

COLD NORTON PARISH COUNCIL

MINUTES OF THE MONTHLY MEETING OF THE PARISH COUNCIL HELD ON TUESDAY 14TH JULY 2009 IN THE COMMITTEE ROOM OF THE VILLAGE HALL

THOSE PRESENT:

Councillors:

Mr. J. Archer
Professor L. Barclay
Mrs G. Gold
Mr. P. Guppy (Chairman)
Mr. C. Litscher
Mrs. A. McDonald
Mr. P. Wakeling

In attendance: Mrs. M. Dyer (Parish Clerk)

152. **APOLOGIES FOR ABSENCE:** there were no absences.

153. **MINUTES OF THE ORDINARY MEETING of the Parish Council** held on Wednesday 3rd June 2009 and **MINUTES OF TWO EXTRAORDINARY MEETINGS** held on Tuesday 16th June 2009 and Wednesday 24th June 2009 were approved as correct and signed accordingly.

FINANCE

Approval of Payments

- 154. Dave Bull general village caretaker work Invoice No. 84 dated 26.06.09 £130.50 cheque No.780
- 155. BF Ground Maintenance grass cutting for June 2009 Invoice No.1964 dated 23.06.09 £258.75 (£225 net) Cheque No.781
- 156. Mr Philip Wakeling reference Death Certificate from Vital Certificates Ltd for Cyril May (ref legal work in connection with Big Lottery Grant/deed of dedication/village hall land – NB certificate is not for the correct Cyril May) £48.24 Cheque No. 782
- 157. RCCE photocopying of housing needs surveys and letters 420 x 12p per set Invoice No.RHE/TL dated 09.06.09 £50.40 Cheque No.783.
- 158. City Company Seals Limited Invoice No. E2537 dated 19.06.09 Seal for Cold Norton Parish Council purchased in connection with Village Hall Project/grant/deed of dedication £29.99 plus £10 p & p (£36.08 net) Cheque No. 784
- 159. Winstonmead office stationery 5 x black ink cartridges, 1 x colour ink cartridge, 1 x 4 hole puncher, 1 x heavy duty staple gun plus pack of staples (for putting notices on external notice boards) Invoice No.1/IM5700 dated 22.06.09 £113.14 (£98.39 net) Cheque No.785
- 160. NALC renewal of subscription to Local Council Review from June 2009 to May 2010 £13.50 Cheque No. 786
- 161. William Dyer delivery of questionnaires and envelopes ref housing needs survey to all homes in Parish (excluding 17 homes on extreme edge which were posted out) £38 Cheque No.787.
- 162. ASAP Office Services Internal Audit on 22nd June 2009 Invoice No.1003 dated 30.06.09 £83.36 (£72.49 net) Cheque No. 788
- 163. Playsafety Limited ROSPA inspection of play area and Cowpiece Invoice No.221327 dated 01.07.09 £237.48 (£206.50 net) Cheque No.789.
- 164. RCCE Renewal of membership from 1st July 2009 for one year £55 Cheque No. 790
- 165. Downey & Warren Quantity Surveyor and CDM Co-ordinator Services ref Village Hall Project Invoice No.DW2562/4 dated 12.06.09 £6,066.83 (£5,275.50 net) Cheque No.791.
- 166. WPP Architects Professional Services Invoice No.03.026/E02 dated 05.06.09 £5,234.80 (£4,552 net) Cheque No.792
- 167. E-on Energy Street lighting for May 2009 Invoice No. H7EACD37E dated 03.06.09 £38.54 (£36.70 net) taken by direct debit on 13.06.09.
- 168. Maria Dyer office expenses £36.98 (NB 6 weeks) Cheque No.793.
- 169. E-on Street lighting for June 2009 Invoice No. H8OBE6D8B dated 03.07.09 £38.54 (£36.70 net) taken by direct debit on 13.07.09.

