

COLD NORTON PARISH COUNCIL

THE MINUTES OF THE MONTHLY MEETING OF THE PARISH COUNCIL **HELD ON WEDNESDAY 20TH JULY 2005, IN THE COMMITTEE ROOM OF THE VILLAGE HALL**

THOSE PRESENT:

Councillors:

Mrs A. Allen
Mr. J. Archer
Mrs S. Garnham (Chairman)
Mrs G. Gold
Mr. C. Litscher
Mr. P. Wakeling

In attendance: Mrs M. Dyer (Parish Clerk)

APOLOGIES FOR ABSENCE had been received from Prof. Barclay

151. **MINUTES OF THE ORDINARY MEETING** of the Parish Council held on Wednesday 1st June 2005 and the **TWO EXTRAORDINARY MEETINGS** held on Monday 6th June 2005 and Monday 13th June 2005 - were approved as correct records and signed accordingly.

FINANCE

Payments – the following invoices were approved and cheques signed accordingly:

152. P.H. Coote Ltd invoice No.12097-23420 dated 11th July 2005 £79.90 (£68 net) parish lighting maintenance cheque no. 264
153. Mrs. M. Bryant – office expenses/supplies from 17th May 2005 to 14th July 2005 £55.54 (£49.10 net) cheque no. 265.
154. Bradley Faulkner invoice no.716 dated 31st May2005 £475.88 (£405 net) grass cutting cheque no. 266
155. ROSPA (Playground Management Ltd) invoice no. 694738 dated 3rd June 2005 – annual inspection of play equipment and inspection of nature reserve. £175.08 (£149 net) cheque no. 267
156. ASAP Office Services Limited invoice no.2711 dated 31st May 2005 £98.70 (£84 net) cheque no. 268
157. Litcher Fuels Ltd invoice dated May 2005 (no number) £24.00 (£20.43 net) 2 sleepers for bridge repair at Cowpiece Nature Reserve (no charge for labour) cheque No. 269
158. Saint FM grant request dated 17th January 2005 cheque no. 270
159. Interact grant request dated 25th October 2004 cheque no. 271
160. Mr. D.Bull invoices nos. 1 – 4 inclusive £188.74 (£TBA net) village caretaker work cheque no. 273
161. Village Hall Management Committee – hall hire for meetings March to June 2005 £32.50 invoice dated 28th June (no invoice number) cheque to be raised
162. EALC annual affiliation fee shortfall invoice no. SI61/2005 £12.57 cheque to be raised
163. RCCE Membership annual subscription for 1st July 2005 to 30th June 2006 £50 cheque to be raised
164. **Audit Return and Accounts for year ending 31 March 2005**

All items of the Audit Commission's statutory Annual Return were checked and all boxes completed accordingly. The Chairman then duly signed sections 1 and 2. (NB this item was brought forward from the June meeting – minute No. 106). Mary Bryant will now return the form. **ACTION M. BRYANT**

165. **Financial Statement**

Members were given copies of the budget comparison report and bank reconciliation.

Cash at bank as at 30th June 2005:

Abbey	£	392.66
Standard Life Instant	£	3,050.69
Standard Life Notice	£	<u>24,147.05</u>
Total	£	27,590.40

166. **Risk Assessment** – the following was considered:

Risk – that the Parish Council could be sued for damages to members of the public caused by the Village Caretaker's work –

Solution public liability insurance taken out by the Village Caretaker – this has been done and we are awaiting a copy of the insurance certificate for the PC file (NB a copy of the cover note has been supplied) Clerk to follow up. **ACTION CLERK**

The following text was approved for adding to the Parish Council's Risk Assessment:

The Village Caretaker shall provide to the Parish Clerk a copy of his certificate of public liability insurance to the value of £1million and the renewed certificate shall also be copied to the Parish clerk on each subsequent anniversary. **ACTION CLERK**

167. **St. Stephens Church PCC**

A request had been received for assistance from the Church with regards to the upkeep of the churchyard. Costs were outlined. However, Mr Wakeling offered to organise some free help for this year. To be discussed at next meeting re next year.

