

# COLD NORTON PARISH COUNCIL

## MINUTES OF THE MONTHLY MEETING OF THE PARISH COUNCIL HELD ON WEDNESDAY 8<sup>th</sup> MARCH 2006 IN THE COMMITTEE ROOM OF THE VILLAGE HALL

### THOSE PRESENT:

### Councillors:

Mrs. A. Allen  
Mr. J. Archer  
Mrs. S. Garnham (Chairman)  
Mr. C. Litscher

**In attendance:** Mrs. M. Dyer (Parish Clerk)

Mr. Steve Watson, Chief Executive of MDC, attended the meeting as a visitor.

Prior to the meeting Professor Barclay had declared an interest in planning application FUL/MAL/06/00192

486. **APOLOGIES FOR ABSENCE** had been received from Prof. L. Barclay, Mr. P. Wakeling and Mrs. G. Gold.
487. **MINUTES OF THE ORDINARY MEETING of the Parish Council** held on Wednesday 15<sup>th</sup> February 2006 were approved as correct and signed accordingly.

### FINANCE

#### Payments

488. Dave Bull village caretaker work invoice dated 3<sup>rd</sup> March 2006 £184.85 (£179.44 net)  
Cheque No. 370
489. Cold Norton VHMC invoice dated 28<sup>th</sup> February 2006 hire of committee room for meetings November 2005 to February 2006 inc. £34.50 cheque No. 371
490. BT invoice no. QO22K2 dated 14<sup>th</sup> February 2006 £440.68 (£375.79 net) NB includes the cost of a new payphone for village hall which the VHMC will pay for. PC contribution to this bill is £26.43  
Cheque No. 372.
491. Local Council Review Magazine subscription renewal from 1/4/06 for one year £14 cheque No. 373
492. PWLB direct debit 20/3/06 £1283.18
493. e-on electricity Feb 06 inv.no.102207954 £39.10 (£37.24 net) direct debit 21/3/06
494. M. Dyer expenses from 15/2/06 – 7/3/06 plus telephone call charges from 1/6/05 £31.24 (£26.69 net)  
Cheque No. 374.
495. Car allowances for local council clerks as laid down by The National Association of Local Councils and adopted by the Society of Council Clerks recommend for cars above 1200cc 52.7p per mile for casual users. M. Dyer claim is for 42 miles to/from Great Dunmow for training course and 10 miles to/from Maldon re Parish Clerk Forum at MDC offices. Therefore total amount for approval is £27.40  
Cheque No. 376.
496. St. Helena Hospice £25 in lieu of flowers to mark the passing of Sue Moodie of the RCCE who had provided a tremendous amount of help and support to Cold Norton Cheque No. 377.
497. **Financial Statement**

#### Current balances:

Standard Life Direct Access as at 1 <sup>st</sup> March	£	121.30
Standard Life 10 Day Notice as at 17th February	£	12,097.52
Abbey as at 1 <sup>st</sup> March 2006	£	<u>2,409.67</u>
	£	14,628.49

### PLANNING

#### 498. Maldon District Council Decisions

A detailed list had been copied to Members, which is summarised below:

**FUL/MAL/05/01399 Cold Norton**  
Erection of annex to existing dwelling and repositioning of access  
Norton Hall Cottages 51 St Stephens Road Cold Norton Essex  
(UPRN - 100090555833)  
D Bardwell

**REFUSED**

**FUL/MAL/05/01303 Cold Norton**  
Change of use of land to garden. Renovation of farm buildings for domestic use with hard surfaces and fencing  
Little Canneys Stow Road Cold Norton Essex  
(UPRN - 100091446664)  
Mr and Mrs Everett **APPROVED**

**FUL/MAL/05/01347 Cold Norton**  
Change of use of agricultural land to domestic garden.  
Land Rear of 24 to 32b Latchingdon Road Cold Norton Essex  
(UPRN - 010000236757)  
M Payne **REFUSED**

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

**FUL/MAL/05/01376 Little Canneys, Stow Road.** Single storey link & use of existing outbuilding for residential accommodation for special family needs with provision of dormer windows.  
Week No.7 w/e 16<sup>th</sup> February 2006

Cold Norton Parish Council considers that the proposed development in the above application to be harmful and recommends that Maldon District Council should REFUSE CONSENT. Reasons are as follows:

- The Parish Council understands that there is still an enforcement order on the building onto which the proposed link is planned.
- The proposed development is outside the village development envelope.
- There are concerns about the entrance onto Hagg Hill, as it is not clear that the one way system that operates on Hagg Hill would be observed – there have been serious accidents on Hagg Hill in the past.