170. **Financial Statement**

Current balances:

Standard Life Direct Access as at 1 st June 2009	£	135.21
Standard Life 10 Day Notice as at 17 th June 2009	£	396.01
Abbey as at 2 nd July 2009	£	<u>11,193.25</u>
	£	11,724.47

171. **Halloween Party for all Dengie Hundred children:** Councillors considered a request from Southminster Parish Council for a donation towards costs involved in running this event and agreed to send a donation of £30 and to display poster supplied. **ACTION: CLERK**

172. **Local Council Administration by Charles Arnold Baker 8th Edition** – Councillors approved the Clerk's request to purchase the latest edition at a cost of £52.50 via EALC (Currently using 6th edition from 2003). **ACTION: CLERK**

PLANNING

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

FUL/MAL/09/00050 Cold Norton
Change of use of Buildings 3 & 4 to workshop and ancillary office accommodation (B1 use)
The Aerodrome Hackmans Lane Purleigh Essex
(UPRN - 010013996794)
Stow Maries Aerodrome **APPROVED**

FUL/MAL/09/00212 Cold Norton
Construction of replacement boundary wall and gates
St Andrews Station Road Cold Norton Essex
(UPRN - 100091257157)
Mr & Mrs A. Ashworth **APPROVED**

FUL/MAL/09/00237 Cold Norton
Emergency services access way
The Aerodrome Hackmans Lane Purleigh Essex
(UPRN - 010013996794)
Stow Maries Aerodrome **APPROVED**

CON/MAL/09/00251 Cold Norton
Demolition of dwelling and grain store in order to erect 2 no. aircraft hangers
The Aerodrome Hackmans Lane Purleigh Essex
(UPRN - 010013996794)
Stow Maries Aerodrome **GRANT CONSERVATION AREA CONSENT**

FUL/MAL/09/00159 Cold Norton
Demolition of existing building. Erection of 6 two storey dwellings contained in two blocks of terracing.
Erection of 4 flats also containing a ground floor commercial unit. Alteration to vehicular access.
The Norton 54 Latchingdon Road Cold Norton Essex
(UPRN - 100091446524)
Norton Heights **REFUSED**

FUL/MAL/09/00252 Cold Norton
Conversion of Buildings 9 and 12 (former MT sheds and stables) to B1 use and Model Flying Club accommodation
The Aerodrome Hackmans Lane Purleigh Essex
(UPRN - 010013996794)
Stow Maries Aerodrome **APPROVED**

FUL/MAL/09/00326 Cold Norton
Retention of single storey ornamental oriental style tea house
10 The Fairways Cold Norton Essex CM3 6JJ
(UPRN - 200000909855)
Derek Verlander **APPROVED**

AGR/MAL/09/00322 Cold Norton
General agricultural storage building
Norton Hall St Stephens Road Cold Norton Chelmsford
(UPRN - 100091257122)
Derek George Bardwell **APPROVED**

FUL/MAL/09/00250 Cold Norton
Re-instatement of airfield and erection of 2no. aircraft hangers to match former buildings on site
The Aerodrome Hackmans Lane Purleigh Essex
(UPRN - 010013996794)
Stow Maries Aerodrome **APPROVED**

FUL/MAL/09/00300 Cold Norton
Erection of Aircraft Hanger
The Aerodrome Hackmans Lane Purleigh Essex
(UPRN - 010013996794)
Stow Maries Aerodrome **APPROVED**

FUL/MAL/09/00318 Cold Norton
Entrance gates
Bluebell Barn Lower Burnham Road Cold Norton Essex
(UPRN - 010000237580)
Mr Grant Smith **APPROVED**

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

FUL/MAL/09/00489 Bay Lodge, 1 Newport Avenue, Cold Norton. Relocation of approved single storey garage with WC, store and loft room. Week No.25 dated 19th June 2009:

Cold Norton Parish Council objected to the original proposal for this single storey garage.

The Parish Council OBJECTS to the relocation of this single storey garage and recommends that Maldon District Council REFUSE CONSENT.

The Parish Council's reasons for this recommendation are:

- It is still outside the village development boundary and therefore still contravenes local plan policy S2
- The vast scale of the proposed development – the building is still too large for this site

FUL/MAL/09/00512 Bardwells Yard, Latchingdon Road, Cold Norton. Demolition of existing industrial units and erection of ten 3, 4 and 5 bedroom dwellings and associated parking. Week No.26 dated 16th June 2009:

Cold Norton Parish Council OBJECTS to the proposal contained within the above application and recommends that Maldon District Council REFUSE CONSENT.

