

COLD NORTON PARISH COUNCIL

MINUTES OF THE MONTHLY MEETING OF THE PARISH COUNCIL HELD ON WEDNESDAY 14TH JANUARY 2009 IN THE COMMITTEE ROOM OF THE VILLAGE HALL

THOSE PRESENT:

Councillors:

Prof. L. Barclay
Mrs. G. Gold (Chairman)
Mr. P. Guppy
Mr. C. Litscher
Mrs. A. McDonald
Mr. P Wakeling

In attendance: Mrs. M. Dyer (Parish Clerk)
Mr. J. Sears (District Councillor)
Plus 4 members of the public

401. **APOLOGIES FOR ABSENCE** had been received from Mr. J. Archer
402. **MINUTES OF THE ORDINARY MEETING of the Parish Council** held on Wednesday 17th December 2008 were approved as correct and signed accordingly.

FINANCE

Approval of Payments

403. Dave Bull general village caretaker work. Invoice No.74 dated 07.01.09 £130.50 Cheque No. 727
404. Cold Norton Parochial Parish Council donation towards work in graveyard as agreed at December 2008 meeting £500 Cheque No.728
405. Cold Norton Parochial Parish Council For use of 'The Beacon' for Parish Council reports from April 08 to March 09 (11 reports) invoice dated 16.09.08 (NB only received 08.01.09) £141.50 Cheque No.729
406. More Than Flowers Invoice dated 22.12.08 Flowers for Mary Stoddart and champagne for Roger Hawes (as thank you for all their work on the Big Lottery Fund and other grant applications) £56.50 Cheque No. 730
407. PH Coote repairs to 5 street lights. Invoice no.15297-25385 dated 09.01.09. Nos 10, 12, and 17) £174.96 (£152.14 net) Cheque No.731.
408. Maria Dyer office expenses £21.17 Cheque No.732
409. E-on Energy Street lighting for December 2008 Invoice No. H752DDA8A dated 03.01.09 £38.54 (£36.70 net) will be taken by direct debit on 13.01.09.

410. Financial Statement

Current balances:

Standard Life Direct Access as at 1 st Jan 2009	£	135.21
Standard Life 10 Day Notice as at 17 th Dec 2008	£	396.01
Abbey as at 2 nd January 2009	£	<u>15,267.90</u>
	£	15,799.12

411. **Annual Return – Year Ended 31st March 2008:** copies of the signed audit certificate and opinion from Audit Commission had been supplied to members – duly noted. Clerk to now carry out the required action at the conclusion of the audit i.e. public notice/display of annual return etc.

ACTION: CLERK

Clerk advised Councillors that The Council must carry out a review of the current risk assessments relating to financial and non financial risks and standing orders – and that In future these must be reviewed annually. It was agreed to do this at the February meeting. Clerk to e-mail all current assessments/orders to all Members.

ACTION: CLERK/ ALL MEMBERS

412. **Precept for 2009/10 agreed at £19,000**

ACTION: CLERK

413. **Public Works Loan Board:** Clerk to ascertain if the two current PWLB loans the PC have may be incorporated into a possible new loan. **ACTION: CLERK**

PLANNING

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

FUL/MAL/08/01152 North Fambridge

Change of use of site to a garden centre for the sale of own plants and other garden and landscaping products including provision of a portacabin for office and sales (including provision for farm sales of turkeys produced on site).

Lords Acre Nursery Lower Burnham Road Cold Norton Essex
(UPRN - 200000909836)

Mr David Richard Burt **REFUSED**

FUL/MAL/08/01153 North Fambridge

Mobile home for staff rest area, lavatory and kitchen in connection with the use of the site as a garden centre

Lords Acre Nursery Lower Burnham Road Cold Norton Essex
(UPRN - 200000909836)

Mr D R Burt **REFUSED**

FUL/MAL/08/01057 Cold Norton

Demolish dwelling house, garage, sheds and all other outbuildings. Erect replacement house and garage and change of use of nursery/garden centre to domestic garden and garden to orchard/paddock.

Two Square St Stephens Road Cold Norton Essex
(UPRN - 100091257125)

Mr Gary Sharp **REFUSED**

LDP/MAL/08/01279 Cold Norton

Application for proposed lawful development - rear conservatory
71 Latchingdon Road Cold Norton Essex CM3 6HT

(UPRN - 100090555279)

Mr Grant Latimer-Smith **APPROVED**

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

FUL/MAL/08/01339 Pantile Hall, Honeypot Lane, Stow Maries. Loft conversion Week No.51 dated 19th December 2008:

Cold Norton Parish Council has NO OBJECTIONS to the proposed development contained within the above application and therefore recommends that Maldon District Council should APPROVE the application.