**TPO/MAL/06/00192 12 St. Stephens Road.** Undertake the following works to willow protected by TPO/15/96: remove broken branch & other dead branches, trim branches to avoid fouling of overhead telephone line & reshape top foliage with a reduction of approx. 20%. Week No.7 w/e 16<sup>th</sup> February 2006.

Cold Norton Parish Council considers that the proposed works contained in the above application would not be harmful and recommends that Maldon District Council should APPROVE the application.

**FUL/MAL/06/00197 Woodcote, Station Road.** Retention of fence/gate 1.8 metres high near roadway  
Week No. 7 w/e 16<sup>th</sup> February 2006

Cold Norton Parish Council considers that the proposed works contained in the above application would not be harmful and recommends that Maldon District Council should APPROVE the application.

**FUL/MAL/06/00239 Beacon Hill House, Latchingdon Road.** Rebuilding of single storey entrance porch due to subsidence damage. Week No.8 w/e 23<sup>rd</sup> February 2006.

Cold Norton Parish Council considers that the proposed development contained in the above application would not be harmful and recommends that Maldon District Council should APPROVE the application.

**FUL/MAL/0600138 29 Hackmans Lane, Purleigh.** Vehicular crossing to park vehicles off road.  
Week No/ 8 w/e 23<sup>rd</sup> February 2006.

Cold Norton Parish Council considers that the proposed development contained in the above application would not be harmful and recommends that Maldon District Council should APPROVE the application.

**500. Three Rivers:** lights in car park. Clerk has spoken to planning. Car park extension approval goes back to 1998 where external lighting generally had to be submitted for approval, but it is unlikely that lights attached to trees had to be approved – this is being checked – awaiting further information.

**ACTION: CLERK**

## HIGHWAYS AND ROAD SAFETY

### 501. Pedestrian Crossing

Highways have been informed re beacons currently 'unhooded'. All work is on hold at moment due to sewage pipe work. Members discussed the traffic light system operating re these sewage pipe works and were of the opinion that three way lights should be in operation for traffic exiting from St. Stephens Road. Clerk to talk to highways.

**ACTION: CLERK**

### 502. Highways Schedule

Siding back to Country Produce – no further information – see minutes 15/2/06

Pram ramps at bridge – no further information – see minutes 15/2/06

Drain outside school – awaiting information – sewer work along Latchingdon Road currently in hand

New Farm bush overhanging footway - awaiting information

Water on Latchingdon Road – response received from Rob Venables

The drainage system for Latchingdon Road is being cleared this week from Howe Green Road to St Stephens Road. There is a manhole surcharging, but seeing as it is occurring in dry weather, it is suggesting a mains leak. Essex and Suffolk claim it isn't, so in the interests of sorting this out, we will clear our system and if the problem persists, we shall contact them again to remedy. We may also camera the system for further supporting information.

## VILLAGE HALL

503. **Report from Parish Council Representatives:** VHMC have received the public entertainment licence

504. **Village Hall Project:** no further information at present.

### 505. VANDALISM/POLICE MATTERS

MDC policy re fly tipping: they will remove the rubbish if it is on public land, but not if it is on private property. They follow up any evidence found at the site (public or private) and will prosecute if there is sufficient evidence (again whether relating to the incidence occurring on public or private land).

Notification not yet received re replacement 'village' policeman. Clerk to contact Mr. Jacobs at Maldon Police Station.

**ACTION: CLERK**

### 506. DISTRICT COUNCILLOR'S REPORT

Promenade Park: work is proceeding very well, plus planting; water park in valley should be ready for summer.

