

COLD NORTON PARISH COUNCIL

MINUTES OF THE MONTHLY MEETING OF THE PARISH COUNCIL HELD ON WEDNESDAY 9TH JANUARY 2019 AT 7.30PM IN THE LES BARCLAY ROOM AT THE VILLAGE HALL

THOSE PRESENT:

Councillors:

Mr J Archer
Mrs S Garnham
Mr S Rivers
Mr A Romang
Mr P Wakeling (Chairman)

In attendance: Mrs M. Dyer (Parish Clerk)
County Cllr Mrs P Channer

- 577. APOLOGIES FOR ABSENCE:** apologies were received and accepted from Cllr Mrs Jennings, Cllr Haydon and District Cllr Ms S White.
- 578. DECLARATION OF INTERESTS**
Members are required to declare any personal or prejudicial interests they know they may have in items of business on the meeting's agenda. They are reminded that they will need to repeat their declaration at the appropriate point in the meeting and leave the room if the interest is a prejudicial one. Unforeseen interests must be declared similarly at the appropriate time.
Members have dispensation to discuss and vote in respect of matters relating to the Precept.

Mrs Garnham and Mr Romang both declared an interest in Allotments as they are both allotment holders.
- 579. PUBLIC QUESTION TIME:** there were no Members of the Public present
- 580. MINUTES OF THE ORDINARY MEETING of the Parish Council** held on Wednesday 5th December 2018 were approved as correct and signed accordingly.
- 581. DISTRICT COUNCILLOR'S REPORT:** District Cllr Archer advised that there wasn't much to report, but advised Members that the issue re restructuring of roles at the Council was still ongoing. Cllr Mrs Channer provided more information, advising that by October 2019 this process should be completed and a new council structure in place.
- 582. COUNTY COUNCILLOR REPORT:** Members noted the December report supplied by Cllr Mrs Channer, who provided a further update at the meeting, namely: ECC had been deemed 'Outstanding' by OFSTED in relation to their social care for children; two consultations out at the moment re libraries and bus services; options and funding re the Army & Navy roundabout are being investigated by Cllr Kevin Bentley

FINANCE

Approval of Payments

- 583.** Mrs Tanya Wiseman to playground inspections and litter picking. Invoice dated 3rd January 2019 £56.00. Cheque No.022051
- 584.** Maria Dyer office expenses from 1st December 2018 to 5th January 2019 £20.15. Cheque No.022052
- 585.** Sue Lees Consultancy to advance quarterly maintenance fee for January to March 2019 Invoice No.3736 dated 8th December 2018 £30.00. Cheque No.022053
- 586.** Directa (UK) Limited to 7 x signs (3 designs) for Village Hall Car Park/Playing Field. Invoice No.230701 dated 7th December 2018 £734.45 (£612.04 net). Cheque No.022054

587. Graham Cornell to materials including 2 x posts and installation of 7 signs at village hall/playing field; to materials and labour to repair steps on mound slide; to repairing handrail at entrance to Cowpiece. Invoice No.1824 dated 12th December 2018 £230.00. Cheque No.022055
588. BT to public pay phone at Village Hall. Line Rental 1st November 2018 to 31st January 2019 Invoice No.Q01765 dated 12th November 2018 £77.92 (£64.93 net) was taken by direct debit on 26th November 2018. (2 year contract negotiated to apply from November 2016 has expired – Clerk to contact BT to renegotiate new contract).
589. E-on to electricity for street lights November 2018 Invoice No.HI68F8E0F6 dated 1st December 2018 £88.22 (£84.02 net) was taken by direct debit on 11th December 2018
590. E-on to electricity for street lights December 2018 Invoice No.HI6A9BE4D6 dated 1st January 2019 £91.16 (£86.82 net) was taken by direct debit on 11th January 2019. Members had been supplied with details of new prices to apply from 21st January 2019 and advised that the Clerk would investigate prices from alternative suppliers.
591. RG Installations to supply and installation of a replacement inverter. Invoice No.1770 dated 7th January 2019 £1,020.00 (£850.00 net). Cheque No.022056

592. **Financial Statement**
Current balances:

Barclays 10 Day Notice as at 10th December 2018	£	587.75
Santander as at 3rd December 2018	£	<u>20,411.03</u>
	£	20,998.78 *

NB Refund of £63.75 received from EALC re Clerks Bursary in relation to Election Course attended by Clerk in November 2018.

