

COLD NORTON PARISH COUNCIL

MINUTES OF THE MONTHLY MEETING OF THE PARISH COUNCIL HELD ON WEDNESDAY 4TH JUNE 2008 IN THE COMMITTEE ROOM OF THE VILLAGE HALL

THOSE PRESENT:

Councillors:

Mr J. Archer
Mrs. G. Gold (Chairman)
Mr. P. Guppy
Mr. C. Litscher
Mrs A. McDonald
Mr. P. Wakeling
In attendance: Mrs. M. Dyer (Parish Clerk)
PCSO Butler

Before the meeting commenced Mr Philip Wakeling declared an interest in an item on the agenda, namely planning application TPO/MAL08/00571 – as it related to his neighbour.

105. APOLOGIES FOR ABSENCE had been received from Parish Councillor Professor Barclay and District Councillor Mr John Sears

106 MINUTES OF THE ANNUAL GENERAL MEETING AND THE ORDINARY MEETING of the Parish Council both held on Tuesday 6th May 2008 were both approved as correct and signed accordingly.

FINANCE

Approval of Payments

- 107. Dave Bull general village caretaker work invoice No.64 dated 29.05.08 £145 Cheque No. 667
- 108. The Ramblers Association membership renewal to May 2009 £36 (a explanation had been supplied by the RA for the large increase this year) Cheque No. 668
- 109. BT Village Hall Phone Invoice No. Q031L7 dated 14.05.08 £40.10 (£34.12 net) cheque No. 669
- 110. Maria Dyer office expenses £25.81 Cheque No.670
- 111. E-on Energy Street lighting for April 2008 Invoice No. H673580BA dated 15.05.08 £38.54 (£36.70 net) was taken by direct debit on 26.05.08
- 112. AON/Allianz Insurance Policy No. 11/AC/5772/06 Account No. 11/61951 £869 Cheque No. 671
- 113. WPP Architects Village Hall extension/lottery stage 2 bid Invoice No.03.026/2 dated 08.05.08 £587.50 (£500 net) Cheque No. 672
- 114. Johns Slater and Haward Village Hall Extension Fee Invoice No.5300 dated 24.04.08 £1410 (£1200 net) Cheque No. 673
- 115. Knight Environmental Village Hall Asbestos Survey Report Invoice No.KE1574 dated 19.05.08 £705 (£600 net) Cheque No. 674
- 116. B.F. Ground Maintenance Limited Grass Cutting for May 2008 Invoice No.1619 dated 29.05.08 £264.38 (£225 net) Cheque No. 675
- 117. Inland Revenue Tax NI to 05.07.08 £35.88 Cheque No. 677

118. Financial Statement

Current balances:

Standard Life Direct Access as at 1 st May 2008	£	130.16
Standard Life 10 Day Notice as at 17 th May 2008	£	296.28
Abbey as at 1 st May 2008	£	<u>24,951.29</u>
	£	25,377.73

PLANNING

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

FUL/MAL/08/00224 Cold Norton
Detached triple garage with domestic storage over
Bencott Newport Avenue Cold Norton Essex
(UPRN - 100091257031)
Greg Pratt **APPROVED**

FUL/MAL/08/00280 Cold Norton
Single storey rear extension
30C Latchingdon Road Cold Norton Essex CM3 6JG
(UPRN - 200000915252)
Mr & Mrs Suleman **APPROVED**

FUL/MAL/08/00397 Purleigh
Two chalet bungalows
Land Opposite Post Office Latchingdon Road Purleigh Essex
(UPRN - 010013995295)
Mr Mel Bajic **REFUSED**

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

TPO/MAL/08/00571 7 St. Stephens Road, Cold Norton. TPO 15/96 T4 Oak – crown lift to 3m and reduce crown by 20% Week No.19 dated 16th May 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, but, that as a condition of the approval, the work must be carried out under the guidance of Maldon District Council's Tree Officer.

