

COLD NORTON PARISH COUNCIL

MINUTES OF THE MONTHLY MEETING OF THE PARISH COUNCIL HELD ON THURSDAY 12TH APRIL 2007 IN THE COMMITTEE ROOM OF THE VILLAGE HALL

THOSE PRESENT:

Councillors:

Mrs. A. Allen
Mrs. S. Garnham
Mrs. G. Gold (Chairman)
Mr. C. Litscher
Mr. P. Wakeling
In attendance: Mrs. M. Dyer (Parish Clerk)

3. **APOLOGIES FOR ABSENCE** had been received from Parish Councillors Professor L. Barclay and Mrs A. Allen, also District Councillor Mr. L. Cooper. Mr. Archer had sent apologies that he would be late, but was then unavoidably detained at another Council meeting.
4. **MINUTES OF THE ORDINARY MEETING of the Parish Council** held on Wednesday 7th March 2007 were approved as correct and signed accordingly

FINANCE

Payments

5. Dave Bull general village caretaker work invoice No. 45 dated 02.04.07 £135 Cheque No. 487
6. Dave Bull Preserving benches in St. Stephens Road and the Queen Mother's Garden. Plus repairing fence around the pre school playground area Invoice No. 46 £33.75 (extra 5 hours for work carried) Cheque No. 487
7. Dave Bull Materials (turps substitute, lubrication spray and heavy duty garden sacks) Invoice No.47 £4.27 Cheque No. 487
8. MAIA Services for updating two pages on the web site (approved minutes for February and report from March meeting) Invoice no. 290307-1 dated 29.03.07 £17.62 (£15 net) Cheque No. 488
9. MAIA Services for the supply of internet hosting services for the village web site for two years from 24.03.07 to 23.03.09 Invoice No. 300307-1 dates 30.03.07 £82.25 (£70 net) Cheque No. 488
10. IKAS Limited Supply of one cupboard for kitchen at village hall Invoice No.9010 dated 08.03.07 £387.75 (£330 net) NB this will be claimed back as part of the CIF grant. Cheque No. 489
11. WPP Professional Services Reference Village Hall Invoice No. 03.026/WPP03 dated 23.03.07 £1768.96 (£1505.50 net) NB this will be claimed back as [part of the CIF grant Cheque No. 490
12. LCR (Local Council Review – NALC)) subscription from 01.04.07 to 31.03.08 £13.50 Cheque No. 491
13. The Ramblers Association Subscription renewal from 01.04.07 to 31.03.08 £24 Cheque No. 492
14. Essex Playing Fields Association Renewal of membership for one year from 01.04.07 £25 Cheque No. 493.
15. Essex Wildlife Trust Subscription renewal for one year from 30.04.07 £40 Cheque No. 494
16. M. Dyer office expenses £24.97 Cheque No. 495
17. Inland Revenue – Tax and National Insurance £16.39 Cheque No. 496
18. E-on Energy: street lighting for March 2007 invoice no. 138342167 dated 03.04.07 direct debit will be processed 24.04.07 £39.10 (£37.24 net)
19. Downey & Warren Quantity surveying services preparing budge estimates for proposed work at village hall Invoice No. DW2562/2 dated 04.04.07 £587.50 (£500 net) NB this will be claimed back as part of the CIF grant Cheque No. 497

20. Financial Statement

Current balances:

Standard Life Direct Access as at 1 st March	£	125.38
Standard Life 10 Day Notice as at 17 th March	£	3,123.76
Abbey as at 1 st April 2007	£	<u>6,405.55</u>
	£	9,654.69

21. **Repair to Photocopier** – Members approved costs, namely: parts £69.45, labour £50, so total exc. VAT will be £119.45, plus cost of 1 or 2 ink toners used on the machine loaned to Clerk.

PLANNING

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

FUL/MAL/06/01150 Cold Norton

New meeting room, store and entrance. New children's toilets next to hall. Extension to existing meeting room. Adapt and enlarge car park.

