

COLD NORTON PARISH COUNCIL

MINUTES OF THE MONTHLY MEETING OF THE PARISH COUNCIL HELD ON WEDNESDAY 7TH NOVEMBER 2018 AT 7.30PM IN THE LES BARCLAY ROOM AT THE VILLAGE HALL

THOSE PRESENT:

Councillors:

Mr J Archer (part only)
Mrs S Garnham
Mr B Haydon (Vice Chairman)
Mr A Romang
Mr S Stewart
Mr P Wakeling (Chairman)

In attendance: Mrs M. Dyer (Parish Clerk)
Ms Laura Atkinson, RCCE
Ms Sarah Sapsford, RCCE
One Member of the Public

447. APOLOGIES FOR ABSENCE: apologies were received and accepted from Cllr Mrs Jennings, County Cllr Mrs Channer and District Cllr Ms White.

448. DECLARATION OF INTERESTS

Members are 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 a non pecuniary interest in the item relating to Allotments as she is an allotment holder; Mr Romang declared a non pecuniary interest in the item relating to Allotments as she is an allotment holder and also in the item relating to Solar Panels at the village hall as a relative had installed these panels (prior to Mr Romang becoming a Cllr).

449. PUBLIC QUESTION TIME: the Member of Public present did not wish to speak at this point.

450. MINUTES OF THE ORDINARY MEETING of the Parish Council held on Wednesday 3rd October 2018 were approved as correct and signed accordingly.

Mr Wakeling then invited Ms Atkinson and Ms Sapsford to talk to the Council about affordable housing.

451. PRESENTATION/DISCUSSION FROM THE RCCE HOUSING ENABLER: affordable housing for local people/community led housing such as Co-Housing, Community Land Trusts or Alms houses.

Ms Atkinson and Ms Sapsford talked about the above and answered Members questions advising that if there is a housing need there are grants from the Government for community housing, They were advised that CNPC doesn't have any cash or own any land for housing and that in terms of smaller/more affordable properties in the villager there are 8 flats and one cottage on one site, 4 cottages near The Norton Community Pub, plus there is an application pending for 6 studio flats. Members advised that a housing need had been carried out some time ago (actually in 2009) which had identified a need for 10 homes which they had been advised would have led to a recommendation of a development of 5 homes of mixed size. This was not pursued as the Maldon LDP was about to start and it was decided that CNPC would await the outcome (which in practice ended up taking longer than predicted). Ms Atkinson advised that the recommendation is to have housing surveys done every 5 years. Ms Atkinson is to provide a quote to do a survey again in Cold Norton.

452. DISTRICT COUNCILLOR'S REPORT: District Cllr Archer gave a brief report about the staffing changes at the District Council

453. COUNTY COUNCILLOR REPORT: a report from County Cllr Mrs Channer for October had been supplied to Members. Noted.

Mr Archer left the meeting at this point.

FINANCE

Approval of Payments

- 454.** Mrs Tanya Wiseman to playground inspections and litter picking 4th October to 1st November 2018. Invoice dated 1st November 2018 8.5 hours plus black rubbish bags £72.50 (£71.75 net). Cheque No.022031
- 455.** Maria Dyer office expenses from 28th September to 2nd November 2018 2018 £37.21. Cheque No.022032
- 456.** Maldon District Council to supply and installation of 2 x dog waste bins and supply of 1 x litter bin Invoice No.CO:03778882 dated 15th October 2018 £613.18 (£510.98 net). Cheque No.022033
- 457.** Sue Lees Consultancy to maintenance fee for November 2018 Invoice No.3663 dated 8th October 2018 £30.00. Cheque No.022034
- 458.** Copyright Repro Limited to stationery (100gsm paper for minutes, letters etc., 80gsm paper for copying etc., 3 x black ink and 2 colour ink cartridges). Invoice No.117085 dated 18th October 2018 £150.83; (£125.69 net). Cheque No.22035
- 459.** Essex Arboriculture Limited to tree works (pollarding 2 x Willows, fell and poison 2 x Elms, mixed works to 2 x Oaks and fell to stump 1 x Silver Birch). Invoice No.4831 dated 16th October 2018 £3,216.00 (£2680.00 net). Cheque No.022036
- 460.** E-on to electricity for street lights September 2018 Invoice No.HI651545DA dated 2nd October 2018 £88.22 (£84.02 net) taken by direct debit on 12th October 2018.
- 461.** Maldon District Council to grass cutting. Invoice No.COL58678984 dated 2nd November 2018 £215.29 (£179.41 net).