The Parish Council's reasons for this recommendation are:

- The Parish Council objects to the change of use: this site should be kept as a place of employment - part of Maldon Districts Council's latest Local Development Framework (LDF) 'Policy Response' in regards to employment land states: "*Focus on the retention, improvement and regeneration of existing key employment allocations*" and "*Maintain smaller allocations across the district to keep up with local needs*"
- Highway issues and safety concerns:
 - the access road is a single track which is inadequate for the proposed development
 - access and sight line onto the main road
 - there are no pavements into the development
 - access for emergency vehicles

- The actual development – too many properties proposed within the area, giving rise to ‘density’ issues and concerns
- The tree issue – the proposal indicates removal of trees, but with no replacements included.

FUL/MAL/09/00521 42 Latchingdon Road, Cold Norton. Removal of existing single storey extension and erection of two storey side extension with alteration to roof style. Week No.27 dated 3rd July 2009:

Cold Norton Parish Council OBJECTS to the proposal contained within the above application and recommends that Maldon District Council REFUSE CONSENT.

The Parish Council’s reason for this recommendation is:

- over development of the site - because of the significant scale of the proposed extension to a property in such a prominent location

FUL/MAL/09/00559 PP-00768732 6 Station Crescent, Cold Norton. Proposed erection of a side extension consisting of new replacement garage and an extended kitchen with roof alterations over, to accommodate a loft conversion. Week No. 28 dated 10th July 2009:

Cold Norton Parish Council OBJECTS to the proposal contained within the above application and recommends that Maldon District Council REFUSE CONSENT.

The Parish Council’s reason for this recommendation is:

- the vast scale of the development/over development of the site.

- 175. Housing Needs Survey** – Members were advised that all homes have received a questionnaire and return envelope with a completion/return date of 17th July 2009. RCCE have advised that results should be supplied to the Council during September.

HIGHWAYS AND ROAD SAFETY

176. Highways Schedule

Pram ramps at bridge: Advised by Highways that a pram ramp on the north side of the carriageway near the bridge will be constructed at the same time as those on St Stephen’s Road, but Highways would like a site visit with a member of the PC to discuss this. Mr Litscher offered to attend this meeting/Clerk to organise

**ACTION: CLERK/
MR LITSCHER**

Overgrowing vegetation from bridge to Junction Road – on Highways schedule will be cut back after nesting season, which ends on 31 July.

Flooding along footpath behind Latchingdon Road: Advised by Highways that they are in liaison with Essex and Suffolk Water to determine the source of the water leak and the appropriate body will then need to take remedial action.

Various: signage, tripping hazards, overhanging vegetation and worn out pavements/footways – all reported to highways: Advised by Highways that a site visit is scheduled for Thursday 16th July to look at defective covers on St. Stephens Road, but no update re other items yet.

VAS Sign opposite Three Rivers – Councillors approved alternative site opposite empty plot of land recommended by Engineer. Clerk to advise Highways accordingly.

ACTION: CLERK

Speeding cars from bridge towards Palepit Roundabout. Following discussion it was agreed that the Clerk should write to Mr Norman Hume about this problem citing improvements made to Stow Maries footways near The Prince of Wales and that Mr Archer should invite Mr Hume to visit the area concerned.

**ACTION: CLERK/
MR ARCHER**

Addition to Crown Road Street sign - Councillors requested Clerk report this to MDC
ACTION: CLERK

VILLAGE HALL

177. **Report from Parish Council Representatives** (Re last VHMC meeting held on 30th June 2009): PC Rep reported that there were concerns re timing/storage issues in relation to hall closure. In respect of the 'Outcomes/Milestones' expected to be achieved as a result of the expansion programme by the Big Lottery Grant the PC Rep suggested that the VHMC couldn't take full responsibility to achieve these without the support of the Parish Council. Mr Wakeling responded that the goals set would be the VHMC's responsibility, but that help would be forthcoming from the Village Hall Project Team. The Parish Councillors expressed congratulations to the VHMC for the splendid Train Event and the resulting profit.
178. **Village Hall Project:** Mr Wakeling advised that tenders were now in, but that further meetings were needed to discuss these with the Architect, Surveyors etc – an extraordinary meeting of the Parish Council will be called after this to update Members and obtain approval to proceed.
ACTION: MR WAKELING

VANDALISM/POLICE MATTERS

179. Police attendance/report not available due to sickness. No change to matters advised in June minutes.
180. **DISTRICT COUNCILLOR'S REPORT:** District Councillor John Archer advised budgetary talks are still ongoing - if there is a shortfall reserves may need to be used; in relation to Brownstock Members were advised that there were no adverse reports from the Police, MDC staff were on hand to record/control noise levels, generally there were no major problems - Mr Archer advised that he had only received 3 complaints. In regards to the Crossrail Project Mr Archer advised that this may now not proceed.

