

# COLD NORTON PARISH COUNCIL

## MINUTES OF THE MONTHLY MEETING OF THE PARISH COUNCIL HELD ON WEDNESDAY 2<sup>ND</sup> SEPTEMBER 2009 IN THE COMMITTEE ROOM OF THE VILLAGE HALL

### THOSE PRESENT:

#### Councillors:

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

**In attendance:** Mrs. M. Dyer (Parish Clerk)  
Plus 3 members of the Public

215. **APOLOGIES FOR ABSENCE:** had been received from Mr Archer, Mrs Gold and District Councillor John Sears
216. **MINUTES OF THE ORDINARY MEETING of the Parish Council** held on Tuesday 14<sup>th</sup> July 2009 and **MINUTES OF AN EXTRAORDINARY MEETING** held on Wednesday 29<sup>th</sup> July 2009 were approved as correct and signed accordingly.

### FINANCE

#### Approval of Payments

217. Dave Bull general village caretaker work Invoice 85/86 dated 01.09.09 45 hours £326.50 plus invoice No. 87 dated 31.08.09 for material (bark chippings, rose compost, rose food and 2 rose bushes) £34.95 (£30.39 net) Total £361.45 (£356.89) Cheque No.798
218. Winstonmead office stationery 2 x black ink cartridges, 1 x colour ink cartridge, paper for printer and photocopier Invoice No.1/IN9943 dated 28.08.09 £52.67 (£45.80 net) Cheque No.800.
219. E-on Energy Street lighting for July 2009 Invoice No. H82C93046 dated 07.08.09 £38.54 (£36.70 net) taken by direct debit on 17.08.09.
220. Maria Dyer office expenses £33 Cheque No.801
221. Cold Norton VHMIC Invoice dated 23.07.09 hire of committee room for PC meetings from March to July 09 inclusive including APM. 13 1/2 hours @ £4.25 £57.38 Cheque No. 802.
222. Harvey Escott Solicitors Invoice No.004258 dated 30.07.09 professional fees re Big Lottery Fund grant £2,011.38 (£1,772.50 net) breakdown: £1,592.50 - letters, faxes, e-mails phone calls and time charges, plus £170 for various land registry fees. NB £160 paid towards land registry fees cheque No.746 19.03.09 and £900 cheque No.777 10.06.09, therefore to pay £951.38 (£712.50 net) Cheque No.803.
223. BT Payphone at village hall invoice no QO364R dated 12.08.09 £39.79 (£34.60 net) Cheque No.804.
224. Public Works Loan Board Reference 320 07310 £1,098.90 will be taken by direct debit on 21.09.09.
225. Southminster Parish Council Donation re Halloween Parties for Dengie children as agreed at July meeting (ref minute No.171) £30 Cheque No.805.
226. Friends of Essex Heritage annual membership renewal £15 Cheque No.806.

#### 227. Financial Statement

##### Current balances:

Standard Life Direct Access as at 1 <sup>st</sup> August 2009	£	135.21
Standard Life 10 Day Notice as at 17 <sup>th</sup> Aug 2009	£	404.93
Abbey as at 3 <sup>rd</sup> August 2009	£	<u>12,257.14</u>
	£	12,797.28

228. **Remembrance Poppy Wreath:** having discussed alternatives available from a local florist the Members agreed to purchasing The Royal British Legion wreath for £19, plus to give a donation to the RBL of £11. **ACTION: CLERK**

## PLANNING

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

**FUL/MAL/09/00413 Cold Norton**  
Construction of 3 ponds and related access-ways  
The Aerodrome Hackmans Lane Purleigh Essex  
(UPRN - 010013996794)  
Stow Maries Aerodrome **APPROVED**

**FUL/MAL/09/00489 Cold Norton**  
Relocation of approved single storey garage with WC, store and loft room  
Bay Lodge 1 Newport Avenue Cold Norton Essex  
(UPRN - 100091446709)  
Nick Brown **APPROVED**

**FUL/MAL/09/00521 Cold Norton**  
Removal of existing single storey extension and erection of two storey side extension with alteration to roof style  
42 Latchingdon Road Cold Norton Essex CM3 6JG  
(UPRN - 100090555258)  
Jay Brunning **REFUSED**

**AGR/MAL/09/00637 Cold Norton**  
Grain store  
Barn Farm Lower Burnham Road Cold Norton Essex  
(UPRN - 100091256897)  
E G & A Lancaster **PRIOR APPROVAL NOT REQUIRED**

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

**FUL/MAL/09/00682 Pensarn, Lower Burnham Road Latchingdon.** Roof conversion, side extension and conservatory to bungalow. Week No.33 dated 15<sup>th</sup> August 2009:

Cold Norton Parish Council has NO OBJECTIONS to the works proposed within the above application.

