

# COLD NORTON PARISH COUNCIL

## MINUTES OF THE MONTHLY MEETING OF THE PARISH COUNCIL HELD ON WEDNESDAY 17<sup>th</sup> DECEMBER 2008 IN THE COMMITTEE ROOM OF THE VILLAGE HALL

### THOSE PRESENT:

#### Councillors:

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

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

358. **APOLOGIES FOR ABSENCE** had been received from Mrs A. McDonald
359. **MINUTES OF THE ORDINARY MEETING of the Parish Council** held on Wednesday 12<sup>th</sup> November 2008 were approved as correct and signed accordingly.

### FINANCE

#### Approval of Payments

360. Dave Bull general village caretaker work invoice No.73 dated 13.12.08 £166.75 (includes 3 hours for vandalism work) Cheque No.719.
361. BF Ground Maintenance Grass Cutting for November Invoice No.1794 dated 27.11.08 £264.38 (£225 net). NB this was the last cut scheduled for this year. Cheque No.720
362. BF Ground Maintenance. To fill hole at goal post with topsoil, rake, level and seed Invoice No.1789 dated 17.11.08 £141 (£120 net) Cheque No.720.
363. Winstonmead Stationery: 5 x black ink cartridges, 1 x colour ink cartridge, 5 x 500 sheets 80gsm whit paper for printer and photocopier, 1 x 500 sheets 100gsm white paper for letters and 1 x toner for photocopier Invoice No. 1/114439 dated 17.11.08 £104.44 (£88.89 net) Cheque No.721
364. British Telecom public payphone at village hall Invoice No.Q033T9 dated 12.11.08 £ 52.06 (£45.42 net) Cheque No.722.
365. Society of Local Council Clerks Membership renewal for 2009 £105 Cheque No.723.
366. Maria Dyer office expenses £31.25 Cheque No.724
367. E-on Energy Street lighting for November 2008 Invoice No. H7368A2B5 dated 04.12.08 £38.54 (£36.70 net) will be taken by direct debit on 14.12.08.
368. Inland Revenue TAX/NI to 05.01.09 £96.01 Cheque No.725

#### 369. Financial Statement

##### Current balances:

Standard Life Direct Access as at 1 <sup>st</sup> Dec 2008	£	135.21
Standard Life 10 Day Notice as at 17 <sup>th</sup> Nov 2008	£	396.01
Abbey as at 1 <sup>st</sup> December 2008	£	<u>16,319.45</u>
	£	16,850.67

370. **St. Stephens Parochial Church Council:** following receipt of further information being supplied the request for financial support with regards to the headstones requiring attention in the cemetery was discussed and it was agreed to give a donation of £500 to the PCC towards these works. Clerk was also requested to write to the PCC regarding the cost of The Beacon. **ACTION: CLERK**
371. **St fm Radio Station** – a request for financial support. The Councillors decided that the PC is unable to help this time. **ACTION: CLERK**

## PLANNING

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

**FUL/MAL/08/00970 Cold Norton**  
Installation of solar hot water panels upon front roof slopes  
The Old Coal Yard Land Adjoining 1 Latchingdon Road Cold Norton Essex  
(UPRN - 100090555210)  
Mr C Litscher **APPROVED**

**FUL/MAL/08/01094 Cold Norton**  
Single storey L shaped garage and store with loft room  
1 Newport Avenue Cold Norton Chelmsford Essex  
(UPRN - 100091446709)  
Mr Nick Brown **REFUSED**

**FUL/MAL/08/01018 Cold Norton**  
Continuation of storage & distribution of goods from outbuildings  
Norton Hall St Stephens Road Cold Norton Essex  
(UPRN - 100091257122)  
Peter Goodman **APPROVED**

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

**FUL/MAL/08/01152 Lords Acre Nursery, Lower Burnham Road, Cold Norton.** Change of use of site to a garden centre for the sale of own plants and other garden and landscaping products including provision of a portacabin for office and sales (including provision for farm sales of turkeys produced on site) Week No.46 dated 14<sup>th</sup> November 2008:

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 main reason for this recommendation is:

- It is outside the village development boundary and therefore contravenes local plan policy S2

The Parish Council would also suggest that Planning Officers check current usage of this site.

**FUL/MAL/08/01153 Lords Acre Nursery, Lower Burnham Road, Cold Norton.** Mobile home for staff rest area, lavatory and kitchen in connection with the use of the site as a garden centre. Week No. 46 dated 14<sup>th</sup> November 2008:

This application is linked to application FUL/MAL/08/01152 to which Cold Norton Parish Council has advised it objects to; Cold Norton Parish Council also objects to this proposal and recommends that Maldon District Council REFUSE CONSENT.

