

COLD NORTON PARISH COUNCIL

MINUTES OF THE MONTHLY MEETING OF THE PARISH COUNCIL HELD ON WEDNESDAY 2ND APRIL 2008 IN THE COMMITTEE ROOM OF THE VILLAGE HALL

THOSE PRESENT:

Councillors:

Professor L. Barclay
Mrs. G. Gold (Chairman)
Mr. P. Guppy
Mr. C. Litscher
Mrs A. McDonald
In attendance: Mrs. M. Dyer (Parish Clerk)

1. **APOLOGIES FOR ABSENCE:** had been received from Mr Archer, Mr Wakeling, District Councillor Mr Sears and PCSO Butler
2. **MINUTES OF THE ORDINARY MEETING of the Parish Council** held on Wednesday 5th March 2008 were approved as correct and signed accordingly.

FINANCE

Payments

3. Dave Bull general village caretaker work Invoice No. 62 dated 26.03.08 £135 Cheque No.642
4. Cold Norton Village Hall Management Committee invoice dated 29.02.08 use of committee room from November 07 to February 08 8 hours @ £3.75 per hour £30 Cheque No.643
5. Essex Wildlife Trust subscription renewal for one year from 30.04.08 £40 Cheque No.644
6. Maldon District Council Invoice No. COL58660654 dated 03.03.08 Combined fee and clerical allowance for uncontested Parish Elections 3rd May 2007 £61.08 Cheque No.645
7. WPP Architects Invoice No. 03.026/01 dated 04.03.08 fee for work up to 03.03.08 Reference Village Hall Project £1880 (£1600 net) Cheque No.646
8. JP Chick & partners Ltd Invoice No. 10001784 dated 26.03.08 reference village hall project fee and site investigations, soil testing etc £2389.66 (£2033.75 net) Cheque No.647
9. Maria Dyer office expenses £35.61 Cheque No.648
10. Giffords Invoice No.00081211 dated 31.03.08 10 tons of natural cushionfall including delivery £992.88 (£845 net) Cheque No.649
11. Mrs Chris Edwards Invoice dated 02.04.08 refreshments for working parties on 15th and 29th March 2008 re children's play area £22.78 Cheque No.650

12. Financial Statement

Current balances:

| | | |
|--|---|-----------------|
| Standard Life Direct Access as at 1 st March | £ | 130.16 |
| Standard Life 10 Day Notice as at 17 th March | £ | 3,296.28 |
| Abbey as at 1 st March 2007 | £ | <u>4,289.48</u> |
| | £ | 7,715.92 |

13. **Audit Commission** – confirmation received of appointment of external auditor advised in January (see minute No. 473 - 2007/8)

PLANNING

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

ADV/MAL/08/00085 Cold Norton
Flag and Flagpole
Directa Ltd Latchingdon Road Cold Norton Essex
(UPRN - 100091627461)
Clive Collins **APPROVED**

FUL/MAL/08/00093 Cold Norton
Demolition of existing boundary wall and construction of replacement wall
St Andrews Station Road Cold Norton Essex
(UPRN - 100091257157)
Mr & Mrs A Ashworth **REFUSED**

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

FUL/MAL/08/00280 30C Latchingdon Road, Cold Norton. Single storey rear extension. Week No. 10 dated 7th March 2008:

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.

However, the Parish Councillors are concerned that the plans do not indicate any form of ventilation for the kitchen positioned to the rear of the property

FUL/MAL/08/00364 Crown Lodge, Crown Road, Cold Norton Replacement dwelling and garages. Week No. 13 dated 28th March 2008:

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.

However, the Parish Councillors would like to have clarified whether the existing garage to the rear of the property (indicated on the plans with dotted lines) will be demolished as well.

In addition, the Councillors would like to point out that, under the heading 'access' in the Design & Access statement section of the planning application, mention is made of "*no formal footpaths* (i.e. footway) *to the unmade road*", there is in fact a Public Right of Way along Crown Road, namely CNFP20.