462. Financial Statement
Current balances:

Barclays 10 Day Notice as at 10th October 2018	£	587.35
Santander as at 2nd October 2018	£	<u>26,750.08</u>
	£	27,337.43

463. Solar Panels at Village Hall: Members had been supplied with a report from Mrs Garnham advising that the inverter is faulty and that this is having, and will continue to have, a negative on the FIT Tariff – it is estimated that approx. £500 FIT will be lost. Whilst the inverter was supplied with a 10 year guarantee the manufacturer has gone out of business and this sort of issue is not covered by the VH Insurance. Mrs Garnham advised that a new inverter would cost in the region of £800 ex VAT. As the inverter is necessary for the claiming of the FIT Tariff the Members were all in agreement that quotes be obtained and that the Clerk may place an order for a new inverter not costing more than £1,000.

ACTION: MRS GARNHAM/CLERK

464. Grants: Members considered two applications and were all in agreement to grant £500 to the Church for works which impact on usage by general Members of the Public using the public right of way through the Churchyard – the Clerk pointed out the current ongoing debate regarding grants to Churches, Members noted, but agreed to proceed with this grant as works were necessary not just for Church Members, Members also agreed to grant £50 to Essex & Herts Air Ambulance.

VILLAGE HALL

465. Report from VHMC: Mrs Garnham advised that the new upholstery classes on Tuesday and Wednesday evenings were proving very popular and regularly was attracting 18 – 20 people each evening. New chairs (with holder) tables had been purchased.

HIGHWAYS AND ROAD SAFETY

466. **White Fingerpost from Corner of Howe Green & Hackman's Lane:** nothing further to report – to be resubmitted to ECC.
467. **Cherry Blossom Lane:** Clerk to ask County Cllr to investigate with ECC re possibility of this road being adopted and quotes supplied to Mrs Garnham for short term works to be discussed as part of the precept considerations at the December and January meetings.
ACTION: CLERK/MRS GARNHAM
468. **Condition of Fambridge Road:** it was noted that various works had been undertaken in October 2018.
469. **Howe Green Road closure:** <https://roadworks.org?tm=106028729> commenced on 24th September 2018 for 75 days while Essex and Suffolk Water undertakes water mains renewal works. It was noted that Howe Green Road is scheduled to re-open on 7th December 2018.
470. **Road Safety/tractor incident/tractor traffic through village:** Members had been supplied with details of this incident and recopied with information re TruCam, plus had been supplied with copies of the letters that Stow Maries Parish Council had written to two local companies re tractor traffic through Stow Maries and Cold Norton. A copy of the Cold Norton Road Safety plan had been forwarded by email to Members for information. Members discussed and requested that Clerk also write to the two local companies re tractor traffic and look into the TruCam option.
ACTION: CLERK

POLICE MATTERS/ANTI-SOCIAL BEHAVIOUR

471. **Dog Byelaw – Playground:** quote approved; sign in hand. Members were advised that all signs were delayed due to discussion re costs of posts for two of the four 'No Authorised Parking' for the car park. At the meeting Members were advised that the local contractor would provide posts. Noted.

OPEN SPACE

472. **Cowpiece Nature Reserve:** works to handrail completed; works to viewing platform still to be completed. Work in progress re quotes for regular maintenance of this site (and vegetation at VH). Noted
473. **Playing Field**
- 473.1. **Independent Playground Inspection 2018:** findings being actioned by local contractor (NB some already completed). New litter bin installed in playground. Removal of the two hexagonal picnic benches – budget still to be discussed with MDC. Noted
- 473.2. **Signage:** agreed signage in hand – see Minute No.471 above.
- 473.3. **Car park Extension/New Play Equipment/Skate Ramp:** Mrs Garnham advised that an application had been submitted for through the Wind Farm Scheme for a £10,000 grant for a 'Trim Trail' (outdoor gym) and that a £30,000 grant had been applied for through the CIF scheme and the result would be known in February 2019. Noted
- 473.4. **Village Caretaker work:** works being split as agreed. Work in progress re quotes being obtained from gardeners & MDC re gardening works at VH and Cowpiece. Noted.
- 473.5. **Allotments: Land adjacent to site:** – legal costs to be discussed again with MOAT Housing
- 473.6. **Three Ashes Corner as a Village Green:** nothing to report
- 473.7. **Seat near allotments/bus stop:** still to be investigated. Clerk to approach County Cllr for help.
- 473.8. **Additional Dog Bins:** now installed at Howe Green Road and Honeypot Lane, but change to location at Howe Green Road being discussed with MDC. Noted.

- 473.9. Trees in Playing Field:** Agreed works now completed. Clerk to still obtain quotes to have CNPC trees surveyed in 2019.