TELPNMAL/08/00557 Telephone Box, Latchingdon Road, Cold Norton. Removal of public payphone (01621 828255) Week No. 19 dated 16th May 2008:

Cold Norton Parish Council has no objections to the public payphone being removed as outlined in the above application, which it does not consider to be harmful to the Parish or its residents, so therefore recommends that Maldon District Council should APPROVE the application.

FUL/MAL/08/00566 PP-000436663 Palepit Farm, Latchingdon Road, Purleigh. Relocation of agricultural barn. Week No. 20 dated 23rd May 2008:

Cold Norton Parish Council would initially like to state that it finds it rather puzzling that this application has even been put forward for consideration - to relocate a building which doesn't have permission for its present location.

Therefore on that basis, and coupled with the Appeal Inspector's report, which stated that there was 'insufficient justification for both agricultural barns' then, and there would appear to be no evidence of an increase in agricultural activity now, Cold Norton Parish Council considers that the proposed development contained within the above application to be harmful and recommends that Maldon District Council should REFUSE CONSENT.

121. **Planning application FUL/MAL/08/00397:** Mr Wakeling formally apologised to the other Parish Council Members for not passing on for circulation the plans for this application prior to the May meeting.

122. **The Council's Planning Policy:** Mr Wakeling had proposed that at this meeting the Parish Council consider two points:

- A review of the Council's planning policies, consideration of any amendments anyone wishes to table and ratification of policy either new or unchanged
- A proposition that if on an exceptional basis the Council departs from policy that the Council always gives clear reasons why it has done so

Plus formally ratify the Parish Council's planning policy.

The Councillors having reviewed the formal statement of the Parish Council's Planning Policy as at October 1996 (and as amended November 2000) agreed the policy did not need to be changed, but again stated the need to give specific reasons for the decisions made.

Clerk to ask Peter Le Grys from MDC to attend a future meeting to discuss planning generally.

ACTION: CLERK

123. **The Norton:** Clerk to contact MDC to ascertain if the metal container now sited at the entrance to the car park needs planning permission and the owner regarding removal of this item.

ACTION: CLERK

HIGHWAYS AND ROAD SAFETY

124. **Highways Schedule**

Pram ramps at bridge: awaiting date from Highways

New signs Farnbridge Road/St. Stephens Road/Newport Avenue: should be completed by end of July 2008

Road/Speed signs between Stow Maries and Cold Norton: Some of the upright signs still obscured by hedgerows landowners still to be asked to trim back. Regarding other measures to deter speeding members were advised that following Clerk's discussion with/letter to Highways, Cold Norton has been added to the list for consideration for a shared VAS sign and that site meeting will be taking place in the next few weeks with the supplier re the suitability of the site.

Overgrowing vegetation from bridge to Junction Road – on Highways schedule for cutting back, plus Mr Archer advised that he had a site meeting with Mr Steve Broad from Highways to ensure this takes place soon.

Footway just over bridge cracking also near Country Produce – reported to highways will be actioned at same time as pram ramps.

Tarmac near the kerb at Clarke Rise is 'churned up' – has been reported to highways (highways reference No. 1814128) should be completed by early June

Entry to village and speed sign at corner of Howe Green Road – reported to highways. : Should be completed by early June

Twisted Belisha Beacon above Zebra – was corrected by Highways

125. **Footway from Railway Bridge to Country Produce and condition of Cherry Blossom Lane:** The condition of above were discussed, outcome: Clerk to write to the County Councillor regarding the footway and Mr Litscher will discuss Cherry blossom lane (private road) with some of the residents.

**ACTION: CLERK/
MR LITSCHER**

126. **Pylons:** following on from APM and May meeting, this item was included on the agenda to discuss with Mr Archer in his role as District Councillor. Members were of the opinion that if Bradwell 2 proceeds the pylons and cable should all be buried underground. Mr Archer advised that this is not possible due to the heat generated.

127. **Passenger Transport Representatives May Meeting Maldon District:** details noted

128. **Temporary Road Closure St. Stephens Road 16th June 2008:** details noted.