16. **MDC Introduction of 1APP Planning Application Forms & Validation Checklists** – noted, in particular the point raised in the letter "... *it is accepted that the full 1APP form and checklist may seem daunting, but even the most complex of applications will probably only require a few of the technical reports listed.* "
17. **Facing the Future/Local Development Framework** - Professor Barclay and Mr Litscher debriefed the members re the forum they ended in \March,
18. **Maldon District Housing Needs Survey** – noted (some Members had received a copy to complete)

HIGHWAYS AND ROAD SAFETY

19. **Highways Schedule**
Pram ramps at bridge – will not be actioned until new financial year

New signs Farnbridge Road/St. Stephens Road/Newport Avenue – scheduled for action in new financial year

Road/Speed signs between Stow Maries and Cold Norton – some of the upright signs obscured by hedgerows landowners to be asked to trim back. Apologies – other measures to be discussed with Highways
ACTION: CLERK

Overgrowing vegetation from bridge to Junction Road – On Highways schedule

Fence outside school - the school gardener has been asked to plant some hedges to fill the gap.

Footway just over bridge cracking also near Country Produce – reported to highways will be actioned in new financial year.

Tarmac near the kerb at Clarke Rise is 'churned up' – has been reported to highways (highways reference No. 1814128)

Entry to village sign/speed limit at corner of Howe Green Road/Latchingdon Road has been hit – report to Highways
ACTION: CLERK

20. **ECC Road Closure:** Members noted that Burnham Road. Latchingdon would be closed for 3 weeks from 25th March 2008 and that Bus 31X will operate a diversion and will not serve Althorne - there will be a shuttle link instead -

VILLAGE HALL

21. **Report from Parish Council Representatives:** Members were supplied with a copy of a letter sent to all regular hall users re PAT testing of any electrical equipment brought into the hall – this concerns the Parish Council as a regular hall user. - noted
22. **Village Hall Project:** after meeting had closed Chairman approved the payment on account of £250 to the Solicitor working on the deeds etc as required by the Lottery Fund (this payment will be reimbursed by the grant provided by the Lottery Fund re stage 2 of the application) – will be included in agenda for next ordinary meeting.
ACTION: CLERK

VANDALISM/POLICE MATTERS

23. **Village Crime Report for March:** 4 incidents advised by PCSO Butler: two road traffic accidents, one suspicious person reported and one intruder alarm set off in error.
24. **Graffiti – Old Fire Station Dear Dolly Site:** Members were advised that the owner attempted to paint over the whole hoarding .but the existing paint starting flaking off, then attempted to remove flaking paint, but this proved difficult so have decided to fit new hoarding, which has been ordered and will be installed ASAP (3-4 WEEKS)
25. **Neighbourhood Action Panel Meetings:** Next meeting on 19th May in Latchingdon Village Hall 7 pm Members had been advised on the priorities from the January meeting and details of priorities from the March meeting. Clerk to put note in The Beacon report/copies in information rack at Village Hall re the 'What Matters to You' form which can be completed by members of the public for action by the Police or Maldon District Community Safety Partnership office at MDC.
ACTION: CLERK
26. **DISTRICT COUNCILLOR'S REPORT** – not available

OPEN SPACES

27. **Cowpiece Nature Reserve:** Mr Litscher advised that following a meeting with the landowner it will not be possible to erect the fencing due to the undergrowth. Mr Litscher offered to clear the area and to find a buyer for the now redundant fencing materials. **ACTION: MR LITSCHER**

Work still to be carried out on bridge

ACTION: MR LITSCHER

28. **Playing Field**

Enclosed play area for younger children: all works re ne safety material now completed. Members requested Clerk write to Mrs Edwards to thank her and the teams who carried out the works. Clerk to arrange for Caretaker to repair boat and MDC to collect fencing. **ACTION: CLERK**

Hard standing – due to high costs Mr Guppy offered with Mr Paul to carry out these works.

