

COLD NORTON PARISH COUNCIL

MINUTES OF THE MONTHLY MEETING OF THE PARISH COUNCIL HELD ON WEDNESDAY 4th July 2007 IN THE COMMITTEE ROOM OF THE VILLAGE HALL

THOSE PRESENT:

Councillors:

Mr. J. Archer
Prof L. Barclay
Mrs. G. Gold (Chairman)
Mr. C. Litscher
Mrs. A. McDonald
In attendance: Mrs. M. Dyer (Parish Clerk)

175. **APOLOGIES FOR ABSENCE** had been received from District Councillor John Sears and Parish Councillor Mr. P. Wakeling (via e-mail which was seen after the meeting)
176. **MINUTES OF THE ORDINARY MEETING of the Parish Council** held on Wednesday 6th June 2007 were approved and signed accordingly.

FINANCE

Payments

177. Dave Bull general village caretaker work invoice no 51 dated 29.06.07 22 hours £148.50 Cheque No. 570 (2 hours extra this month clearing footpaths and platform at Cowpiece)
178. MAIA Services for updating two pages on the web site (approved minutes for May and report from June meeting) Invoice no. 020707-2 dated 02.07.07 £17.62 (£15 net) cheque no. 571
179. Bradley Faulkner grass cutting for May and June TBA Mr Faulkner has had problem with his computer due to storm damage/cables down – still not received in time for meeting. However as the quote for this year's work has already been approved (see minute No. 573 March 2007) when invoices are received, cheques may be raised/signed before the next scheduled ordinary meeting in September.
180. Swintex dog waste bin, plus post and jubilee clips Invoice No. INV00997 dated 04.06.07 £109.98 (£93.60 net) Cheque No. 572 (NB cheque made payable to HSBC Invoice Finance (UK) Limited as requested in invoice).
181. Playsafety Limited inspection of play equipment and Cowpiece Invoice No. 77110887 dated 20.06.07 £223.25 (£190 net) NB this is £24 over what was allowed for in the budget as there are 8 extra items of play equipment above the average of 5 included in the main cost. Cheque No. 573
182. Winstonmead - paper for printer and photocopier plus 3 x black ink cartridges invoice No. 1/IC4876 dated 08.06.07 £39.24 (£33.40 net) Cheque No. 574.
183. EALC Freedom of Information and data Protection Training Course invoice no. ETP0722007 dated 22.06.07 £30 Cheque No. 575.
184. Rural Community Council of Essex (RCCE) membership from 01.07.07 to 30.06.08 £55 Cheque No. 576
185. M. Dyer office expenses £42.57 Cheque No. 577
186. ASAP Offices Ltd Internal Audit inv no.4508 dated 30.06.07 £266.68 (£226.96 net) Cheque No. 578
187. Inland Revenue Tax and National Insurance for the quarter ending 05.07.07 £0.88 Cheque No. 579

188. Financial Statement

Current balances:

Standard Life Direct Access as at 1 st June	£	125.38
Standard Life 10 Day Notice as at 17 th June	£	3,123.76
Abbey as at 1 st June 2007	£	<u>19,242.90</u>
	£	22,492.04

189. **Annual Return for the year ended 31st March 2007:** all items of the Audit Commission's statutory Annual Return were checked. The Chairman then duly signed sections 1 and 2. Clerk to now return the form to Lubbock Fine.

ACTION: CLERK

190. **Dale Hire Site Fencing:** Clerk advised cost of hiring site fencing for the sinking play equipment will be £38 per week excluding delivery of £15 and VAT.
191. **Change of signatory for Abbey** – papers were presented to be signed by Mr Barclay & Mr Wakeling

PLANNING

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

FUL/MAL/07/00356 Cold Norton
Retention of wall and gates to part of the east boundary of the property
Cranswick Lodge Victoria Road Cold Norton Essex
(UPRN - 100091257349)
Mr & Mrs L M Higginson **REFUSED**