* includes earmarked reserves of £10,000.

593. **Solar Panels at Village Hall:** noted that the next reading is due to be taken on 17th January 2019.

594. **Precept 2019/20:** Member considered the budget calculations updated from the December meeting and were all in agreement that the Precept for 2019/20 should be £27,700. Clerk to advise MDC accordingly. Members noted that council tax referendum principles would not be extended to local parish councils in 2019/20.
ACTION: CLERK

VILLAGE HALL

595. **Report from VHMC:** bookings are up and there are some works which need to be carried out.

596. **Parking at Village Hall:** Members considered a letter received from a regular group user of the hall regarding the use of parking spaces by non-users of the hall/event. It was agreed that notices would be prepared for the owners of these vehicles and these notices would be made available to VH users to likewise distribute if the car park is found to be occupied by non-attendees of VH classes/events.
ACTION: CLERK

HIGHWAYS AND ROAD SAFETY

597. **White Fingerpost from Corner of Howe Green & Hackman's Lane:** it was noted that this had been resubmitted to ECC Highways. Nothing to report

598. **Cherry Blossom Lane:** it was noted that County Cllr Mrs Channer is looking into with ECC Highways re adoption/other options; to support this enquiry Cllr Mrs Channer requested details of groups using the village hall. Members had been supplied with a revised quote from the contractor and advised that the lead time would be approx. 2–3 weeks from receipt of order. Following discussion Members were all in agreement to proceed with the works by Tola Plant Hire Limited at a cost of £2,725.00 ex VAT. Site meeting to be arrange to discuss access etc. and draft letters to residents and local business to be prepared for comment/approval.

ACTION: CLERK

County Cllr Mrs Channer then left the meeting

- 599. Road Safety:** it was noted that the preferred location for TRUCAM had been passed to MDC to forward onto Police for consideration.
- 600. Highways Devolution Pilot:** it was noted that whilst the Members had decided not to proceed with the trial information re this and budgets per Town/Parish Council had been supplied to Members.

POLICE MATTERS/ANTI-SOCIAL BEHAVIOUR

- 601. Dog Byelaw in Playground:** it was noted that the new signs were now in place.
- 602. Special Constables:** it was noted that information from the EALC had been supplied to Members and that the cost to villages is £1,000 per year for 500 hours. Members discussed and agreed to investigate further by ascertaining if hours can be specified and if villages can 'group' together to share a Special Constable. If a group share is feasible Clerk to contact Stow Maries, North Fambridge and Purleigh Parish Councils to ascertain interest.

ACTION: CLERK

OPEN SPACE

- 603. Cowpiece Nature Reserve:** it was noted that works to viewing platform are to be completed by local contractor, when conditions are suitable.
- 604. Playing Field**
- 604.1. Independent Playground Inspection 2018:** it was noted that findings being actioned by local contractor (NB most already completed); Removal of the two hexagonal picnic benches: still to be actioned.
- 604.2. Signage:** it was noted that the new signs were now in place.
- 604.3. Car park Extension/New Play Equipment/Skate Ramp:** Members were advised situation re grants. Clerk to obtain details of Essex Playing Fields Association grant scheme.

ACTION: CLERK

- 604.4. Essex Playing Fields Competition 2018:** it was noted that CNPC had been awarded Certificates of Merit for the football pitch and the playing fields. Awards to be displayed on the VH notice board.

ACTION: CLERK

- 605. Village Caretaker work:** nothing to report
- 606. Allotments: Land adjacent to site:** it was noted that an email had been sent to MOAT Housing re legal costs/transfer of this land. Nothing to report.
- 607. Three Ashes Corner as a Village Green:** it was noted that an email had been sent to ECC. Nothing to report
- 608. Seat near allotments/bus stop:** it was noted that an email had been sent to ECC to establish feasibility. Nothing to report
- 609. Trees in Playing Field:** it was noted that as instructed Clerk would investigate surveys in 2019.

PUBLIC RIGHTS OF WAY

- 610. Footpaths 12/13 bridge brickwork:** ECC Highways Ref.2547383. New PRoW had advised: "*I inspected the footbridge 18.05.18 and have had it closed off until I can get someone to assess the subsidence issue.*" Nothing further to report. November 2018 - not showing on ECC Website. PRoW Officer advised in December 2018 that these should have been dealt with by now and she would inspect when next in the area.