PUBLIC RIGHTS OF WAY

- 474. Footpaths 12/13 bridge brickwork:** ECC Highways Ref.2547383. New PRoW has advised: "*I inspected the footbridge 18.05.18 and have had it closed off until I can get someone to assess the subsidence issue.*" Nothing further to report
- 475. Footpath 23:** reported by a resident to Clerk as being overgrown and unwalkable; ECC Highways Ref. 2547396. New PRoW has advised: "*I inspected this PROW 23.05.2018 having cleared the footbridge which was a little overgrown I found that it is in poor repair and will need replacing. The rest of the route was available and even mowed at the Lower Burnham Road end (all be it around the headland instead of across the field). The resident's gate at the exit onto Lower Burnham Road is looking a bit tired too.*" Update: This footbridge is to be replaced over the coming months. Nothing further to report.
- 476. Footpath 25:** reported by a resident to Clerk as the sign is messing; ECC Highways Ref 2523887. New PRoW has advised: "*I inspected this on 23.05.2018 and have noted the defect and it will be addressed.*" Update: A job has now been raised for this and will be done over the coming months. Nothing further to report.
- 477. Footpath 26:** reported by a resident to Clerk as sign is missing and the footbridge is rotten/collapsed; ECC Highways Ref 2523886. New PRoW has advised: "*This is yet to be inspected but will be addressed along with the other issues in the vicinity.*" Update: A job has now been raised for this and will be done over the coming months. Nothing further to report.
- 478. Purleigh Footpath 44:** reported by a resident to Clerk as being overgrown and unwalkable; ECC Highways Ref 2530968. New PRoW has advised that this is yet to be inspected. Update: Access to field now cleared either end and landowner to clear Crossfield through Lucerne. Nothing further to report.
- 479. Footpath 14/19:** gate post adrift; reported Ref No.2591197 awaiting inspection.
- 480. Footpath 20:** top part of fingerpost is off; reported Ref No.2591196 awaiting inspection.
- 481. EMERGENCY PLANNING/PROCEDURES:** Facilities available at Village Hall/Contact details have recently been updated to Emergency Planning Team at MDC. Noted

TRAINING/CONFERENCES/MEETINGS

- 482. Dengie Hundred Group of Parish Councils Quarterly Meeting:** Clerk is trying to ascertain if the Cyber Security Presentation from the June meeting is available by email. Noted.
ACTION: CLERK
- 483. Transport Meetings October 2018:** Maldon meeting was held on 17th October 2018. No CNPC Cllr had been available to attend. Noted
- 484. Highways Briefing:** Wednesday 7th November 2018 No CNPC Cllr had been available to attend. Noted.
- 485. Essex Police Rural Crime Advise Day:** Wednesday 14th November 2018 10am to 3pm Great Notley. Free event. (NB Posters on village notice boards where space permitted). Noted.
- 486. Local Council Police Conference:** Tuesday 20th November 2018 9.30am to 3.30pm Great Dunmow. Only Mr Haydon to attend. Clerk to book.
ACTION: CLERK
- 487. Dengie Hundred Group of Parish Councils Annual Quiz:** 21st November 2018 7.30pm at Southminster Bowls Club. CNPC unable to submit a team.

CORRESPONDENCE/CONSULTATIONS

- 488. ECC Devolution Pilot Scheme:** Members had been advised that briefing meeting had now been changed to Thursday 15th November 2018 3.30pm to 5.30pm at County Hall, but no one available to attend. Noted.
- 489. MDC Broadband Funding:** Members had been supplied with copies of correspondence regarding MDC proposal to withdraw funding. Noted. Mr Haydon updated Members regarding progress re County Broadband new installation. Noted.
- 490. EALC Strategic Plan:** EALC emails dated 22nd and 26th October 2018 had been forwarded to Members by emails and advised that the close date for consultation questionnaires is Friday 7th December 2018. Workshops being held on Friday 9th November and Tuesday 13th November 2018 – no one available to attend. Noted.
- 491. Maldon District Skills Strategy Consultation:** had been forwarded to Member by email. Consultation closes Thursday 6th December 2018. Noted

PLANNING

- 492. Planning Applications received by the Parish Council:** the following were considered and the responses were:

18/01167/FUL PP-07306265 Norton Hall, St Stephens Road, Cold Norton: Conversion of existing stables currently used as storage to ancillary accommodation. Week No.40 dated 5th October 2018:

The Parish Council raised no objections and had no comments to make.