FUL/MAL/07/00357 Purleigh
Barn comprising agricultural store, tractor and machinery store, and farm workshop.
Pale Pitt Farm Latchingdon Road Cold Norton Essex
(UPRN - 100091256500)
Mr D Carter **REFUSED**

FUL/MAL/07/00233 Cold Norton
Change of use of agricultural land to form part of domestic curtilage
Land North Of 29 Greentrees Avenue Cold Norton Essex
(UPRN - 200000909891)
Mr J P F & Mrs S Archer **APPROVED**

FUL/MAL/07/00412 Cold Norton
Demolish existing two dwellings and build one new five bed dwelling and one new four bed dwelling
(Resubmission of FUL/MAL/07/00084)
1 And 2 White Acres Crown Road Cold Norton Essex
(UPRN - 100091256511)
Mr Stewart James Rivers **REFUSED**

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

FUL/MAL/07/00635 Wyvern House, 29A St. Stephens Road, Cold Norton. TPO 15/96 remove T18 and T19 Oak trees (marked T1 and T2 on application). Week No 24 dated 15th June 2007:

Cold Norton Parish Council would like to state that they strongly object to this application per se because of the open threat made in the letter from the Solicitors (which forms part of the application), that a compensation claim will be pursued, should the application be unsuccessful.

The members of Cold Norton Parish Council would suggest that the application be resubmitted with this threat removed, so that the application with its supporting documentation may be considered on its own 'merits'.

FUL/MAL/07/00606 Directa UK Limited, 8 Latchingdon Road, Cold Norton. New warehouse and canopy. Week No. 24 dated 15th June 2007:

Cold Norton Parish Council has no objections to the proposed development contained in the above application, but to protect the privacy of nearby residents would recommend that approval of the application is only given with the proviso that screening is provided at the northern end of the new building.

FUL/MAL/07/00654 Valentine Cottage, Crown Road, Cold Norton. Change of use of garage and studio to affordable housing unit to replace mobile home. Week No. 25 dated 22nd June 2007:

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.

194. **Appeal Ref: APP/X1545/A/07/2035729 Land at rear of The Poppets, 30 Latchingdon Road, Cold Norton.** Summary of decision – the appeal was dismissed.
195. **MDC Planning Development Control Committee Areas** – details supplied to Members.
196. **Chelmsford BC Planning & Building Controls Services** - Submission Core Strategy & Development Control Policies Alternative Development Sites & Boundary Changes Consultation document. Members were advised that there are references to areas close to Cold Norton i.e. South Woodham, Danbury and Rettenden and that the consultation period closes 7th August 2007. It was agreed that no comment from the PC was required.
197. **Trees and TPOs** - Members were advised that the Tree Officer at MDC will hopefully be able to provide something informative /relevant information once the matter has been resolved re the Perrin and Ramage vs Northampton Borough Council case. It is also hoped to put together an event for Parishes in the future concerning TPOs etc.

HIGHWAYS AND ROAD SAFETY

198. **VAS Signs** – Councillor Archer confirmed that the modification has now been made to the sign at Crown Road, plus checks carried out with Mr Broad from Highways

199. **Highways Schedule**

Pram ramps at bridge – awaiting update

Drain at top of Station Crescent – update from Highways following site visit on 27th June 2007 and telephone conversation: “The plan is to install a “dropped kerb” (similar to those provided across domestic crossovers) approx 20mm above the existing channel level of Station Crescent. The existing gully will be repositioned to the Station Crescent side of the new kerb and the pipe runs checked. A fillet will be put behind the kerb in order to tie it in to the existing blacktop in Station Crescent.” Date to be advised for this work

Subsidence at sides of St. Stephens Road – scheduled for 19 – 24 July weather permitting, plus location of uneven road sign at Fambridge Road is being reviewed and a second will be erected near the bridleway entrance.

New signs Fambridge Road/St. Stephens Road – highways have confirmed stats all ordered for this work & Newport Ave. Clerk has spoken to farmer re trimming back the hedges to right.

Overgrowing vegetation on footways between Cold Norton & Stow Maries – has now been done.