One-stop advisers system at MDC offices will commence on 3<sup>rd</sup> April (ie all customer enquiries will be dealt with by one central service. Also new telephone system being introduced in house at MDC offices. Additionally a 'meet and greet' system will be in place at MDC offices – advisors will be available at 6 desks, plus 3 private offices.

Reduction in the number of planning committees is up for discussion – may be reduced to only one planning committee. There is a lot of pressure coming from central government, but the preference at MDC is that control is maintained at district level

## OPEN SPACES

507. **Cowpiece Nature Reserve** - re car park area as not enough members had been able to view the area in daylight, it was agreed to discuss at next meeting when members will have had a chance to visit the site.

**ACTION: ALL MEMBERS**

508. **Playing Field** – Members to view the site in daylight before a decision re the handrail down side of entry to field can be made. It was agreed that now may not be the time to do this work in view of the planned building alterations.

**ACTION: ALL MEMBERS**

Mrs Allen advised that she had spoken to the school re the rubber flooring as an alternative to the bark chippings: it had been sourced through Direct Services and had cost £7,200 – because of the cost it was decided not to proceed any further, situation with bark will be monitored.

**509. Village Caretaker work - report as follows:**

With regard the bark chippings I have ordered the plain chippings as agreed, and will arrange a delivery date for me to lay the surface as soon as possible, weather permitting, particularly to prevent the young children's play area becoming boggy round the entrance.

I continue to clear round the playground and car park area by the village hall, remove overhanging branches and dead trees from the thicket, and carry out on-going litter and leaf clearance. I will arrange to paint the goal posts if you so require.

With regard to the concrete pathway from the field gate down into the playing field, last month I provided you with an estimate for the cost of the work as follows:

3 metposts with concrete fixings	£18-00
Specialised fixings to secure post-holders to the edge of the pathway –	£8-66
Post and rail fence to run the length of the path –	£45-00
Total for materials –	£71-66

Time would be within my usual working hours.

I await your instruction about commencing this task.

I have commenced refurbishment and rubbing down the paint-work of the play equipment, and will be painting or preserving as necessary, when the weather is suitable. We still unfortunately experience the regular weekend vandalism – it appears there is a group of people purchasing from Country Produce and leaving litter, bottles etc. probably on a Sunday night. I regularly carry out minor repairs on Mondays, of damage caused by vandalism.

In Cowpiece Nature reserve I continue to inspect the site regularly and to clear away any litter or debris. As vegetation continues to die back I continue the clearance of pathways and overhanging vegetation to ensure the area is maintained, and to enhance nature conservation. I have sanded down the picnic table and bench and will treat them with wood preservative to enhance their lifespan and appearance once the weather is suitable.

As per my December report the additional labour at assist with the safe clearance of this area will be engaged when the weather is suitable for the task. I hope this will be during March, to ensure access and platforms are accessible.

In the Queen Mother Memorial garden I continue to inspect and tidy the area and will preserve the bench wood, once the weather is favourable. I am keeping an eye on the growth of the roses and will replace any that fail to thrive.

I continue leaf and litter clearing of the area over the old railway bridge and along the triangle by the bridge.

I will continue with my usual work for the Parish Council. Please let me know if there is any particular aspect of my work that the Parish Council wishes me to attend to.

Clerk advised that whilst walking around with Mr. Bull last month she had shown him the PC lockable notice boards which are in need of new internal back boards and a general tidy up and advised that it is a job Mr. Bull can undertake. Members authorised repair work. **ACTION: CLERK**

Clerk to keep police informed of vandalism in playground. **ACTION: CLERK**

**510. Allotments**

A letter had been received from the PCT advising that Essex & Suffolk Water will provide a 'spur' from the mains water supply to the front of the allotments, but that from the boundary it will be the responsibility of the PCT/Cold Norton. The PCT requested help regarding the standpipe. Mrs Garnham offered to talk to some local craftsmen. **ACTION: MRS GARNHAM**

Regarding the tool shed the Members agreed that one proposed by the PCT may be erected on the site. Clerk to advise PCT accordingly. **ACTION: CLERK**

Clerk confirmed that signed copy of agreement between PCT and Cold Norton PC had been received back from the PCT. Clerk to file **ACTION: CLERK**

Members were advised that potatoes and rhubarb have now been planted and that the school is very heavily involved in the project.