The Parish Council's main reason for this recommendation is:

- It is outside the village development boundary and therefore contravenes local plan policy S2

The Parish Councillors would also like to make the point that the supporting 'visuals' for this application indicates not just a 'staffroom' with the usual associated facilities of kitchen and lavatory as stated in the written communication, but is illustrating what would appear to be 'living accommodation' i.e. 'living area' 'single room' and 'double room'.

**LDP/MAL/08/01279 71 Latchingdon Road, Cold Norton.** Application for proposed lawful development – rear conservatory. Week No. 48 dated 28<sup>th</sup> November 2008:

Cold Norton Parish Council has NO OBJECTIONS to the proposed development contained within the above application and therefore recommends that Maldon District Council should APPROVE the application.

**FUL/MAL/08/01310 The Poppets, 30A Latchingdon Road, Cold Norton.** Single storey rear extension. Week No. 50 dated 12<sup>th</sup> December 2008:

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

**FUL/MAL/08/01311 22 St Stephens Road, Cold Norton.** Proposed granny annexe. alterations, additions and re-roofing of main house. Week No.50 dated 12<sup>th</sup> December 2008:

Cold Norton Parish Council has NO OBJECTIONS to the proposed development contained within the above application and therefore recommends that Maldon District Council should APPROVE the application.

- 374. Stow Garage Application:** Members were advised that the application FUL/MAL/08/01118PP-00566704 had been withdrawn.
- 375. MDC Planning Seminar 27<sup>th</sup> October:** copy relating to the slides of the presentations "Responding to Planning Applications" and "Update on Producing the Local Development Framework" were supplied to all Members.

## HIGHWAYS AND ROAD SAFETY

### 376. Highways Schedule

Pram ramps at bridge – update re corrective works: Highways to establish where the new manhole runs and then arrange connection. Further site meeting to be arranged with the drainage engineer  
Date of when tree will be trimmed: to be advised. Clerk to write to Steve Broad

Shared VAS sign – awaiting installation

Overgrowing vegetation from bridge to Junction Road – scheduled for cutting back early in the New Year.

School 'Keep Clear' markings – consultation issues/objections now resolved (not relating to Cold Norton, but have held up the whole process). Works are planned for this financial year and Highways anticipate that they will be implemented and made legal early in the New Year.

Crown Road VAS – fault reported to Highways - engineer to adjust – after which site test will be carried out

## VILLAGE HALL

- 377. Report from Parish Council Representatives:** Mr Guppy advised that there is a lot of graffiti at the back of the hall. Clerk to arrange for Village Caretaker to remove. **ACTION: CLERK**

### 378. Village Hall Project/Proposal re new village hall:

As Chairman of the Village Hall Project Group Mr Wakeling confirmed that the Parish Council had been offered £348,500 from the Big Lottery Fund towards the costs of expansion and reconfiguration. Mr Wakeling took Members through details of the offer and the terms and conditions for acceptance, advised situation regarding other funding sources and timing of the expansion project.

Mr Wakeling then reviewed the situation regarding the alternative proposal which had been put to the Council for a new village hall on another site in the village. On the basis that there were still many issues to be resolved in regards to this proposal, including planning as the site is outside the village development boundary, highways and parking issues, covenants on some parts of the current playing field, some of which could take well over a year to resolve if at all, it was agreed to reject this proposal as the offer from the Big Lottery Fund would allow the expansion programme to commence in 2009. Mrs Gold and Mr Wakeling then signed the acceptance papers. Clerk to return these to the Big Lottery Fund, to instruct the Solicitor to proceed with the Deed of Dedication and Certificate of Title and to write to the architect to decline with thanks the alternative proposal. It was agreed that

Mr Wakeling will present to the Village Hall Management Committee on 6<sup>th</sup> January and at a Public Meeting on 7<sup>th</sup> January 2009.

**ACTION: CLERK**

#### **VANDALISM/POLICE MATTERS**

379. **Police report for November:** had been supplied to Members

380. **DISTRICT COUNCILLOR'S REPORT-** Mr Archer updated Members on the financial situation at MDC

#### **OPEN SPACES**

381. **Cowpiece Nature Reserve:** Working party to clear brambles and remaining fence panels will now be organised in the New Year .

382. **Playing Field:** Crater in front of remaining fixed goalpost has now been filled in and seeded. Mr Guppy suggested that this area should be fenced off to allow the seeds to develop. Clerk to talk to MDC re loan of fencing panels.

**ACTION: CLERK**

383. **Village Caretaker work** – report for November:

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, and I will replace from the bark mulch. I continue to inspect the triangle and pathway by the bridge and remove any litter.