Cold Norton Village Hall Cherry Blossom Lane Cold Norton Essex
(UPRN - 100091446687)

Cold Norton Parish Council **APPROVED**

FUL/MAL/07/00084 Cold Norton

Demolish existing two dwellings and build one new 5 bedroom dwelling and one new 4 bedroom dwelling

1 And 2 White Acres Crown Road Cold Norton Essex
(UPRN - 100091256511)

Mr. Stewart James Rivers **REFUSED**

FUL/MAL/07/00027 Purleigh

Construction of barns comprising agricultural store, tractor & machinery store and farm workshop
Pale Pitt Farm Latchingdon Road Cold Norton Essex

(UPRN - 100091256500)

Mr D Carter **REFUSED**

TPO/MAL/07/00066 Cold Norton

Reduce crown of Horse Chestnut T1 by 25% and thin crown by 15% and reduce crown of Oak T2 by 25%, thin crown by 15%, and remove limb over St. Stephens Road

Honfleur 2 Ferris Avenue Cold Norton Essex

(UPRN - 100090554753)

Mr & Mrs Moorhouse **PART APPROVED PART REFUSED**

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

LDE/MAL/07/00335 Great Canney Farm, Hackmans Lane, Cold Norton. Claim for a certificate of lawfulness: occupation of property contrary to condition 6 imposed upon planning permission MAL/212/74 (agricultural occupancy). Week No 14 dated 5th April 2007:

With reference to the above, the details and copy documents supplied were circulated to the Members of Cold Norton Parish Council.

This letter is to advise that the Council Members have all advised that they are not in possession of any knowledge, which would either support, or contradict, any elements of the submitted evidence.

24. **TPO/MAL/06/01304 Sylvanus, 13 St. Stephens Road Cold Norton. Fell oak tree to ground level and treat stump.** Members had been supplied with correspondence from Tree Officer, but advised that they still would like the Officer to attend a future meeting. **ACTION: CLERK**

25. **Palepit Farm 'Shed'** – MDC has advised: "Newly constructed outbuilding - this is a games room and falls within the provisions of being 'permitted development' and therefore formal planning permission is not required."

HIGHWAYS AND ROAD SAFETY

26. **Pedestrian Crossing/VAS Signs** - Awaiting report from manufacturer re problem with VAS signs and their irregular operation
27. **Parking/Exiting at Country Produce** – letter had been copied to members, no further action.
28. **ECC Highways & Transportation Service for Maldon area** – details supplied to members - noted
29. **Street Lights – switching off trials:** Work did not commence on 4th March. – waiting new dates from ECC re work to lights and when trials will commence

VILLAGE HALL

30. **Report from Parish Council Representatives:** Members were advised that the VHMC propose to have their AGM preceding the PC APM, but still don't have a chairman
31. **Village Hall Project:** re kitchen: IKAS have now fitted a new matching cupboard for use by the Badminton Club and sorted out the snagging problems. Cooker power socket still to be moved to more accessible position. Re extension: lottery grant application form is now ready to be submitted.
32. **VANDALISM/POLICE MATTERS** – no Police report
33. **DISTRICT COUNCILLOR'S REPORT** – not available

OPEN SPACES

34. **Cowpiece Nature Reserve:** Request has been submitted to Volunteer Service re use of Bradwell team to erect fencing – no answer yet
35. **Playing Field:** Members approved use of playing field by Pre School for their fund raising BBQ on 9th September from 11 am to 3 pm **ACTION: CLERK**

Essex Playing Field Association – Best Kept Playing Field Competition – members agreed to enter and approved entry fee of £10 Cheque No. 499 raised.
36. **Village Caretaker work** – report as follows:

I continue to clear round the playground and car park area by the village hall. I am painting and preserving the playground equipment and fences as weather permits, including plans to refurbish and paint the small tower-slide where the steps have started to give way.
I am pleased to report that there has been little damage since my last report – only one fencing panel removed from the enclosed play area which I have replaced.

Further to the report on the playground and equipment I continue to take steps to comply with its findings. I wonder if there has yet been any resolution on the depth of bark chippings? I am waiting for the replacement swing parts which I understand have been ordered.

I continue replacing the small trees in the playing field that were vandalised in the early spring – using seedling trees from the nature reserve.

In the Queen Mother Memorial garden I continue to inspect and tidy the area. I have preserved the benches at the Queen Mother garden and at St Stephen's Road.

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

There has been further dumping of rubbish bags and rubbish in the village hall car park which I have tidied up and placed in the bin.

I will aim to carry out the basic duties of my post within the 5 hours/week now allocated, but where there are additional duties such as repair after vandalism or exceptional seasonal work I will consult you before completing the works and will then submit additional invoices as appropriate. 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.

Members approved staining of the wooden notice board on school grounds as requested by the head teacher at the school.

ACTION: CLERK

37. **Shrub at top of Greentrees Avenue** – due to the passing of Mr How it was agreed that Mr. Paul would tend this area for a fee of £35 per annum.

PUBLIC RIGHTS OF WAY

38. **Ferris Avenue Path:** Number of forms returned to date remains at eleven. Mrs Barclay has very kindly offered to deliver letters and forms to residents in Station Crescent and Ferris Avenue to hopefully increase this number. Letters are also going to be delivered to homes in Greentrees Avenue as residents may use the path on route to school. Delay due to photocopier breakdown.