OPEN SPACES

181. **Cowpiece Nature Reserve:** ROSPA report received **ACTION: MRS GOLD**
182. **Playing Field:** Tiling around swings Mr Guppy obtaining quotes. **ACTION: MR GUPPY**
Hole by side of hard standing – has been filled in and sandpit in enclosed play area – has been converted to a play shelter.
ROSPA report received **ACTION: MRS GOLD**
Members agreed to Pre School Camp out on July 18th several conditions were attached to this permission including no fires to be lit, no dogs to be taken onto the field and all rubbish to be taken away.
183. **Village Caretaker work** – report for June:

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

I continue to clear round the playground and car park area by the village hall. Further to our telephone conversation I shall continue to monitor the graffiti on the village hall and playground.

I have converted the sandpit into a play shelter as per our telephone conversation.

The play ground graffiti is an ongoing problem and I will continue removing it as it is reported. Broken bottles on the playing field and in the fenced play area also seem to be an ongoing problem.

I have noticed that there is some rubbish tipping at the substation by the bridge and by the old pub.
I have fitted the new fixing posts to the picnic table.

184. **Essex Youth Bus:** Members were given a report re the three trial sessions and advised that whilst these had proved successful that due to staffing levels no further sessions are possible at present.
185. **Allotments: Members were advised that** Legal paperwork is in hand and that Clerk had received a query re a strip of land between allotments and Victoria Road where there are apparently brambles and an old armchair - Clerk is awaiting a response from the allotment group.
ACTION: CLERK
186. **Parish Inspection:** next one to be arranged **ACTION: MR GUPPY**

PUBLIC RIGHTS OF WAY

187. **Footpaths 23, 25 and 26 -** Awaiting confirmation from PRoW re fingerpost for FP23 which is close to the road. Landowners have been contacted to reinstate the footpaths
188. **Footpath Maps:** Roger Hawes has applied for financial support from P3 towards these
189. **Footpath 13:** PRoW arranging for fingerpost to be up righted.
190. **COLD NORTON'S WEBSITE:** Minutes and Parish Council news pages now up to date and the "What's On" with contact names and phone numbers page has also been updated.
191. **EMERGENCY PLANNING/PROCEDURES:** Members were advised that Mrs Garnham has had some volunteers come forward to help with the emergency plan and is planning to have a meeting with the MDC Emergency Planner and the helpers in the Autumn for the handover of the log book etc and to set up some emergency exercises.

TRAINING/CONFERENCES/MEETINGS.

192. **NALC (National Assoc of Local Councils) Annual Conference & Exhibition 4th & 5th September in London** – no one available to attend
193. **MDC Parish Plans Event Monday 14th September 12 noon to 5pm at Wickham Bishops** - noted
194. **NALC 2009 Leadership Academy 3 day event 15th – 18th September 2009 at Warwick University** - noted
195. **Globe Regeneration/Rural Services Network 'Public Service Delivery in Rural England' Tuesday 22nd September 2009 at Birbeck College, London** – noted

CORRESPONDENCE

- 196. **MDC letter dated 11th June 2009 – Maldon District Conservation & Design Awards 2009** – no suggestions for nominations this year.

- 197. **Rural Community Network:** Members were advised that at present the Clerk receives the Weekly Digest and then forwards to Members. Members were asked if they would like to receive the digest direct – all Members declined the offer
ACTION: CLERK

- 198. **ECC Making the Links June issue and information re next round of CIF Grants:** received and noted

- 199. **Essex Registration Service (births, deaths, civil partnerships and marriages):**
Service Modernisation Consultation
ACTION: MRS GOLD

- 200. **THE NORTON PUBLIC HOUSE - Mr Guppy** gave a brief update

- 201. **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 2009: 2nd September, 7th October, 4th November and 2nd December and in 2010 – Wednesday 13th January.

Due to the hall closure Clerk advised that a provisional booking had been made to use the Purleigh Pavilion in Howe Green Road for all these meetings – at a reduced rate of £12 per meeting. Members agreed/noted.

Chairman.....

Dated.....