised the situation to date regarding the village survey. Members were advised that there is a problem with the kerbstone at the alleyway from the bridge.  
**ACTION: CLERK**

#### **DATES OF FUTURE MEETINGS**

Scheduled or provisionally scheduled for 2011: Wednesdays 5<sup>th</sup> October, 2<sup>nd</sup> November and 7<sup>th</sup> December.

**260. 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.

- 261. VACANCIES ON PARISH COUNCIL:** two vacancies, three applications received for consideration. Members had been supplied with copies of these applications, but as there were only three Councillors present at this meeting it was agreed that this item be deferred to next meeting - candidates advised accordingly.

Chairman.....

Date.....