18/01168/LBC PP-07306265 Norton Hall, St Stephens Road, Cold Norton: Conversion of existing stables currently used as storage to ancillary accommodation. Week No.40 dated 5th October 2018:

The Parish Council raised no objections, but added the following comment: *“We would refer to the Conservation Officer’s expertise regarding the aspects covered under listed buildings regulations”*

18/01208/WTPO PP-07327540 Two Oaks 24 St Stephens Road, Cold Norton: T1 and T2 - Oak – Selectively crown reduce by up to 2 metres to shape and balance. Remove deadwood. Crown lift to approx. 4 metres. Prune to clear BT cable by approximately 1 metre. All cuts to be made to the nearest suitable growth point. To prevent interference between trees and wires and pedestrians. Week No.41 dated 12th October 2018:

The Parish Council raised no objections, but added the following comment: *“The Parish Council raises no objections to these works providing they are in line with the MDC’s Tree Officer’s recommendations.”*

18/01232/COUPA Great Canney Court, Hackmans Lane Cold Norton: Notification for prior approval for a proposed change of use from offices Class B1 to 6No.apartments Class C3. Week No.41 dated 12th October 2018:

The Parish Council raised no objections, but added the following comment: *“The Parish Council raises no objections to this change of use as lower cost properties are needed in the village. Regarding the technical issues raised by the Environmental Officer the Parish Council would rely on the experts at MDC.”*

18/01081/FUL PP-07209829 The Lodge, Pale Pitt Farm, Latchingdon Road Purleigh: Replacement of existing dwelling (The Lodge) Week No.42 dated 19th October 2018:

The Parish Council recommended refusal of this application for the following reasons:

“It is not on the same site of The Lodge and as such represents ‘ribbon development’ It is outside the development boundary and an alien intrusion into the countryside’s open and rural aspect. Both above are contrary to policy S8 of the Maldon District LDP (Settlement Boundaries and the Countryside).”

18/01067/HOUSE PP-07264438 11 Victoria Road, Cold Norton: Two storey side extension, single storey rear, works to convert the garage and extending the lean to roof. Week No.37 dated 14th September 2018. (This application has been amended by the revision of the description of the proposal):

The Parish Council raised no objections and had no comments to make.

FUL/MAL/18/01318 Lords Acre Nursery Lower Burnham Road North Fambridge: Section 73A application for the retention of a double unit caravan to be used as an office, rest area and for security purposes with proposed alterations to its external appearance. Week No.44 dated 2nd November 2018:

The Parish Council had no comment (other than to say that Cold Norton PC would follow the opinion of North Fambridge PC in this instance)

For Information Only: AGR/MAL/18/01196 Lords Acre Nursery Lower Burnham Road, Cold Norton: Prior notification for an agricultural store/garage to house the existing farm machinery. Week No.40 dated 5th October 2018.

- 493. Maldon District Council Decisions:** covering decisions advised from w/e w/e 5th October to w/e 2nd November 2018; a detailed list had been supplied to Members, which is summarised below:

FUL/MAL/18/00962 Cold Norton

Replacement dwelling

New Dwelling at Blue House Farm Hagg Hill Cold Norton Essex

(UPRN - 010014002603)

Mr S Connett c/o DFAL **APPROVED**

AGR/MAL/18/01196 North Fambridge

Prior notification for an agricultural store/garage to house the existing farm machinery

Lords Acre Nursery Lower Burnham Road Cold Norton Essex

(UPRN - 200000909836)

Mr D Burt **REFUSED**

HOUSE/MAL/18/01084 Cold Norton

First floor side extension

14 St Stephens Road Cold Norton Essex CM3 6JE

(UPRN - 100090555802)

Mr Anthony Davis **REFUSED**

- 494. Appeal Decision: HOUSE/MAL/18/00483 (Appeal Ref: APP/X1545/D/18/3206546)**
16 St Stephens Road Cold Norton First floor extension over garage and porch extension, and other alterations. Appeal dismissed.
- 495. Appeal Decision: OUT/MAL/17/01129 (Appeal Ref: APP/X1545/W/18/3198105). Land at Pine Lodge Junction Road Cold Norton.** Erection of two bungalows. Appeal dismissed.
- 496. MDC: Change to Parish Trigger and Withdrawal of Paper Copies of Plans to Parish Councils:** nothing to report.
- 497. WINTER SALT BAG SCHEME 2018/19:** awaiting delivery of salt from ECC
- 498. WEB SITE:** information being added to the site. Clerk still to be trained to manage site.
- 499. REMEMBRANCE DAY:** Sunday 11th November - Members had been advised that wreath would be laid by Philip Wakeling at the service at 10.30am on behalf of village residents. Details of future site for 'Tommy' had been supplied to Members. Thanks were conveyed to Cllrs for siting 'Tommy'. Noted.

500. 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).

There were no matters reported.

501. DATE OF FINAL MEETING in 2018
Wednesday 5th December

There being no further business the meeting was closed at 9.20pm

Chairman.....

Date.....