168. **RCCE Village Halls Conference**

Members approved cost of Mary Bryant attending the above in October as topics under discussion including grant funding. Cost will be £13.

PLANNING

169. **Maldon District Draft Replacement Local Plan**

Members confirmed that they would like this to be circulated.

ACTION CLERK

170. **Maldon District Council Decisions**

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

FUL/MAL/05/00387 **COLD NORTON**
Conservatory
29 The Fairways, Cold Norton, Essex
Mr & Mrs Scott **APPROVED**

FUL/MAL/05/00468 **COLD NORTON**
Single story extension for kitchen
Directa Ltd., Latchingdon Road, Cold Norton
Head Office **APPROVED**

FUL/MAL/05/00501 **COLD NORTON**
Replacement Dwelling
1 Newport Avenue, Cold Norton
N. Brown **REFUSED**

FUL/MAL/05/00585 **PURLEIGH**
Alterations to existing annex & change of use to permit use of building as an independent dwelling
Foxwood, 3 Crown Road, Cold Norton
The Lambeth Family **REFUSED**

FUL/MAL/05/00356 **COLD NORTON**
Retention of timber fencing, walls and piers and construct new entrance
Norton Hall Farm, St. Stephens Road, Cold Norton
D. Bardwell **APPROVED**

AGR/MAL/05/00534 **COLD NORTON**
Submission of details to the siting, design & external appearance of a storage barn for straw and hay
Land off Burnham Avenue, Cold Norton
Blackwater Baling **APPROVED**

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

TPO/MAL/05/00565 19 Station Road. Mr G. Cornell. Crown lift to 3m, crown reduce and thin by 30% due to concerns that the tree could cause problems with the building. Weekly list dated 1.7.05. Response:

“Cold Norton Parish Council considers that the proposal contained in the above application would not be harmful and recommends that Maldon District Council should approve the application, providing that the work carried out on the tree is done so in accordance with TPO advice.”

AGR/MAL/05/00731 Norton Hall Farm, St. Stephens Road. D Bardwell. Erection of a fertilizer store. Weekly list dated 1.7.05. Response:

“Cold Norton Parish council objects to the proposal contained in the above planning application and recommends that Maldon District Council should REFUSE CONSENT. The reasons are as follows:

The proposed structure is visually intrusive in this rural environment
Because of the vast bulk of the proposed structure

FUL/MAL/05/00763 The Spinney, Farnbridge Road. Violet Bloomfield. Replacement dwelling. Weekly list dated 1.7.05. Response:

“Cold Norton Parish council to the proposal contained in the above planning application and recommends that Maldon District Council should REFUSE CONSENT. The reasons are as follows:

It is outside the development boundary
The dwelling proposed is too big
It will be too prominent
Consent to this application could lead to further development

FUL/MAL/05/00782 Three Rivers Golf & Country Club, Stow Road, Cold Norton. Mr T Peachy. Proposed Storage Barns, Ancillary Buildings and Guard Netting. Weekly List dated 15 July 05. Response:

“With regard to the proposal relating to Area 1 and the netting, Cold Norton parish Council considers that this development would not be harmful and recommends that Maldon District Council should approve this section of the application.

However, Cold Norton Parish Council objects to the proposal relating to Area2 in the above planning application and recommends that Maldon District Council should REFUSE CONSENT. The reasons are as follows:

The storage barn would be visually intrusive in what was a protected lane
This area is covered under the Crouch Valley Coastal Protection Scheme

FUL/MAL/05/00788. Old Whitmans Farm Hackmans Lane Purleigh. Mr A MacFadzean. Demolition of existing dilapidated house and construction of new dwelling. Weekly List dated 15 July 05. Response:

“Cold Norton Parish council objects to the proposal contained in the above planning application and recommends that Maldon District Council should REFUSE CONSENT. The reasons are as follows:

It is outside the development boundary
It is a huge dwelling
It will be set further back than the existing house
Will necessitate a further entrance

New Stable Building Ref. Minute No.117

Research through MDC planning department has revealed that a planning application for the stables in the area referred to was given consent on 20th January 2003 under FUL/MAL/02/01308.

