

# COLD NORTON PARISH COUNCIL

## MINUTES OF THE MONTHLY MEETING OF THE PARISH COUNCIL HELD ON WEDNESDAY 1<sup>ST</sup> DECEMBER 2010 IN THE NORTON ROOM OF THE VILLAGE HALL

### THOSE PRESENT:

#### Councillors:

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

**In attendance:** Mrs. M. Dyer (Parish Clerk)  
Plus 2 Members of the Public

326. **DECLARATIONS OF INTEREST:** There were no declarations of interest.
327. **APOLOGIES FOR ABSENCE:** were received and accepted from Mrs S. Garnham, Mr. C. Litscher and District Councillor J. Sears.
328. **MINUTES OF THE ORDINARY MEETING of the Parish Council** held on Tuesday 2<sup>nd</sup> November 2010 were approved as correct and signed accordingly.

### FINANCE

#### Approval of Payments

329. Dave Bull general village caretaker work for October and to 22<sup>nd</sup> November 2010 Invoice No.98 dated 22.11.10 £188.50 (26 hours) Cheque No.931.
330. BT village hall pay phone Invoice No. QO41QF dated 11.11.10 £40.25 (£34.24 net) Cheque No.932.
331. British Legion Poppy Wreath Invoice dated 23.10.10 cost of the wreath and delivery is £20 plus donation of £10 – total £30 Cheque No.933.
332. Society of Local Council Clerks Membership renewal 2011 £106 Cheque No.934.
333. E-on Energy Street lighting for October 2010 Invoice No. HAO88E7C6 dated 03.11.10 £38.54 (£36.70 net) taken by direct debit on 13.11.10 Members were advised that from 1<sup>st</sup> November 2010 EDF Energy Networks business is changing its name to UK Power Networks.
334. Maria Dyer office expenses £44.64 Cheque No.935
335. MAIA Services to updating web pages Invoice No.301110 dated 30.11.10 £58.75 (£50 net) Cheque No. 936.
336. Cold Norton Village Hall Management Committee to hire of The Norton Room for PC meetings September to December 2010 inclusive 8 hours @ £5 per hour £40 plus £5 contribution towards Christmas Fayre £45 Cheque No.937.
337. HM Customs & Excise Tax/Ni to 5<sup>th</sup> January 2011 £82.78 Cheque No.938.

#### 338. Financial Statement

##### Current balances:

Standard Life 10 Day Notice as at 17 <sup>th</sup> Nov 2010	£	547.46
Santander as at 2 <sup>nd</sup> November 2010	£	<u>32,054.93</u>
	£	32,602.39

339. **MDC Budgetary Situation and Spending Priorities Meeting 15<sup>th</sup> November 2010 Chaired by Fiona Marshall Chief Executive MDC:** Members had been supplied with a report from this meeting prepared by the Clerk. Noted by Members

340. **Parish Precept 2011/2012:** Members had been advised that MDC had notified a tax base figure for 2011/12 of 479.50 and that MDC will set the tax base on 16<sup>th</sup> December 2010 (if there are any variations the PC will be advised). MDC have requested return of the precept form by Friday 14<sup>th</sup> January 2011. Members had been supplied with budget breakdown to December 2010, estimated expenditure to 31<sup>st</sup> March 2011 and estimated expenditure for the year 2011/12. Members discussed these figures. Clerk to review categories as requested for Members to consider at the January meeting when the precept figure will be set. **ACTION: CLERK**
341. **Disclosure of Public Spending:** Members had been supplied with copy letter dated 19<sup>th</sup> November 2010 from ECC regarding new guidelines. Noted by Members.

#### PLANNING

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

**LDP/MAL/10/00614 Cold Norton**

Claim for a Lawful Development Certificate for proposed solar panels to be located on the flat roof at the rear of the property  
10 Howe Green Road Cold Norton Essex CM3 6QA  
(UPRN - 100090555049)  
Mr Slade **REFUSED**

**WTPO/MAL/10/00813 Cold Norton**

T1 - Oak- TPO 4/89 Reshape and remove dead wood and damaged branch. Crown lift to 3.35 metres thin outer crown by 15% maximum.  
19 Station Crescent Cold Norton Essex CM3 6HY  
(UPRN - 100090555856)  
Mrs Cornell **APPROVED**

**WTPO/MAL/10/00823 Cold Norton**

TPO 15/96 - T1 (T5 on order) - Oak tree, remove back to branch collar, lowest branch over carriage way, remove epicormic growth from ground level up to height of 4.5 metres and reduce height spread of tree by up to 2.5m from shoot tip.  
9A St Stephens Road Cold Norton Essex CM3 6JE  
(UPRN - 100090555796)  
Essex County Council **APPROVED**

#### FOR INFORMATION

**NMA/MAL/10/00927 Cold Norton**

Application for non-material amendment following grant of planning permission for erection of conservatory to rear elevation and family room to side elevation (HOUSE/MAL/10/00458) - provide Velux roof light to left elevation of family room and provide french casement doors in place of approved family room front elevation window.  
9 Henney Close Cold Norton Chelmsford Essex  
(UPRN - 100090554915)  
Mr & Mrs Christopher Scott **APPROVED**