129. **Parking in St. Stephens Road:** Meeting was closed whilst two residents of St. Stephens Road made statements regarding inconsiderate parking. Following lengthy discussion PCSO Butler advised he would make arrangements for Police visits at school start and finish times. The Parish Councillors requested the Clerk write again to the Head Teacher and also this time to the Chair of School Governors, emphasising the Council's concern regarding this problem and also the fact that the manner of parking is also of great concern as with regards to prohibiting access for emergency vehicles down St. Stephens Road. Parents are to be instructed to use the village hall car park and walk the short distance using the Zebra crossing. Clerk to also investigate visits by a Maldon Parking Warden.

ACTION: CLERK

VILLAGE HALL

130. **Report from Parish Council Representatives:** members were advised that the VHMC now had a village hall officer on a self employed basis to carry out the regular checks on equipment and organise maintenance jobs.

131. **Village Hall Project: Mr Wakeling updated the Members:** Mary Bryant will be making an application to MDC for the new grant now available, legal title for the hall has been completed, Roger Hawes is preparing the business plan and revised costs are being obtained, the stage 2 plan will then be submitted to the Big Lottery fund by the end of July – response is then expected by December. Mr Wakeling advised that if successful work should commence at the end of 2009. Mr Wakeling also advised results of the asbestos survey carried out: it effectively gave the hall a clean bill of health apart from a low level risk relating to the external brickwork. Potential sponsor letters to be sent to local businesses – Mrs Bryant will prepare these for supply to the Clerk to submit on PC letterhead paper.

**ACTION: MRS BRYANT/
CLERK**

132. **Proposal re completely new village hall:** with regards to the response received from the Architect to the PC's letter outlining initial reactions, the Clerk was asked to advise the Architect that not all the points in the PC's letter had been acknowledged as open for discussion and until these have been addressed satisfactorily a meeting cannot be convened.

ACTION: CLERK

VANDALISM/POLICE MATTERS

133. **Neighbourhood Action Panel Meetings:** Last meeting was held on 19th May. Update from March meeting and priorities from May meeting had been supplied to Members: duly noted.

134. **CCTV in Station Crescent:** in answer to a resident's concern re this - there are no plans for CCTV

135. **Appointment of Independent Members to Essex Police Authority –** Members were advised that the close date for applications is 30th June 2008 and that posters will be displayed: duly noted,

136. **Police Report for May:** all members have been e-mailed the full report for the district, but the incidents relating to: Cold Norton were a road traffic accident on Burnham Road - one left the road one injured and one person reported and an incident at The Norton which is closed - units attended person had broken in, enquiries on going.

137. **DISTRICT COUNCILLOR'S REPORT –** nothing new to report

OPEN SPACES

138. **Cowpiece Nature Reserve:** Mr Litscher still trying to find a buyer for the fencing and will clear the brambles and carry out work on the bridge ASAP

ACTION: MR LITSCHER

139. **Playing Field:** Picnic bench – still to be fixed down. Caretaker had advised that the tiling around the swings is a more complex job than originally thought due to subsidence and moles – caretaker to advise separate quote for this job.

Enclosed children's play area: Pre School had requested some changes to the boat, which have been implemented by the caretaker. Additionally Pre School also requested that the picnic tables are removed from the little children's area as older children are using them to climb on the roofs of the play equipment and are damaging them. The members advised approval for them to be relocated outside the enclosed area. Clerk had received a request for a Pre School BBQ in the field: *"On behalf of the Pre School we would like permission to use the village hall and playing field to hold our annual BBQ and fun day on Saturday 13th September from 12 until 4pm. The format will be the same with bouncy castles, donkey rides, band, BBQ and stalls. The TENS has been applied for, neighbours will be warned, parking in Cherry Blossom controlled and I will notify environmental health re the noise."* Members agreed to this request, but advised that due to the weight of a fire engine Pre School should not request a visit from the fire service for this event. Regarding the MDC sports day Members were advised that 18 children participated in the event held on Friday 30th May. The two people from MDC Leisure department who ran the event said that it was a good turnout and it went well. Clerk will try and get feedback from attendees to see if it is worth requesting a return event in the summer holidays.

ACTION: CLERK

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

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.

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 and remove any litter.