ACTION: MR GUPPY

Essex Playing Fields: Best Kept Playing Field Competition for 2008 - Members agreed to enter, £10 entry fee, for the following two classes: Playing fields serving a population of less than 2,500 and Children's playgrounds, judged apart from the playing field on which they are situated. Cheque No.652

Members asked Clerk to contact Bradley Faulkner for a quote to level off and /or turf the crater by the goal post. **ACTION: CLERK**

29. **Village Caretaker work** – report as follows:

I continue to clear round the playground and car park area by the village hall and remove rubbish from behind the temporary fencing.

In the Queen Mother Memorial garden I continue to inspect and tidy the area and tend to the roses.

I continue to remove rubbish from the Cowpiece nature reserve and have continued to maintain the paths and furniture. I continue to inspect the triangle and pathway by the bridge, remove any litter and clear away the fallen leaves.

Further to your e-mails I look forward to the site meeting with the Bardwells at Cowpiece so we can progress the work with the fencing and the bridge. I am pleased to report that the dog bin has reappeared and has been securely fastened to the way post.

There has been further dumping of rubbish bags and garden rubbish in the village hall car park which I have tidied up and placed in the bin (grass clippings and weeds and domestic waste). There has also been dumping of builders rubbish in the hedges behind the way posts in St Stephens Road.

30. **Dog Waste bin at bend of St. Stephens Road:** Has been replaced by a red one by Appletons, authorised by MDC.

PUBLIC RIGHTS OF WAY

31. **Footpaths 23 and 24:** Way marking ongoing. – P3 HQ, plus P3 rep and PRoW will undertake this mid April. Other works re posts will be ordered by the PRoW in the new financial year.

32. **Footpath Maps:** P3 HQ has advised: *“P3 provides 50% of the funding for promotional activities, but we only encourage a group to make leaflets and maps if their paths are in good order. If there are works to do, i.e. waymarking etc. then this would have to be undertaken first. We can't promote a network that is not in good order! If any help is needed putting together a work proposal for the year I will be happy to come over and lend a hand.”*

- 33. **EMERGENCY PLANNING:** Members were given a copy of a letter from Chelmsford BC, containing update of information, plus request for information from us, including details of a nominated Parish Emergency Coordinator. Clerk to liaise with Mrs Garnham and reply as appropriate.
ACTION: CLERK
- 34. **NEW MODEL CODE OF CONDUCT/STANDING ORDERS:** Professor Barclay advised that initial thoughts re changing the Parish Council's Standing Orders relate to replacing the PC No.18 re voting on matters/decisions. Clerk to supply latest version.
ACTION: CLERK

TRAINING/CONFERENCES/MEETINGS

- 35. **RCCE Workshop 10th April re Village Hall/Community/Buildings:** no one available to attend
- 36. **Clerks Training Day on Saturday 15th March:** Clerk advised that this presentations/workshops on sustainable communities, allotment projects, document management, IT tips – copies available of notes on request.
- 37. **Clerks Forum held by MDC on 26th March:** Clerk advised that this included presentations re Training for Councillors and Clerks, Community Transport, Healthy Living/PCT, and Facing the Future as mentioned in Minute No. 17 above. MDC will be purchasing for each Clerk in the District a Clerks Toolkit (Clerk has volunteered with 3 other clerks to assist in helping put together other sections which will be specific to this District)

CORRESPONDENCE

- 38. **Dengie Hundred Group of Parish Councils:** Members had been supplied with minutes from January meeting plus agenda for March meeting which Mr Guppy attended – Mr Guppy debriefed Members of this and advised that Mr Steve Watson had been present/spoke at this meeting.
- 39. **Waste Management Advisory Board:** Mr Guppy to review the draft strategy.
ACTION: MR GUPPY
- 40. **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.
Listed building status was discussed in relation to The Norton – Clerk to investigate via MDC
ACTION: CLERK

DATES OF FUTURE MEETINGS

Scheduled or provisionally scheduled for 2008: Tuesday 6th May and Wednesdays 4th June, 2nd July, 3rd September, 1st October, 5th November, 3rd December.

Annual Parish Meeting: Wednesday 30th April 8pm – Clerk advised that PCSO Butler had confirmed that he will attend.

Chairman.....

Date.....