**HOUSE/MAL/10/00824 Cold Norton**

Dormers to rear roof and loft conversion  
10 Latchingdon Road Cold Norton Essex CM3 6JG  
(UPRN - 100090555215)  
Mr Simon Greig **APPROVED**

**FUL/MAL/10/00769 Cold Norton**

Construction of two dormers to front and one dormer to rear of house roof. Remove garage roof and erect replacement garage roof with side dormer. Construction of a rear ground floor extension.  
17 St Stephens Road Cold Norton Essex CM3 6JE  
(UPRN - 100090555806)  
Ms Emma Radley **REFUSED**

343. **Bardwells Yard Appeal:** Reference Minute No.306 Copy of Appeal Decision had been supplied to all Members. Noted.

- 344. Planning Applications:** Members were advised that no applications for consideration at the December meeting had been received. Noted.
- 345. Affordable Housing:** Members had been supplied with copy letter dated 8<sup>th</sup> November 2010 received from RCCE asking the PC to reconsider its decision to wait until the Local Development Framework is completed in Maldon before proceeding further with investigating affordable housing in Cold Norton and to consider a further meeting with the RCCE also attended by the Head of Planning Services from MDC. The Councillors discussed this and requested that the Clerk advise the RCCE that it is proposing to conduct a village survey in Spring 2011 and then produce a village plan based on the results of the survey – the PC will then be in a better position to consider affordable housing in line with other related issues from the survey. **ACTION: CLERK**

## HIGHWAYS AND ROAD SAFETY

### 346. Highways Schedule

Re the flooding along footpath behind Latchingdon Road: Members were reminded that this section of FP28 is now the responsibility of ECC, who have now advised that it is proposing to lay a pipe under the footpath near De Laches; Highways had discussed matter with the landowner of the area behind the two properties – discussions came to an amicable resolution and all parties agreed that the relief drain was vital.

Speeding cars from bridge towards Palepit Roundabout – Clerk confirmed that Highways had been informed of the preferred day and location re speed survey.

Flooding near bridge: Clerk confirmed that Highways had been chased again this week for an update.

Directional sign on Latchingdon Road to indicate Village Hall location: Members advised that this will be included on highways list for consideration by Highways Panel and that Clerk had advised Highways re post already in situ and requested cost of just sign also asked if PC would be allowed to purchase and erect own sign to this post – awaiting response.

Speed/Traffic survey undertaken along Stow Road during week ending 22nd October 2010; Members were advised that Clerk is still awaiting confirmation from Highways/Police re figures supplied to Clerk and details of next step.

School hedges have been trimmed back.

Road Safety Week: Members had been supplied with a copy of press release advising that the children at Cold Norton Primary School were involved in speed surveys. Noted by Members.

Members requested that Clerk report to Highways that the sign indicating the school at corner of Latchingdon Road and St. Stephens Road required attention and that the street name sign 'Stow Road' had still not been replaced opposite Hackmans Lane. **ACTION: CLERK**

## VILLAGE HALL

- 347. Report from Parish Council Representatives:** last meeting held on Tuesday 9<sup>th</sup> November 2010. Next meeting is scheduled for Wednesday 5<sup>th</sup> January 2011 7.30 Pm Members were advised that at the November meeting the VHMC discussed minor repairs, future fund raising events including a Train Event in 2011. Professor Barclay advised he will attend the January meeting. Noted by Members.

- 348. Village Hall Project:** Mr Wakeling updated Members on situation regarding contract with Contractor/retention money/asbestos removal certificates and advised that a draft report had been prepared for the Big Lottery and had been circulated to VHMC Members to advise comments by 10<sup>th</sup> December 2010. Members were advised that the VHMC had received a larger than usual bill for electricity consumed during the renovation works – it was agreed that the electricity during the construction period is part of the VH project costs. Clerk to liaise with VHMC Treasurer for appropriate paperwork to be supplied to CNPC to reimburse VHMC for construction period only. **ACTION: CLERK**

Clerk advised that the matter of locating the whereabouts of Cyril May via an alternative search organisation had been investigated. Clerk to supply to Mr Wakeling who will then discuss with Mrs Garnham in respect of the extensive research Mrs Garnham has already carried out. **ACTION: CLERK**

349. **VANDALISM/POLICE MATTERS:** no report received from Police/nothing discussed.
350. **DISTRICT COUNCILLOR'S REPORT:** District Councillor J. Archer advised that the budget remains a main issue for the District Council, but advised that no redundancies had so far been made. Reference was made by one Councillor to the 'rumour' that car park fees may be introduced in Maldon car parks on Sundays, but was advised that no decisions have been made.

## OPEN SPACES

### 351. **Playing Field**

Members were advised that with regards to, fencing, tiling around swings, renewal of bark around junior multi-play system, resurfacing for hard standing quotes and grant ongoing; Clerk has also spoken to Chief Ranger at MDC who has offered to come along and advise and that one equipment company has advised that they now have dedicated personnel to assist with sourcing grants for play equipment.