Further to my meeting with Deborah, Play Group Leader, I have removed the cross beams from the boat and repaired the loose bits. I have secured the back gate of the playground so that it no longer opens. Deborah asked that the picnic tables be removed from the little children's area as she believes the older children are using them to climb on the roofs of the play equipment and damaging them – and I do note such activity is occurring. Please advise me if you wish me to re-site them outside the enclosed area.

Further to the impact-absorbing tiles under the swings I shall send a separate report.

141. **Allotments:** Clerk had advised re site meeting regarding the tree at the back of the allotments with the Tree Officer at MDC, re the condition of the tree/whose tree it is/land it is on. At the site meeting Clerk was advised that the tree condition is fine following its 'trimming' a few years ago and that a TPO can be put on this tree if at any stage it is felt necessary. Since the site meeting Clerk has been advised that checks re land deeds etc show that the land that the tree sits on (currently within a strip of land fenced off) is in fact part of the pocket of land currently used as allotments - therefore this fencing may be removed and used for allotment purposes. Members advised that they do wish the tree to have a TPO assigned to it and that the fencing may be removed by the allotment group users.

ACTION: CLERK

PUBLIC RIGHTS OF WAY

142. **Footpath 20:** all paths have now been cut including this one which has been cut back through the thick vegetation

143. **Footpaths 23 and 24:** way marking will be undertaken by P3; PRoW contractors have re-erected the fingerpost at the entrance to FP 23 as it was loose, replaced the 3-plank bridge by the nursery as it was rotten and erected a way mark post at this bridge.

144. **Report from The Ramblers dated 15th May 2008 forwarded to Clerk by PRoW:**

Footpath 19 – fingerpost overgrown (not visible) at GR 854 003

Footpath 24 – lower cross field path not reinstated

Footpath 25 – fingerpost blocked with hedgerow at GR 857 987. Cross field path not reinstated

PRoW advised the following on 3rd June:

FP 19 Finger Post overgrown – I will speak to landowner to cut round (or we can).

FP 24 (Kit's Hill) - Lower cross field path not reinstated – This IS defined on the ground.

FP 25 our contractors will clear the overgrowth and I have spoken to land owner who will re-instate

145. **Footpath 23 south from nursery:** Mr Wakeling advised that this is overgrown and needs clearing. Clerk to contact PRoW **ACTION: CLERK**
146. **NEW MODEL CODE OF CONDUCT/STANDING ORDERS:** Professor Barclay reviewing. Review of NALC publication (Standing Orders and Chairmanship July 2003) – Professor Barclay had offered to do this, but was unable to do so as we don't have a copy of the 2003 version and Clerk had been told that we would have to pay for a copy.

TRAINING/CONFERENCES/MEETINGS

147. **FEELING GOOD ... IN THE MALDON DISTRICT – IMPROVING HEALTH AND WELL BEING. EVENT HELD ON 21ST MAY 2008:** District Councillor John Sears attended and a short report had been forwarded to Members – duly noted.
148. **Essex Association of Local Councils (EALC) Annual Meeting of the Parish and Town Councils in the Maldon District of Essex** – Tuesday 10th June 7.30 pm Southminster. No one available to attend – Clerk to send apologies **ACTION: CLERK**
149. **Dengie Hundred Group of Parish Councils:** next quarterly meeting will be on Wednesday 18th June 7.30 pm in Mayland. Mr Guppy plans to attend
150. **RCCE Field Officers "Linking to the Statutory Planning System" training session on Saturday 28th June from 9.30am – 1.00pm.** No one available to attend

CORRESPONDENCE

151. **MDC: Older persons Strategy – A chance to have your say:** Consultation ends on 23rd July 2008. MDC have requested the PC discuss the content at a planned meeting and let them have any appropriate comments before the above date. Members to review and requested Clerk include this on July meeting agenda to discuss PC response. **ACTION: CLERK**
152. **ST. STEPHENS CHURCH:** Clerk to write a letter of welcome to the new Vicar **ACTION: CLERK**
153. **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 2008: Wednesdays, 2nd July, 3rd September, 1st October, 5th November, and 3rd December.

Chairman.....

Date.....