172. **Weekly list of applications under Licensing Act 2003** – members advised that they only wished to see those which relate to Cold Norton. Re the village hall, whilst Members were advised that the VHMC treasurer had been on a training day run by the RCCE re this Act, Mr. Archer recommended that the VHMC be advised to contact Mike Hill at MDC re this new Act to ensure compliance. **ACTION CLERK**
173. **Toad Hall appeal decision** – members had been a copy of the results of this appeal, which was dismissed.
174. **Valentines Cottage, Crown Road.** Renewal of planning permission – Members were given a copy of the renewal letter sent
175. **HIGHWAYS AND ROAD SAFETY**

A member reported that a car has been sighted racing along St. Stephens Road. Number plate not known, but the car had a large exhaust and was red/green. Clerk to report to police. **ACTION CLERK**

Pedestrian Crossing

Clerk advised details of a telephone conversation with Mr. Trevor Williams on 13.7.05 – a site meeting with a senior safety engineer has taken place – there are safety concerns, so comparisons with other sites around the county are being investigated. Plus a further telephone conversation on 20.7.05 – all information is now in and a decision should be made within 2 weeks. Members asked Clerk to write to Mr Rodney Bass requesting that The Parish Council is informed of the situation and to have a chance to consider the findings at the next PC meeting on 7th September. **ACTION CLERK**

Village Sign – just over bridge near new house 30 mph – needs checking

Signs along Fambridge Road – need checking

Flooding on Greentrees Avenue near bungalows on right hand side

Pavements/path widths generally

Hedges at Palepit

Write to appropriate departments before the highways liaison meeting.

ACTION CLERK

176. **Annual Highways Liaison meeting** – to be arranged once holidays are over **ACTION CLERK**

177. **Gullies in Latchingdon Road**

Message from Rob Venables in e-mail of 16.6.05 – “The gullies in Latchingdon Road, Cold Norton have been made safe, but they won't be repaired until we carry out resurfacing soon, as they would have to be re-positioned at that time.

178. **Letter from Essex County Council re Locally Determined Programme** – section relating to Cold Norton discussed/noted.

179. **Letter from Purleigh Parish Council re parking in Howe Green Road.** Mr Charles Litscher declared an interest. Members asked Clerk to write and advise Purleigh Parish council that the person concerned has been notified and advised the PC that it is only for short periods of time at the beginning and end of the working day and the PC don't feel they can do anything as no laws are being broken. Suggest that the two parties liaise. **ACTION CLERK**

180. **VILLAGE HALL - REPORT FROM PARISH COUNCIL REPRESENTATIVES**

The VHMC is now without a chairman – Clerk to write to Sue Willis to thank her for all her work

ACTION CLERK

Village Hall project – Lottery funds are not available until 2006, details will be announced at RCCE conference, which Mary Bryant will attend. It has been agreed that kitchen quotes should be obtained. Next meeting has been set for Wednesday 28th September 2005. **ACTION M.BRYANT**

181. **VANDALISM/POLICE MATTERS**

Clerk advised phone call received from Mrs S. Davies re children lighting a BBQ in playing field. Mrs Davies was advised to contact local police. Mr Allen also checked the field, but could find no evidence of a BBQ.

Broken seat in churchyard – Clerk advised that this matter is already in hand with the village caretaker.

182. **DISTRICT COUNCILLOR'S REPORT**

Mr Archer advised that the Chief Executive had resigned today (20th July 2005). Re the PROM, work is not proceeding very well and is unlikely to be finished in 2005; allegations re contamination are untrue. Re Viking Transport the District Council is rethinking funding situation – no decision has been made yet. Support was requested from the members for this service to continue, Mr Archer advised that he will help all he can.

183. **OPEN SPACES**

Cowpiece Nature Reserve

Members advised the following had been noticed:

Pathways to pond need clearing

Litter

Bird boxes

Table needs cleaning

Clerk advised that some of these were already in hand with the village caretaker, but would ask him to include the rest in his work.

ACTION CLERK

Playing Field

Annual Inspection of play equipment

The RoSPA's report on the annual inspection of play equipment had already distributed to members. No comments were made. The village caretaker had also been given a copy of the report to implement work that was necessary.