**ACTION: CLERK**

Members were advised that Pre School are actively trying to get funds together to install an enclosed area outside the hall and had been supplied with a press clipping relating to this and that Clerk is liaising with the Pre School Chairman and VH Project architect to supply Pre School with details of what the PC agreed prior to the monies available having to be used elsewhere. Members were advised that as a result of the article in the paper Pre School had received offers of help and have asked the Parish Council to consider that if this goes ahead with support from a variety of companies etc would they be allowed to have a plaque on the wall by the enclosed play area acknowledging these companies' contribution. The Councillors considered this and agreed, but would need to approve the plaque, size, wording, and location etc prior to installation. **ACTION: CLERK**

With reference to removing the fencing that remains around the under 7s wooden play area, Members were advised that the Clerk has spoken to the Pre School Chairman about this, but a formal letter is still to be sent. Clerk had also spoken to the MDC Chief Ranger, who has offered to inspect and advise the PC as he was involved when the original metal play equipment was installed. Members were also advised that Pre School had also received offers of help to repair the play equipment, but Clerk reminded that the PC must be mindful of not using 'lay' personnel without insurance etc. Noted by Members. **ACTION: CLERK**

### 352. **Village Caretaker work** – report for work to 23<sup>rd</sup> November 2010:

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. No new faults were observed up to last week but I understand there is a swing nut that needs attention: I will look at it this week. I will continue to sweep up twigs etc. from the car park.

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.

I continue to inspect the triangle area and to remove litter. My general inspection of the verges around the village has indicated recent fly-tipping in The Street in the lay-by in the vicinity of the old railway bridge. This appears to be builder's rubbish including concrete rubble.

In the Cow Piece Nature Reserve I am currently only carrying out inspections at the entrance, as I note that the nature reserve is cordoned off with a safety barrier. I continue to presume that no-one is entering at present, and I await the completion of the ongoing access improvements, and/or your further instructions, before I enter.

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

Noted that the Caretaker had a two week break late October due to illness

353. **Beacon near Church:** Members were advised that this had been inspected by MDC and required no work. Noted by members.

## **PUBLIC RIGHTS OF WAY**

354. **Footpath 14:** Installation of step risers/planings/gravel alongside handrail – was scheduled to be completed before November 2010. Members were advised that all works had been delayed by the late finish on this year's footpath cutting in the Maldon district and also due to an Agricultural Land Tribunal relating to land in this area. (Members were advised that Agricultural Land Tribunals (ALTs) play an important role in settling disputes and other issues between agricultural tenants and landlords arising from tenancy agreements held under the Agricultural Holdings Act 1986. Also under this legislation general disputes are resolved by recourse to arbitration.) Members were advised that this case of ALT related to flooding issues in the area (see minute No.346) and that the PRoW Officer has advised that it came to an amicable resolution and all parties agreed that the relief drain was vital.
355. **Bridleway along old railway line:** Gravel to be replaced on entrance section and appropriate material further into the bridleway to counteract the very 'boggy' section. Scheduled to be carried out before November 2010 – delayed will be looked at in the next month.
356. **COLD NORTON'S WEBSITE:** Members were advised that the minutes and report pages are now up to date and that as time permits other pages will be updated, as applicable, retaining the current format, as requested.

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

357. **Passenger Transport Reps Meeting 14<sup>th</sup> October 2010:** Members had been supplied with copy minutes. Noted.
358. **Bradwell LCLC Wednesday 8<sup>th</sup> December 2010:** Mr Archer to attend, apologies to be sent for Professor Barclay. **ACTION: MR ARCHER/  
CLERK**
359. **Minerals Development Document 'Drop In' sessions January and February 2011:** details had been supplied to Members. Noted
360. **Essex Association of Local Councils (EALC) calendar of training events for 2011:** Members had been supplied with copy. Noted

## **CORRESPONDENCE**

361. **ECC Salt Bag Pilot Scheme:** Members had been supplied with details of this pilot scheme, which were considered at the meeting, but it was agreed that this scheme was not practical in Cold Norton for several reasons including the availability of a suitable secure covered storage area for a tonne of salt/sand and/or splitting the tonne and storing it at the site of circa four key points where the salt/sand would be needed for ease of spreading, also the availability of suitable, reliable volunteers to carry out the spreading; the Councillors were mindful that Members of the Parish Council may then have to spread the salt/sand if volunteers were not available – not possible due to work commitments.
362. **Census - Sunday 27<sup>th</sup> March 2011:** Noted by Members
363. **The Draft Essex School Organisation Plan 2010 (Consultation closes on 13<sup>th</sup> December 2010):** It was agreed that Mrs Gold would review and respond **ACTION: MRS GOLD**
364. **VILLAGE PLAN:** Members were advised that there have now been two meetings of the working group, the plan is to issue a questionnaire in Spring 2011. Noted.

**365. 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: Wednesday 12<sup>th</sup> January, 2<sup>nd</sup> February, 2<sup>nd</sup> March and 6<sup>th</sup> April.

Chairman..... Date.....