**FUL/MAL/09/00449 Barn Lea, Lower Burnham Road, North Fambridge.** Small hay barn. Week No.34 dated 21<sup>st</sup> August 2009:

Cold Norton Parish Council has NO OBJECTIONS to the retrospective planning requested within the above application.

**FUL/MAL/09/00694 Stow Maries Aerodrome, Hackmans Lane, Purleigh.** Renovation of WW1 water tower. Demolition and rebuilding of brick piers. Week No.34 dated 21<sup>st</sup> August 2009:

Cold Norton Parish Council has NO OBJECTIONS to the works proposed within the above application.

**CON/MAL/09/00695 Stow Maries Aerodrome, Hackmans Lane, Purleigh.** Renovation of WW1 water tower. Demolition and rebuilding of brick piers. Week No.34 dated 21<sup>st</sup> August 2009:

Cold Norton Parish Council has NO OBJECTIONS to the works proposed within the above application.

**FUL/MAL/09/00696 PP-00805610. Stow Maries Aerodrome, Hackmans Lane, Purleigh** Renovation of former pilots' ready rooms and erection of 2 no. wind socks. Week No. 34 dated 21<sup>st</sup> August 2009:

Cold Norton Parish Council has NO OBJECTIONS to the works proposed within the above application.

**FUL/MAL/09/00698 PP-00805625. Stow Maries Aerodrome, Hackmans Lane, Purleigh.** Renovation of former generator house to provide living accommodation for site security manager. Week No. 34 dated 21<sup>st</sup> August 2009:

Cold Norton Parish Council has NO OBJECTIONS to the works proposed within the above application providing it is linked to the heritage usage of the site.

If planning permission is granted by Maldon District Council the Councillors would like to see a condition attached to the consent which will only allow use of this living accommodation by the person employed on the site in the security role indicated in the application.

**FUL/MAL/09/00699 Stow Maries Aerodrome, Hackmans Lane, Purleigh.** New and replacement huts for WW1 Museum. Week No. 34 dated 21<sup>st</sup> August 2009:

Cold Norton Parish Council has NO OBJECTIONS to the works proposed within the above application.

**FUL/MAL/09/00700 Broadacres, Hackmans Lane, Purleigh.** New replacement dwelling. Week No. 34 dated 21<sup>st</sup> August 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 site for the new replacement dwelling is outside the village development boundary and therefore contravenes local plan policy S2
- the new dwelling is being proposed in open countryside and is contravening local plan policy CC6 – landscape protection
- the development is proposed in a conservation area so is therefore contravening local plan policy BE13, which is in place to protect the character and appearance of conservation areas

**FUL/MAL/09/000716 Two Square, St. Stephens Road, Cold Norton.** Demolish dwelling house, garage, sheds and all other outbuildings, erect replacement dwelling house and cart lodge and change of use nursery/garden centre to domestic garden and garden to orchard/paddock. Week No.35 dated 28<sup>th</sup> August 2009:

Cold Norton Parish Council has NO OBJECTIONS to the works proposed within the above application

It was noted that this decision is not in accordance with the Council's planning guidelines, but was exceptionally accepted since the location, the plot size and the design proposed were of such a standard that the proposal merited acceptance

231. **Housing Needs Survey:** Results of survey passed to Members. Clerk to confirm provisional booking with Rural Housing Enabler for October meeting to discuss results and next stage.

**ACTION: CLERK**

## **HIGHWAYS AND ROAD SAFETY**

### **232. Highways Schedule**

Pram ramps at bridge: Mr Litscher met with Highways and was advised that this will be actioned at same time as St. Stephens Road pram ramp.