611. **Footpath 23:** reported by a resident to Clerk as being overgrown and unwalkable; ECC Highways Ref. 2547396. New PRoW has advised: *"I inspected this PROW 23.05.2018 having cleared the footbridge which was a little overgrown I found that it is in poor repair and will need replacing. The rest of the route was available and even mowed at the Lower Burnham Road end (all be it around the headland instead of across the field). The resident's gate at the exit onto Lower Burnham Road is looking a bit tired too."* Update: This footbridge is to be replaced over the coming months. Nothing further to report. November 2018 - not showing on ECC Website. PRoW Officer advised in December 2018 that these should have been dealt with by now and she would inspect when next in the area.
612. **Footpath 25:** reported by a resident to Clerk as the sign is missing; ECC Highways Ref 2523887. Was inspected on 23.05.2018, defect noted. Update September 2018: A job was raised for this and would be done over the coming months. Nothing further to report.
613. **Footpath 26:** reported by a resident to Clerk as sign is missing and the footbridge is rotten/collapsed; ECC Highways Ref 2523886. Update September 2018: A job was raised for this and would be done over the coming months. Nothing further to report.
614. **Purleigh Footpath 44:** reported by a resident to Clerk as being overgrown and unwalkable; ECC Highways Ref 2530968. Update September 2018: Access to field now cleared either end and landowner to clear Crossfield through Lucerne. Nothing further to report.
615. **Footpath 14/19:** gate post adrift; reported Ref No.2591197 as at January 2019 still awaiting inspection.
616. **Footpath 20:** top part of fingerpost is off; reported Ref No.2591196. As at January 2019 report on website is stating: *"Current status: Inspection Outcome. We have investigated and risk-assessed this issue. Every report we get is treated as very important and we aspire to repair all highway defects in good time. Essex is a large county and across a network covering more than 5000 miles of road, more than 1500 structures and 127,000 street lights we need to prioritise how we spend your council tax money to best effect for all residents. At present we prioritise our principal road network, the repair of the worst pot holes and other safety critical work such as flooding and bridge repairs. Our recent investigation of this issue has concluded that it is not as serious as many other issues we are aware of, so we won't be taking any further action on it. This does not mean that this report is not important to us. There is no need to report this issue again, as the location will be regularly monitored through future scheduled inspections and we may take action in the future if there has been significant deterioration."*
617. **Footpath 28:** tree down; reported Ref 2600701. Nothing to report
618. **Bridleway 29:** sign missing; reported 2600702. Nothing to report
619. **EMERGENCY PLANNING/PROCEDURES:** nothing to report

TRAINING/CONFERENCES/MEETINGS

620. **Transport Meeting Maldon 17th October 2018:** receipt of minutes noted
621. **Local Council Police Conference:** held on 20th November 2018. Receipt of copy of presentations noted.
622. **Local Elections:** it was noted that information/notes from training session at EALC attended by Clerk in November 2018 is available on request.
623. **Dengie Hundred Group of Parish Councils Quarterly Meeting: Wednesday 16th January 2019 7.30pmin Burnham TC Offices.** No one available to attend. It was noted that a copy of the Cyber Security Presentation from June meeting was being chased. **ACTION: CLERK**
624. **EALC Calendar of Training Events 2019:** receipt of calendar was noted. Members to advise if they wish to attend any sessions. **ACTION: MEMBERS**

CORRESPONDENCE/CONSULTATIONS

625. **Public Consultation on Essex Future Library Services (2019-2024):** Consultation closes 20th February 2019. Deferred from December meeting. Clerk was requested to forward information to the Chairman to review.
ACTION: CLERK/CHAIRMAN
626. **Essex Highways Service Delivery Survey:** closed 7th December 2018; it was noted that the Clerk had collated responses received from Members and submitted a response on behalf of CNPC.
627. **Local Service Fund EALC County Update December 2018:** it was noted that funding was being given to 'village maintenance operatives' and there would be a free training session re this fund on Tuesday 5th February 2019. Clerk to supply details of this fund to the Chairman to review.
ACTION: CLERK/CHAIRMAN
628. **EALC Legal Update December 2018:** receipt was noted.
629. **RCCE Essex Village of the Year 2019:** Members were in agreement not to enter.
630. **Local Bus Consultation December 2018:** closes on 22nd March 2019. Receipt of information noted.
631. **NALC Legal Update December 2018:** receipt was noted
632. **Make the Connection: Superfast Essex County Broadband Monitoring Plan Update:** receipt of this update was noted.
633. **BBC Radio Essex/Essex Quest:** Clerk outlined the format of this programme, advising that venues can be put forward to the Producer for consideration. Noted.