Further to our telephone conversation regarding the play area fences, I have replaced the fence panels and repaired the broken panels. I have replaced the missing nuts and bolts from the skateboard equipment; I have also removed the soiling from the children's play equipment. 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. Builders rubbish is still appearing in green sacks in the village hall car park, and now in St. Stephens road and the nature reserve.

384. **Allotments:** Members were advised that the final decision re transfer of ownership to the PC will be made at Full Maldon District Council meeting on 18<sup>th</sup> December 2008. Members were supplied with a copy of the letter which detailed some conditions attached to the possible transfer Members advised their agreement to these conditions. No action required until advised by MDC.

385. **Parish Inspection:** Mr Guppy compiling a list of actions from the November inspection relating to highways. The December inspection was cancelled. Next inspection will be Saturday 17<sup>th</sup> January 10am meeting outside the village hall. Hedges outside the school identified from November inspection have been trimmed back.

#### **PUBLIC RIGHTS OF WAY**

386. **Ferris Avenue Path:** Clerk has spoken to Mary Morris at ECC and we may submit paperwork next year as the district of Maldon is one of the areas being processed next year.

**ACTION: CLERK**

387. **Footpath 20:** PRow met with landowner in November: vegetation is being cleared and the ditch near to where people walk is to be reinstated. In addition a 40 metre plastic boardwalk will be installed as close to the ditch as possible in this financial year. NB you may recall that when the PRow looked into costs for a wooden boardwalk the cost was prohibitive - this new plastic version is now available – it is environmentally friendly.
388. **Footpaths 23 and 24:** Way marking and clearing work was scheduled to be carried out by P3 on 4<sup>th</sup> December – this didn't happen as the ground was too hard. No new date advised.
389. **Purleigh Footpath 45:** Report last month from Mr Wakeling that this footpath was overgrown by the crop and should be sprayed back was reported to the PRow – work has now been carried out.

390. **STANDING ORDERS/FINANCIAL REGULATIONS/RISK ASSESSMENT**

Members were reminded that these need to be reviewed and changed or agreed formally as this was part of the auditors report. Clerk will supply copies of current orders etc to all Members for discussion in the New Year.

**ACTION: CLERK**

391. **FREEDOM OF INFORMATION**

Members were advised that changes to this come onto force on 1<sup>st</sup> January 2009 and that the PC needs to adopt an approved publication scheme. Members were supplied with information from the Information Commissioner and EALC. Clerk will amend the model accordingly for approval by the Council Members

**ACTION: CLERK**

**TRAINING/CONFERENCES/MEETINGS.**

392. **British Energy Public Meeting:** Due to time constraints at this meeting it was agreed that Mr Guppy would report back on his attendance at the meeting held in Cold Norton at the January meeting
- ACTION: MR GUPPY**
393. **The Rural Housing Trust Open House Friday 14<sup>th</sup> November Leaden Roding:** Unfortunately due to other commitments Mr Litscher and Mr Archer were unable to attend this.
394. **East Essex Transport Forum – Extraordinary Meeting 24<sup>th</sup> November:** Members had been supplied with the minutes from this meeting.

**CORRESPONDENCE**

395. **MDC Environmental Strategy 2009-2012 Consultation Opportunity:** Members were supplied with a copy of the letter and feedback form, document was sent by e-mail. It was agreed that individual views will be sent by each Member by the close date of 31<sup>st</sup> January 2009.
396. **ECC Transport Tenders September 2009:** Comments required by 31<sup>st</sup> January 2009 – although most routes not directly relevant to Cold Norton. Noted.
397. **Mid Essex PCT Review:** For information – no response required. Noted.
398. **Rural Services Community:** Invitation to join The Rural Services Network at no charge. Members agreed – all e-mails etc to be directed via the Clerk.
- ACTION: CLERK**

**399. 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: Wednesday 14<sup>th</sup> January, then reverting to the first Wednesday of the month, dates will be: 4<sup>th</sup> February, 4<sup>th</sup> March, 1<sup>st</sup> April, 6<sup>th</sup> May, 3<sup>rd</sup> June, 1<sup>st</sup> July, 2<sup>nd</sup> September, 7<sup>th</sup> October, 4<sup>th</sup> November and 2<sup>nd</sup> December.

**400.** There followed a closed session for Parish Councillors only at which the remuneration paid to the Clerk was discussed, based on the new NALC (ref The National Joint Council (NJC) for Local Government Services) agreed salary scales applicable from April 2008, but only agreed in October 2008. The Members agreed to the negotiated/SCP increase to be backdated to April 2008.

Chairman.....

Date.....