Clerk had advised that regarding an oak tree on 'no man's land' at top of allotments there was concern that this tree was being chopped down as reported to by a resident close by. The enforcement officer visited the site and found that the owner of no.3 Victoria Road had only paid a tree surgeon to trim back the branches overhanging onto his property. The enforcement officer permitted this trimming to proceed. As a result of this incident MDC are now asking if the PC would be interested in 'adopting' this area of land and/or instigating a TPO for this tree. Members requested Clerk investigates further.

**ACTION: CLERK**

## **PUBLIC RIGHTS OF WAY**

Clerk advised that she had walked many of the footpaths with Mr. Chris Brown on 22<sup>nd</sup> February. Mr. Brown has dates of future PC meetings and hopes to be able to attend one in the near future.

### **511. Ferris Avenue Path**

Clerk advised that no more forms had been returned to date, so total remains at 4, but the feature in The Beacon did produce two requests for forms to fill in, plus a letter and very interesting document dated 1899 from Mr. Cornell, which clearly shows a 'route', possibly a road which exits onto Latchingdon Road.

### **512. Footpath 14 (section across road from church)**

Dog waste bin – MDC have advised that a 4" wooden post waist height will be fine to which the bin could be attached. Clerk needs to speak to the landowner re permission before starting any work.

**ACTION: CLERK**

Staggered barrier is going to be made bigger to allow pram/wheelchair access

### **513. Footpath 19**

Chris Brown is talking to landowner about this path being reinstated, apparently all the work with tractors etc is relating to the fact that the landowner is planning to put sheep in this field and will be fencing off around the edges.

### **514. Footpath 20**

Re water logging problem: still need owner details - a drainage system would be very expensive and there is no budget to do this sort of major work. Owner of a property in Cherry Blossom Lane said he did not think it is sewage and also said that the problem arose around the time work was done on the 'new' village hall. Residents at bottom end of Cherry Blossom Lane have built up middle of road to stop water coming into their drive. Mr Archer offered to investigate ownership of the field.

**ACTION: MR. ARCHER**

Another problem was reported during the week, namely the installation of an electric fence further on this footpath – this has been reported to Chris Brown who will be visiting the site ASAP.

### **515. Purleigh footpath 13**

Report from Chris Brown: I have spoken with the landowner who will be taking out the relevant section of the fencing so that there will be a gap there. As one then enters the adjoining field there are two 'planks' acting as a stile, these will be removed as well, together with the stile at the Hackmans Lane end of this path. These works will be completed before the end of March 2006.

### **516. Footpath Map**

**ACTION: MRS GARNHAM**

### **517. New bridleway – Mr Brown still to meet up with landowners**

### **518. Golf course footpath (Footpath 13)**

Pram/wheelchair friendly kissing gate will be installed. Chris Brown has suggested putting up a sign reminding people to be vigilant because of golf balls. Members thought this was a good idea. Clerk to advise Mr. Brown

**ACTION: CLERK**

### **519. Rear of Church Footpaths 14 and 19**

Pram/wheelchair friendly kissing gate will be installed after April (new contractor)

### **520. Footpath 16 (Lower Burnham Road) – path will be reinstated this week**

### **521. Footpaths 23 and 24**

Way mark posts have been put in on both these footpaths.