St. Stephens Road drains outside school and one opposite No.7 – These have been jetted and Clerk has advised Highways that the problem is still occurring, but when highways visited they can see no sign of problem, drains don't look blocked – a visit is needed to see 'problem in action', Clerk or PC Members to contact Highways when this is the case.

**ACTION: PC MEMBERS/
CLERK**

Signs on road outside school – have been reinstated.

Road/Speed signs between Stow Maries and Cold Norton – awaiting date for larger signs to be erected, plus an additional sign will be positioned outside the golf club.

E-mail received 3rd July re overgrowing vegetation from bridge to County Produce – Clerk to speak to highways/landowner

ACTION: CLERK

E-mail received 1st July requesting removal (preferred option) of hedge/bush by notice board/bus stop opposite The Norton or drastic cutting back as it is obscuring vision for drivers exiting Victoria Road. Clerk to contact highways

ACTION: CLERK

VILLAGE HALL

200. **Report from Parish Council Representatives** - no smoking signs in place.
201. **VANDALISM/POLICE MATTERS** – no Police report available
202. **DISTRICT COUNCILLOR'S REPORT** – staff losses at MDC, so some positions are now jointly shared with Chelmsford BC. Promenade Park/Splash area open and very popular. Tickets now on sale for forthcoming Maldon Oyster Festival.

OPEN SPACES

203. **Cowpiece Nature Reserve** – if Maldon Volunteer group organiser is unable to find volunteers to undertake the fencing job (will know by 19th July) Clerk was given authorisation to ask the Village Caretaker to undertake the work at the price quoted.

ROSPA report supplied to all Members – Mrs Gold to consider and decide areas of report to be actioned and order of priority. **ACTION: MRS GOLD**

204. **Playing Field**

Trees from playing field overhanging private garden – one quote received, awaiting two further quotes. It was agreed that once these are received the Chairman should make the decision re the company to use.

Dance club fund raising event using playing field on 30th June 2007 was cancelled.

Sinking play equipment: director from manufacturer scheduled to inspect early July - no date yet. Site fencing in place plus warning signs.

ROSPA report supplied to all Members, as above in Minute No. 202 Mrs Gold to prioritise **ACTION: MRS GOLD**

Re bark in play areas should be 300mm – further estimates to be obtained for current type plus the wheelchair friendly type, also investigate grant which may be available for this new material.

**ACTION: CARETAKER/
CLERK**

Essex Playing Fields Training Seminar – Clerk to attend **ACTION: CLERK**

Village Caretaker has put 3 new swing seats up, the fourth was okay. The donated picnic bench is to be fixed. **ACTION: CLERK**

205. **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. The temporary security fence is now in place around the wooden play equipment and I have fitted a padlock and chain for ease of access.

Further to the report on the playground and equipment I continue to take steps to comply with its findings.

I have calculated from the bark chip manufacturers recommended usage tables that we would require 225 100litre bags or their equivalent at cost of £1008 to protect the area under the climbing frame plus the cost of a retainer for the bark chips.

The children's play area would require nearly five times this amount of bark chips; accordingly I have contacted a local supplier of safety matting for a quotation that I hope will prove to be more cost effective.

I have replaced the worn swing parts, seats, chains and fixings and the swings are back in use.

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

I have cleared the observation platform and footpaths in the Cowpiece nature reserve.

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.

- 206. Maldon District Play Strategy** - Maldon has been allocated £200,000 from the lottery fund for the development of play – first draft can be viewed on line, consultation process closes 20th July 2007
ACTION: MRS GOLD
- 207. Fambridge Junior Football** - Members had been supplied with a report /request to use the playing field for the coming season. Members agreed to the request at a fee of £10 per session
- 208. Beacon at back of Church** - Safety inspection has been requested through MDC – awaiting confirmation
ACTION: CLERK