Overgrowing vegetation from bridge to Junction Road – still awaiting action by Highways

Flooding along footpath behind Latchingdon Road – residents still in communication with Highways.

Various: signage, tripping hazards, overhanging vegetation and worn out pavements/footways – all reported to highways – awaiting update.

VAS Sign opposite Three Rivers – new location as suggested by Highways agreed at July meeting – Highways duly informed.

Speeding cars from bridge towards Palepit Roundabout – Mr Archer inviting Norman Hume to visit plus letter to be sent re footways etc.

Addition to Crown Road Street sign – Clerk to follow up with MDC **ACTION: CLERK**

St. Stephens Road Pram Ramp – Mr Guppy advised that he had contacted Highways and was awaiting a site meeting.

Overhanging branches near zebra crossing – Clerk to contact housing association  
**ACTION: CLERK**

Clerk was requested to follow up all outstanding items above in writing to Highways  
**ACTION: CLERK**

233. Members were advised that whilst the traffic lights at Rettenden Turnpike were turned off in the summer traffic appeared to flow more smoothly – Clerk was requested to write to ECC Highways to suggest an experimental trial be carried out.  
**ACTION: CLERK**

#### VILLAGE HALL

234. **Report from Parish Council Representatives:** no report - next VHMC meeting scheduled for 15<sup>th</sup> September 2009.

235. **Village Hall Project:** Mr Wakeling updated Members.

#### VANDALISM/POLICE MATTERS

236. Graffiti on hoarding on site of Old Fire Station still hasn't been removed despite assurance from owners to Mr Litscher that they would do so. Clerk to write.  
**ACTION: CLERK**

#### DISTRICT COUNCILLOR'S REPORT

237. District Councillor John Sears had provided a written report for the Members confirming that MDC's Chief Executive will be leaving on 15<sup>th</sup> October 2009 and that in the short / medium term, other 'heads of service' would be 'acting up' to cover, as they have in the past on Annual Leave occasions. Budgets continue to be reviewed to try and achieve savings.

#### OPEN SPACES

238. **Cowpiece Nature Reserve:** ROSPA report being reviewed **ACTION: MRS GOLD**

239. **Playing Field:**

Tiling around swings – Mr Guppy getting quotes

Sandpit in enclosed play area – has been converted to a play shelter but has suffered recently from some damage - Caretaker has made temporary improvements.

Re dog fouling notice for playing field – Clerk to follow up with MDC **ACTION: CLERK**

ROSPA report – Mrs Gold reviewing

Pre School Camp out – Members were advised that this took place on July 18<sup>th</sup> & appeared to go well.

Caretaker has advised that boat has been vandalised again – Clerk to talk to Caretaker and if he advises that it is not worth repairing again it should be removed.  
**ACTION: CLERK**

**240. Village Caretaker work – report for July/August:**

In the Queen Mother Memorial garden I continue to inspect and tidy the area and tend to the roses. I have removed and replaced two dead roses, replaced some of the compost and renewed the bark mulch and continue to feed and water the garden.

I continue to clear round the playground and car park area by the village hall.

There have been many instances of vandalism at the playground throughout the school holidays, the sandpit shelter has been turned over several times, the boat toy has been broken, fences have been damaged, rubber mats under the swings removed, picnic tables pulled up and moved and waste bins emptied on the playground, playing field and car park. (All incidents have been photographed)  
I repair the equipment as soon as is practicable.

The continued dry weather is causing both the playing field and the playground to crack and fissure.

I will replace the missing fence panel at the playground as soon as can arrange delivery of a new one.

I have located what I believe to be the damaged fencing this (chain link) would have to be replaced by a fencing contractor.

The Skate Board Ramps are being damaged by people riding BMX bikes over them.

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

I have noticed that there is still some rubbish tipping at the substation by the bridge and in St Stephens Road near the dog bin and the nature reserve.

I have cleared footpaths and the picnic and seating area at cow piece and remove rubbish weekly.

- 241. Allotments:** re transfer - land registry form has been signed and sealed. Still awaiting update from allotment team re a strip of land between allotments and Victoria Road where there are apparently brambles and an old armchair.