- 522. Footpath 15**  
Staggered barrier will be widened to allow pram/wheelchair access. Plus railing down left hand side to be installed to aid descent down this steep/slippery slope
- 523. The Parish Paths Partnership Scheme (P3)**  
Clerk had been advised of this scheme which apparently is supplementary to work which we channel through Chris Brown and does mean that there are additional funds available to carry out works, such as additional markers, even with Parish 'logos' on, etc help with production of maps, leaflets invitations to training schemes, such as first aid or use of tools/how to maintain paths etc Members asked Clerk to investigate further/invite the group to the APM  
**ACTION: CLERK**
- 524. Land Registry – voluntary first registration of CNPC landholdings** - to be investigated when time permits
- 525. COLD NORTON'S WEBSITE**  
Clerk to discuss situation with current website operative  
**ACTION: CLERK**
- 526. Freedom of Information**  
Mrs Bryant has very kindly obtained an electronic copy which can then put onto the Cold Norton Web Site, just publishing the core classes adopted. Members requested that Professor Barclay be requested to view this before it is put onto the Cold Norton web site.  
**ACTION: CLERK**  
**ACTION: PROF. BARCLAY**
- 527. Files/Documents to Archive/ Retain/Destroy**  
Members were asked to review the lists supplied to decide whether anyone wished to inspect the actual files/documents and if one person could please volunteer to make a recommendation to the rest of the council as to what to do with the papers – options being  
1. To archive with the Essex Records Office (which is where some Parish Council files and minute books are already held),  
2. To retain them (and where?), or  
3. For them to be destroyed.  
Members were also advised that the struck-through items on the lists have not yet been disposed of. Therefore, should any member decide that such a struck-through document or file should be retained and NOT disposed of, it is not too late.  
**ACTION: ALL MEMBERS**

#### **CORRESPONDENCE**

- 528. ECC Mid Essex Area Forum 2006/7 Future Meetings** – noted. Minutes from January meeting will be circulated
- 529. MDC Department of Community Services** - reference Fuel Poverty. Clerk to put details up at village hall and in The Beacon  
**ACTION: CLERK**
- 530. MDC Planning & Development Services** – Tree Warden Training Session Tuesday 4<sup>th</sup> July 6 pm  
Clerk to pass details to Tim Dixon  
**ACTION: CLERK**
- 531. North Essex Mental Health Partnership** – Foundation Trust Formal consultation 27<sup>th</sup> Feb -19<sup>th</sup> May 2006. Copy of the document to be circulated or may be downloaded from [www.nemhpt.nhs.uk](http://www.nemhpt.nhs.uk) or call 0800 169 1625. Mr Archer advised that he will attend.  
**ACTION: MR. ARCHER**
- 532. NFU Mutual** – Risk Management Services. Clerk to keep ion file. Mrs Garnham to view the website  
**ACTION: CLERK**  
**ACTION: MRS GARNHAM**
- 533. Chelmsford BC** –Local Development Framework & Adopted Statement of Community Involvement - Noted. Mr Cooper advised that Maldon's statement is not yet available.
- 534. Dengie Hundred Group of Parish councils** – next meeting is on March 15<sup>th</sup> 7.30 pm in Mayland. Mr Litscher advised he would attend. Clerk to contact Professor Barclay as he may also wish to attend.  
**ACTION: CLERK**
- 535. East Essex Transport Forum** – Wednesday 22<sup>nd</sup> March 7.30 pm in SWF Mr. Archer to attend  
**ACTION: MR. ARCHER**
- 536. The Youth Jigsaw – 11<sup>th</sup> & 12<sup>th</sup> April** – noted. Mrs Garnham to view website  
**ACTION: MRS GARNHAM**

- 537. **EALC Roles & Responsibilities Course Wednesday 26<sup>th</sup> April** – no one able to attend
- 538. **Environment Agency North Essex Catchment Flood Management Plan** – clerk to make sure Professor Barclay is aware of this  
**ACTION: CLERK**
- 539. **MDC Green Spaces Conference 1<sup>st</sup> April** – postponed. Noted
  
- 540. **ANY OTHER BUSINESS** Members who attended advised that at the Nuclear Breakfast Meeting they were told that the plans for de-commissioning were going smoothly and now going into maintenance phase. Long term plans for site not yet decided. Members were also advised that applications for wind farms in the area were coming in. Regarding the school, members were advised that the short list for a new head teacher would be drawn up on 14<sup>th</sup> March and the new head would be appointed on 23<sup>rd</sup> March.

**DATES OF FUTURE MEETINGS**

Scheduled or provisionally scheduled for 2006: Wednesday 12<sup>th</sup> April, 3<sup>rd</sup> May – Annual Parish Meeting, 10<sup>th</sup> May – AGM, 7<sup>th</sup> June, 5<sup>th</sup> July, 2<sup>nd</sup> August, 6<sup>th</sup> September, 4<sup>th</sup> October, 1<sup>st</sup> November, 6<sup>th</sup> December.

Chairman.....

Date.....