ACTION: CLERK

39. **Footpath 3:** Re barrier at Hackman Lane end of this path which becomes Purleigh 13/14, Purleigh PC have advised that they do not think a barrier is necessary

40. **Footpath 13 (Golf Course):** Style of gate still to be agreed with Golf Club. Members requested Clerk liaise with PRoW Officer re early solution

ACTION: CLERK

41. **Footpath 14:** Possible rerouting - alternative approach to be broached with landowner. Dog fouling/dog control information supplied by PRoW printed in April issue of The Beacon. Copies will also be placed on notice boards.

ACTION: CLERK

42. **Footpath 15/New Bridleway:** Churning up of the slope still a problem – suitable material still being investigated. Re problem for walkers on bridleway: PRoW will look at improving the surface of main bridleway/drainage

43. **Footpath 19 (and 14):** New gates installed. PRoW has advised that the gate at Burnham Road does not need to be repositioned, and that a further plank has now been added to the bridge.

44. **Footpath 20:** Metal posts (no fencing) have now been installed in the ground to identify field owner's boundary.

45. **Footpath 23:** Re the new wooden fingerpost installed at the St. Stephens Road end of this footpath PRoW has advised that it does not need cementing as ground and original mixture have now hardened.

46. **Cutting Programme:** 1st cut starts Monday 16 April, which means that Cold Norton footpaths should be cut about the end of April. Members requested that Cow Parsley in St. Stephens Road is not cut until it dies back in June/July.

ACTION: CLERK

47. **Footpath Map:** Will form part of P3 partnership activities

48. **The Parish Paths Partnership Scheme (P3):** Meeting with P3 organiser delayed - will now take place end April/ May at a date to suit all. **ACTION: CLERK**
49. **Quiet Lanes:** Members had been supplied with latest details
50. **COLD NORTON'S WEBSITE:** Members were advised that there is an average of 260 visits to the web site each month and have also been supplied with other data to consider, plus details of other sites to visit – changes/review to site to be discussed at a future meeting.
51. **Emergency Planning:** Clerk advised that the Emergency Planning Officer has confirmed that only one 'red' book is required - to be kept in the village, MDC do not require a copy. But, the name of the holder will be required so that this information can be conveyed to the police. However Members felt a second copy would be useful in case the main holder was absent. Mrs Garnham is gathering information. **ACTION: MRS GARNHAM**
52. **Papers for Council Meetings:** to save paper/costs/environment the Clerk had proposed that some documents that accompany the agenda are e-mailed to Members. Members agreed that to start with the minutes, MDC Planning Decision Summary Sheet and the Village Caretaker Report could be e-mailed, but that a hard copy of the agenda was still required.

CORRESPONDENCE

53. **EALC - Summary of forthcoming training courses** - noted
54. **CPRE April newsletter** – noted. Clerk to arrange for this to be e-mailed direct to Members in future.
55. **ECC – Passenger Transport Meeting Spring 2007-** details noted, also a Transport Information Day will be held on Tuesday 19th June 2007 between 2 and 8 pm – open to the public. Re transport Members asked Clerk to ascertain village opinion re the new local transport service. Initially request for feedback to be placed in The Beacon. **ACTION: CLERK**
56. **MDC – Statement of persons nominated re District Councillors and Parish Councillors** – noted. Members requested Clerk write to Councillors standing down **ACTION: CLERK**
57. **MDC Direction of Travel Assessment** - noted
58. **Commission for Rural Communities** – Community Empowerment Awards - noted
59. **MDC Facing the Future consultation** – details noted
60. **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)
- Mr. Litscher had attended the Dengie Hundred Group of Councils meeting and advised that in 2008 it will be The Dengie Hundred Group's 50th Year. Also re the possible wind farm and road transportation of materials, he advised that there may be a suitable boat landing point which would allow transportation by water. Mr Litscher also reported from the Bradwell Breakfast meeting that the area will be green fields in 90 years time and that the sea barrier will be maintained. Mrs Garnham advised that she is still storing some PC papers and Mr Wakeling is still storing the PC lawn mower. Clerk to circulate details of all PC equipment currently included in the insurance schedule in order to update/write off broken equipment/delete from schedule. **ACTION: CLERK**

DATES OF FUTURE MEETINGS

Scheduled or provisionally scheduled for 2007: Wednesday 9th May, 6th June, 4th July, 5th September, 3rd October, 7th November and 5th December.

Annual Parish Meeting (APM) set for Wednesday 25th April 2007.

Chairman.....

Date.....