FUL/MAL/08/01359 White Acres, Crown Road, Cold Norton. One 4 bed bungalow with basement and one 5 bed bungalow with basement. Week No.52/No.1 dated 2nd January 2009:

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

416. **Appeal Decision Ref: APP/X1545/A/08/2083066/NWF Pale Pitt Farm, Latchingdon Road, Cold Norton.** Application FUL/MAL/0800566 dated 9th May 2008 - relocation of an agricultural barn. Members were advised that the appeal was dismissed. Members requested Clerk write to MDC requesting early enforcement. **ACTION: CLERK**

417. **Appeal Decision Ref: APP/x1545/C/08/2076926 Pale Pitt Farm, Latchingdon Road, Cold Norton.** Council ref is ENF/1288/20/08 notice issued on 8th May 2008 – unauthorised change of use of land for the siting of a railway carriage. Members were advised the appeal was dismissed and the enforcement notice was upheld with corrections and variations. Clerk was requested by Members to write to MDC for early enforcement. **ACTION: CLERK**

418. **MDC: Apparent predetermination and planning applications relating to Members who are both District and Town/Parish Councillors** Letter dated 17th December 2008 from Simon Quelch, Monitoring Officer was supplied to all Members. Professor Barclay will contact Mr Quelch to discuss.
ACTION: PROF BARCLAY

HIGHWAYS AND ROAD SAFETY

419. **Highways Schedule**

Pram ramps at bridge: new pipe for newly discovered gully needed, but will necessitate removal of a tree. Tree by the bridge: will be levelled end January/beginning February. EDF will have to turn off power, but residents who will be affected will be advised in advance.

Shared VAS sign – awaiting installation

Overgrowing vegetation from bridge to Junction Road – on Highways schedule for cutting back early in the New Year

Crown Road VAS – was checked and is working correctly; other VAS also checked and is also found to be operating correctly.

Planned Parish Visit – discussed/preferred date Friday 20th February 10am. Meeting will be with representatives from Highways traffic and maintenance teams. Mr Guppy will compile a list of items identified on Parish Inspection walks, which will be supplied to Highways in advance of the visit. Clerk to confirm arrangements.
ACTION: CLERK

VILLAGE HALL

420. **Report from Parish Council Representatives:** a presentation was made to the Village Hall Management Committee re the Village Hall Project re timings and funding. Fund raising ideas were discussed also the problem of recruiting more members onto the VHMC. VHMC Members will produce a leaflet to be distributed to all homes in the village re the extension/fund raising events and opportunities for new groups once the extension work is complete/appeal for new group organisers/additional VHMC members to come forward.
421. **Village Hall Project:** Mr Wakeling reported back on the two presentations he had made, one to the VHMC and the second at a public meeting. At both he outlined timings/funding sources and explained the Parish Council's reasons for proceeding with the extension plans as opposed to the alternative completely new village hall proposal which had been put forward. At the meetings certain design issues were raised - these will be passed to/discussed with the architect. There were no objections to the proposed extension plans. Mr Wakeling then asked the Parish Council for their approval to now proceed to tender, even though some of the funding monies are not in place on the basis that due to the economic climate original estimates will now be reduced by approximately 7%, thereby reducing the overall costs. The Parish Council agreed. Mr. Wakeling also proposed that the Parish Council complete the remaining legal documentation to enable the Lottery Grant to be accepted including placing a charge in favour of the Lottery on the Village Hall. The Parish Council agreed. The Clerk confirmed that solicitors were instructed accordingly.
422. **Proposal re new village hall:** Clerk confirmed that a letter had been sent to the Architect who had submitted this proposal declining, with thanks, his Client's offer.

VANDALISM/POLICE MATTERS

423. **Police report for December:** had been supplied to all members.
424. **PCSO Butler:** Members were advised that the village would be losing PCSO Butler as the community officer as he will be shortly starting full police training.

425. **Neighbourhood Action Panel:** Members had been supplied with the NAP update. Mr Guppy offered to represent PC at next NAP meeting on Monday 19th January 7pm in Purleigh Village Hall.

ACTION: MR GUPPY

426. **DISTRICT COUNCILLOR'S REPORT:** District Councillor Mr Sears updated the Council Members on financial and staffing matters, including the District Council tax, at Maldon District Council and gave an overview of district issues from a District Councillor's viewpoint including the current situation regarding Bradwell and the PCT/new hospital.

OPEN SPACES

427. **Cowpiece Nature Reserve:** Working party arranged for Saturday 17th January to clear brambles and remaining fence panels

428. **Playing Field:** Clerk advised situation regarding loan from MDC of fence panels to protect the Reseeded area in front of the remaining metal goalpost. Mr Guppy to measure and advise number of panels required

ACTION: MR GUPPY

Clerk advised that ROSPA inspections will take place in Essex in May. Costs will be £63 for whole play area including up to 5 items of play equipment, £24 for the 8 extra items, £20 for risk assessment and £66 for Cowpiece inspection – total £ 173 ex VAT, plus an extra £33.50 for a disability assessment (to have the play area assessed for suitability for use by disabled people) bringing the total to £206.50. Members agreed to continue using the same company and authorised the Clerk to book the inspection at the costs outlined.