PLANNING

634. **Planning Applications received by the Parish Council:** the following were considered and the responses were:

18/01489/HOUSE 21 Ferris Avenue, Cold Norton: Single storey front extension. Week No.51 dated 21st December 2018:

The Parish Council raised no objections and had no comments to make.

18/01314/HOUSE PP-07391283 32 St Stephens Road, Cold Norton: Two single storey extensions on front elevation, replace conservatory with single storey rear extension, Juliet balcony to rear elevation, walls to be rendered on ground floor and clad on first floor and bay window on front elevation. Week No.1 dated 4th January 2019:

The Parish Council raised no objections and had no comments to make.

635. **Maldon District Council Decisions:** covering decisions advised from w/e 7th December 2018 to w/e 4th January 2019; a detailed list had been supplied to Members, which is summarised below:

COUPA/MAL/18/01232 Cold Norton

Notification for prior approval for a proposed change of use from offices Class B1 to 6No. apartments Class C3.

Great Canney Court Hackmans Lane Cold Norton Essex

(Great Canney Developments Ltd

UPRN - 010000236161) **REFUSED**

FUL/MAL/18/01081 Purleigh

Replacement of existing dwelling (The Lodge)

The Lodge Pale Pitt Farm Latchingdon Road Purleigh

Ms D'Cruz-Roberts

(UPRN - 010014002081) **REFUSED**

HOUSE/MAL/18/01339 Cold Norton
Construction of single storey rear extension
Avalon 30D Latchingdon Road Cold Norton Essex
(UPRN - 100090555241)
Mr Christopher Perry **APPROVED**

HOUSE/MAL/18/01336 Cold Norton
First floor side extension
14 St Stephens Road Cold Norton Essex CM3 6JE
(UPRN - 100090555802)
Mr Anthony Davis **APPROVED**

Clerk was requested to write to Purleigh Parish Council re FUL/MAL/18/01081

- 636. Appeal Application: 18/00367/OUT PP-06814587 (Appeal Ref: APP/X1545/W/18/3207877)**
Land adjacent to Glen Foy, Latchingdon Road, Cold Norton. Outline application for 2 detached dwellings, with all matter reserved. Appeal start date 12th December 2018. All representations to be received by Planning Inspectorate by 16th January 2019.
- 637. MDC: Change to Parish Trigger and Withdrawal of Paper Copies of Plans to Parish Councils:**
nothing to report.
- 638. Stow Maries Aerodrome:** Cllr Haydon had attended the meeting held on 12th December 2018. Members had been supplied with draft minutes from this meeting. Discussion deferred to February meeting.
- 639. Housing Needs Survey:** to be progressed
- 640. WINTER SALT BAG SCHEME 2018/19:** Members had been supplied with information from the Insurance Company re winter conditions. It was agreed that a salt bin would be purchased for installation at the Village Hall car park; Clerk to discuss location and usage with Village Caretaker.
ACTION: CLERK
- 641. COLD NORTON POST OFFICE:** Members had been supplied with a copy of the letter received on 24th December 2018 from the Post Office HQ advising that there had been no applications to re-open this branch, nor had POHQ been able to identify a suitable solution, therefore this branch would remain closed.
- 642. MATTERS TO REPORT** (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).

Mrs Garnham reported that the Village Hall sign outside the Old Fire Station/new houses development has slipped down its pole.
ACTION: CLERK
- 643. PROPOSED MEETINGS AND APM in 2019**
Meetings: Wednesdays: 6th February, 6th March, 3rd April, 8th May (first meeting of new Council), 5th June, 3rd July, 4th September, 2nd October, 6th November and 4th December.

Annual Parish Meeting: Members were reminded that this must legally be held between 1st March and 1st June, but as local elections will be on Thursday 2nd May 2019, this meeting should ideally be held before 26th March 2019 or after the Election Day, avoiding the whole election period (Purdah). Members agreed the APM should be held after the Elections. Clerk to check hall availability.
ACTION: CLERK

There being no further business the meeting was closed at 8.55pm

Chairman.....

Date.....