Letter from Cold Norton Pre School Group, seeking consent for use of the playing field for a BBQ on 11 September 2005.

Consent was granted - clerk to write accordingly.

ACTION CLERK

Village Caretaker work

Request from Disabled Club for hedge by ramp to be trimmed back by Village Caretaker was approved by members.

ACTION CLERK

Members authorised the village caretaker carry out the following works he has identified;

Areas of corrosion on the play equipment need treatment and painting and the fence surrounding the play area needs treating with wood preservative.

Replenishment of bark chippings around play equipment (estimate 10 x 100 litres bags)

Dead beech tree on boundary of play area needs removing

Tensions wires and tensioners and some of the fasteners on the chain link fencing surrounding the play area need refurbishing and some replacements.

Some missing fasteners on the skate ramp that need replacing.

On the toddlers slide area the wooden steps in-filled with bark chippings need replacement with new wood and bark chippings (these would be in addition to the chippings estimated above)

Re the suggestion re car park boundary, the village caretaker to be asked not to proceed at present.

ACTION CLERK

184. **PUBLIC RIGHTS OF WAY**

Footpath 16, (ref minute no.136) plus footpaths 14 and 15 - Report from County Council Rights of Way Officer

E-mail dated 21 June from Chris Brown, re: Footpath 16 – path from Lower Burnham Road running northwards –

“This path (headlands & cross field) has now been cut, by our contractors, from St Stephens Road through to Lower Burnham Road. This was agreed after I had spoken with Graham Friedlein (landowner), Derek Bardwell (landowner) and Bill Greenwood (tenant farmer).

This path, together with FP's 14 and 15 (headlands only where they join with 16 which was also cut today) will now be added to our annual cutting schedule. I will monitor whether these paths need to be cut once or twice a year. I believe this problem has been resolved at last.”

Footpath 13 – to note, further to Minute No 134

Further to report from Kevin Ascott has reported that the stile entering the Footpath on to the golf course at the south end of St Stephens Road (Footpath 13) is damaged and is also covered in vegetation. He had suggested it would be better to have a "slip gate". E-mail from Mr. Brown on 15.6.05 says: -

"I will suggest to Three Rivers that we will install the permissive posts and at the same time remove the stile. If they say that they need a structure there, then I will suggest a kissing gate or staggered barrier but I am going to push for a gap there.

Our contractors will clear back the vegetation around that stile and also replace the old concrete fingerpost with a wooden one.

The missing way marker, I will replace."

Footpath 20

With reference to minute no.133 clerk was asked to follow up situation regarding this footpath.

ACTION CLERK

Footpath 14 - Back of De Laches Fencing

A member advised that this area is now very fouled. Clerk to talk to dog warden. Include in Beacon, request for this to cease.

ACTION CLERK

Railway Line Enquiry

No decision has yet been made.

185. COLD NORTON'S WEBSITE

Mr Wakeling offered to follow up current situation with Mr. Hallam.

CORRESPONDENCE

186. **Maldon District Council Solicitor** – re: conveyancing work. The Chairman read out the letter, which will now be filed for future reference.

187. TRAFALGAR WEEKEND – 21st 23rd October 2005

E-mail of 14.6.05 from Sue Bassett (Beacon.Millennium.org) – "With regard to lighting times, we are awaiting contact from the office of the VIP who is lighting the national beacon alongside HMS Victory, to confirm the time this beacon will be lit as it will be the first in the chain. Once this time has been confirmed we will write to all beacon organisers advising of lighting times. We anticipate that the chain of beacons will be lit some time between 7pm and 8pm but are unable to provide a definitive time until we receive official confirmation regarding the national beacon."

It was briefly discussed that the PC would like to hold an afternoon event to link with this – to be discussed further.

188. Beacon to rear of church

E-mail from Richard Holmes dated 13th July 2005 confirmed that the Beacon was inspected in January and that it will be inspected on an annual basis.

189. **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.)

None.

190. DATES OF FUTURE MEETINGS

Scheduled or provisionally scheduled to year-end: - Dates scheduled are: - Wednesday 7 September, Wednesday 5 October, Wednesday 2 November, and Wednesday 7 December.

Chairman.....

Date.....