ACTION: CLERK

429. **Village Caretaker work** – report for December:

I continue to clear round the playground and car park area by the village hall. In the Queen Mother Memorial garden I continue to inspect and tidy the area and tend to the roses, and I will replace from the bark mulch.

I continue to inspect the triangle and pathway by the bridge and remove any litter.

I have removed the soiling from the children's play equipment. The play ground graffiti is an ongoing problem and I will continue removing it as it is reported.

Broken bottles on the playing field and in the fenced play area also seem to be an ongoing problem. Builders rubbish is still appearing in green sacks in the village hall car park.

430. **Trees outside village hall:** Mr Dixon has now trimmed back offending branches on tree overhanging his garden. Decision re rest of tree to be made at Parish inspection on 17th January.

ACTION: MR GUPPY

Re the two trees outside the entrance to the village hall, Mr Dixon, having seen the plans for the hall extension, thinks one of these will be affected and suggested that in order to save it, it should be moved. Decision to be made at Parish inspection on 17th January.

ACTION: MR GUPPY

431. **Parish Inspection:** Next inspection scheduled for Saturday 17th January 2009.

PUBLIC RIGHTS OF WAY

432. Members were advised that from 2nd February 2009 Mr. Brown will no longer be our PRoW – due to a promotion/transfer to the Basildon area. Members requested Clerk write to Mr Brown to thank him for his work in Cold Norton.

ACTION: CLERK

433. **Ferris Avenue Path:** Clerk to distribute the usage forms to Parish Council members prior to submitting an application to ECC.

ACTION: CLERK

434. **Footpath 20:** PRoW visited site on 2nd January 2009 and advised the landowner had done an excellent clearing job, now awaiting delivery of boardwalk which will be installed in this financial year as close to the ditch as possible.

435. **Footpaths 23 and 24:** Way marking and clearing work now rescheduled to be carried out w/c 12th January 2009.

436. **Footpath 28:** Clerk to talk to PRow and P3 re the extension of this footpath.

ACTION: CLERK

437. **COLD NORTON'S WEBSITE**

Clerk advised that this is not up to date at present and advised that a decision needs to be made if a change of format/content is required. Members advised that the site should be brought up to date and in view of the new FOI requirements additional information should be available to view on the website.

ACTION: CLERK

438. **FREEDOM OF INFORMATION**

Members advised approval of the adjustments made to the model publication applicable to Cold Norton which is now displayed on the 'old Post Office' notice board. It was discussed the PC's aim would be to try and make available as much as possible of this information via the web site to cut out the request for paper copies – as discussed see minute No.437.

TRAINING/CONFERENCES/MEETINGS.

439. **MDC Schedule of Meetings 2009/10:** details supplied to all Members – noted.

440. **ECC next Mid Essex Area Forum meeting scheduled for Thursday 5th March 2009 1.30pm in Chelmsford:** Mr Litscher advised he would attend this meeting. Clerk to pass over minutes and notes relating to past meetings.

**ACTION: CLERK/
MR. LITSCHER**

441. **Parish Passenger Transport Representative next meeting scheduled Thursday 23rd April 2009 2pm in Maldon:** no one available to attend.

CORRESPONDENCE

442. **MDC letter dated 11th December 2008 - Review of Polling Districts and Polling Places:** Members agreed that the village hall complied with the points in this letter, but requested that the clerk advised MDC that Cherry Blossom Lane is an unmade road and is subjected to pot holes.

ACTION: CLERK

443. **Chelmsford Borough Council letter dated 11th December 2008: North Chelmsford Area Action Plan – Preferred Options:** Members had been supplied with a copy detailing where the documents may be viewed and that the consultation period closes on 16th February 2009. Clerk handed over the CD supplied to Mrs Gold for review

ACTION: MRS GOLD

444. **Communities and Local Government letter dated 17th December 2008. Communities in control: Real people, real power: Code of recommended practice on local authority publicity – a consultation;** Members were supplied with a copy of the letter, advised that this is the next in a series of consultation documents and that the Clerk has one hard copy of this one and that it can be viewed on the Local Government website; comments are required by 12th March 2009. Noted.

445. **MDC letter dated 22nd December 2008: Dog Fouling – district wide dog control order:** Members were supplied with full details. Members requested Clerk has a permanent notice made of this order for placing by the playing field.

ACTION: CLERK

446. **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 topics raised.

DATES OF FUTURE MEETINGS: Scheduled or provisionally scheduled for 2009: Wednesday 4th February, 4th March, 1st April, 13th May, 3rd June, 1st July, 2nd September, 7th October, 4th November and 2nd December.

Annual Parish Meeting was set for Wednesday 6th May 2009.

Annual General Meeting will be held prior to commencement of ordinary Parish Meeting scheduled for Wednesday 13th May 2009

Chairman

Date.....