PUBLIC RIGHTS OF WAY

- 209. Footpath 8 - trees** planted across permissive path in error have now been removed.
- 210. Footpath 13 (Golf Course)** - new gates – awaiting dates from golf club and PRoW.
ACTION: MR ARCHER
- 211. Footpath 14** - Possible rerouting – letter re alternative approach sent to landowner who advised that this cannot be considered. New dog bin can now be installed
ACTION: MR. LITSCHER
- 212. Footpath 15/New Bridleway** - PRoW has advised he will continue to endeavour to resolve the slippery slope problem. Some areas of bridleway will be cut back later in the year by volunteers from Essex Bridleways Association
- 213. Footpath 20** - on going re 'wet' problem PRoW trying to contact landowner re this section - no news yet.
- 214. Undefined Paths:**
CN14E - has been cut
CN23 - Landowner extending headland width, way marking still to be done – waiting confirmation.
CN24S - Landowner redefined 25th June
CN24N - Landowner contacted - will define – awaiting confirmation
CN25/26 - Informed as now defined, but still unconfirmed.
- 215. The Parish Paths Partnership Scheme (P3)/Footpath Map/Report to Parish Council – from Roger Hawes:**
Received induction into PPP from Mrs Fellingham, E.C.C., on 31st May along with Mr. Barclay and Clerk. PPP Information Manual, survey report forms and direction discs handed over. First task is surveying all the paths and bridleways for issues and problems. Mrs Fellingham surveyed FP19, Church to Latchingdon Road, with us to explain and identify the process. Footpaths 15, 23, 24, 25, 26 and part of 14 subsequently surveyed. Forward program: Continue surveying and include article in Beacon explaining PPP and invite volunteers.

- 216. **COLD NORTON'S WEBSITE** – review of information already supplied **ACTION: MRS GOLD**
- 217. **Emergency Planning** – Mrs Garnham working on book
- 218. **New Model Code of Conduct/Register of Members' Personal Interests** – Members agreed to adopt the new code with specific inclusion of paragraph 12(2). To comply, before the start of a meeting Members of the Public will be asked to indicate if they have any statements to make in respect of an agenda item. The Chairman will then decide if statements are to be made at the beginning of the meeting or when the agenda item is reached. Clerk to prepare copies of the agreed revised 'register of members' interests' form for all members to complete and sign.
ACTION: CLERK
- 219. **Vacancy on the Parish Council** - details will appear in July Beacon and on the three notice boards, plus in the Maldon & Burnham newspaper in the news from the parishes section.

CORRESPONDENCE

- 220. **ECC - Mobile Library Service** - New fortnightly service starts w/c 2nd July. Mobile library will call at Cold Norton Village Hall on alternate Wednesdays starting 4th July 1.30 pm to 2.15 pm
- 221. **Bus service** (subject raised by a village teenager re lack of appropriate service times suitable for teenagers). Clerk had advised members that this subject had been raised at the April meeting of the East Essex Transport Forum, Clerk to follow up, also to ascertain the results of the discussion at the June meeting of the Dengie Hundred Group of Parish Councils. **ACTION: CLERK**
- 222. **East Essex Transport Forum AGM Wednesday 18th July in South Woodham Ferrers** – no one available to attend
- 223. **The Ramblers/Essex Area Ramblers: request for new individual members** – Clerk to put a note in The Beacon **ACTION: CLERK**
- 224. **RCCE 2007 AGM Wednesday 11th July 7.30 pm at Channels Golf Club, Chelmsford** – no one available to attend
- 225. **Telephone message from Mrs Allen - thanking** PC Members for their letter on her retirement from the PC and to confirm that she will be a Community Governor at the school until December 2009. Mrs Allen also advised that as a body the PC has the right to make suggestions to the school and that if a vacancy for a community governor comes up the PC may suggest someone for this position.
- 226. **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 Paul advised situation re posts at top of Greentrees Avenue and that he is clearing Ferris Avenue path. Members thanked Mr Paul. Overgrown hedges/unkempt garden/patio at The Norton public house. Clerk to contact Highways/ the Publican. **ACTION: CLERK**

DATES OF FUTURE MEETINGS:

Scheduled or provisionally scheduled for 2007: 5th September, 3rd October, 7th November and 5th December.

Chairman.....

Date.....