**PUBLIC RIGHTS OF WAY**

- 242. Footpath 13 - PRoW** arranging for fingerpost to be up righted. Members advised that if this can't be done shortly that Clerk is to arrange a local tradesman to undertake the work.

**ACTION: CLERK**

- 243. Footpath 20 - Encroachment –** awaiting update from PRoW

- 244. Footpaths 23, 25 and 26 –** Mr Wakeling advised that reinstatement of FP23 and FP26 had been carried out and that a particularly good job had been carried out on FP23 and requested that the Clerk write accordingly to the landowner. Condition of FP25 TBA. Awaiting confirmation from PRoW re fingerpost for FP23 which is close to the road.

**ACTION: CLERK**

- 245. EMERGENCY PLANNING/PROCEDURES:** Professor Barclay offered to attend the special emergency planning meeting at MDC on 14<sup>th</sup> September when 'Rest centre' boxes will be available.

**TRAINING/CONFERENCES/MEETINGS.**

- 246. Essex Heritage Trust Annual Meeting Thursday 10<sup>th</sup> September 7pm at The Coach House, Marks Hall, Coggeshall.** Noted by Members

247. **MDC Parish Plans Event Monday 14<sup>th</sup> September 12 noon to 5pm at Wickham Bishops** – no one available to attend.
248. **P3 AGM 17<sup>th</sup> September 2009 2 – 6 pm at RCCE offices in Feering** – Members were advised that Roger Hawes CN P3 Rep is unable to attend. No Members available to attend either.
249. **Making the Links Annual Partnership Event 23<sup>rd</sup> September from 3.10pm to 5.30pm followed by Essex Assoc of Local Councils AGM starting at 6.50pm at Plantation Hall , Heybridge.** No Members available to attend, Clerk to attend. **ACTION: CLERK**
250. **NHS Mid Essex AGM Wednesday 23<sup>rd</sup> September 2009 4 pm to 6 pm Chelmsford City Football Club** – noted by Members
251. **Society of Local Council Clerks Regional Conference for East of England Thursday 24<sup>th</sup> September 2009 10 am to 3.45 pm Chilford Hall, Linton, Cambridgeshire** – noted (Clerk unable to attend).
252. **RCCE Village Hall Conference Saturday 10<sup>th</sup> October 2009 10am to 3.30pm at Salings Village Hall, Braintree.** No Members available to attend, Clerk advised that a member of the VHMC may be attending – TBA.
253. **Essex Training Partnership “Law & Procedures” Tuesday 20<sup>th</sup> October 2009 9.30 am to 3.30 pm in Great Dunmow.** Mr Litscher to attend **ACTION: CLERK**
254. **EALC Maldon District Meeting Tuesday 10<sup>th</sup> November 2009 at Wickham Bishops Parish Hall** – date noted by Members
255. **RCCE “Introducing Community Development Work” Tuesday 17<sup>th</sup> November 2009 in Feering** – noted.
256. **Local Community Liaison Council (re Bradwell Power Station).** Members were advised that the December meeting has been changed to 9<sup>th</sup> December. Professor Barclay and Mr Litscher advised that they both hope to be able to attend.
257. **Dengie Hundred Group of Parish Councils – Wednesday 16<sup>th</sup> September 7.30 pm at The Victory Hall, Mundon.** Mr Guppy advised that he plans to attend.

#### **CORRESPONDENCE**

258. **NALC – Direct information Service (DIS) offer to subscribe to this service, sample issue and costs supplied** – to be included on October agenda for consideration. **ACTION: CLERK**
259. **E-mail from local resident/Clerk response re vegetation along Latchingdon Road.** Members advised no further comments, but requested that Clerk suggest that the Resident may wish to contact The Norton committee direct to pass on her praise for their work. **ACTION: CLERK**
260. **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 Guppy advised that a donation of anti-graffiti paint had been passed to him by a resident. This will be passed to the Caretaker and Clerk to write to the donor **ACTION: CLERK**

**DATES OF FUTURE MEETINGS:** Scheduled or provisionally scheduled for 2009: 7th October, 4<sup>th</sup> November and 2<sup>nd</sup> December and in 2010 – Wednesday 13<sup>th</sup> January.

These meetings will all be held in the Purleigh Pavilion in Howe Green Road.

Chairman.....

Date.....