

# COLD NORTON PARISH COUNCIL

## MINUTES OF THE MONTHLY MEETING OF THE PARISH COUNCIL HELD ON WEDNESDAY 3<sup>RD</sup> JULY 2019 AT 7.30PM IN THE LES BARCLAY ROOM AT THE VILLAGE HALL

### THOSE PRESENT:

#### Councillors:

Mrs S Garnham  
Mr B Haydon (Vice Chairman)  
Mr A Romang  
Mr P Wakeling (Chairman)

**In attendance:** Mrs M. Dyer (Parish Clerk)  
District Cllr Ms S White  
District Cllr Mrs J Fleming  
Three Members of the Public (including one young person accompanied by his Father)

**182. APOLOGIES FOR ABSENCE:** apologies were received and accepted from County Cllr Mrs Channer

### **183. 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 allotment holders.

**184. PUBLIC QUESTION TIME:** two Members of the Public had attended to speak about the type of equipment being considered for the proposed new playground and outside gym, requesting that new equipment would be suitable for his age group (aged 13/14 years), in particular a skate park be considered and advising that they had observed that the outside gym in South Woodham Ferrers was not well used. The Members advised that the proposed works included extending the car park, installing a fitness track, moving existing play equipment and adding to existing, but the Members advised that a skate park would now be considered and asked the two Members of the Public to supply pictures/ideas of the type of skate park equipment they would like considered and they advised they would look into sponsorship for the skate park element.

These two Members of the Public then left the meeting.

**185 MINUTES OF THE ORDINARY MEETING of the Parish Council** held on Wednesday 5<sup>th</sup> June 2019 and **MINUTES OF THE EXTRAORDINARY MEETING** held on Monday 24<sup>th</sup> June 2019 were both approved as correct and signed accordingly

**186. DISTRICT COUNCILLOR'S REPORT:** District Cllr Ms White spoke first about the District Council's involvement in 'Social Inclusion' including Live Well, Link Well; social prescribing to help all available through Doctors/Telephone/Web Site; The Essex Map – how to find help/services/clubs. Ms White then spoke about the Environment Agency and flood zones – maintenance of sea walls, how houses and businesses will be defended in flood zones if there are no sea walls and how to cope with result of floods. Transformation continues at MDC and as a result of changes MDC should be in the 'black'; there are also plans to employ a specialist company to produce a business plan to improve business opportunities in the district. District Cllr Mrs Fleming then updated the Members, advising that the new leader of the Council, Cllr Adrian Flucker was very keen to crack down on speeding and the introduction of more 20mph zones and to improve air quality. With the closure of some of the Tourist Offices, the web site was now getting more 'hits' and additional tourist information was now available in Promenade Park. There was a brief discussion about viewing planning applications for neighbouring parishes and speed stickers for wheelie bins.

District Cllr Ms White then left the meeting.

As District Cllr Mrs Fleming had another appointment to attend, Member were in agreement to bring forward the agenda item relating to County Broadband.

- 187. COUNTY BROADBAND:** Members had been supplied with copy emails relating to County Broadband's plans to install poles instead of installing the cables in existing underground ducts. It was noted the County Cllr Mrs Channer was also assisting in this matter. Update given at meeting. Site meeting with County Broadband/ECC being organised. Clerk was asked to contact neighbouring Parishes to outline issues Cold Norton was experiencing with this project/company.

**ACTION: CLERK**

District Cllr Mrs Fleming then left the meeting.

- 188. COUNTY COUNCILLOR REPORT:** two reports from County Cllr Mrs Channer had been forwarded to Members. Noted.

## FINANCE

### Approval of Payments

- 189.** Mr Roy Wiseman to village caretaker work. Invoice dated 28th June 2019 £72.00. Cheque No.022090
- 190.** Maria Dyer office expenses from 1<sup>st</sup> to 30<sup>th</sup> June 2019 £59.29. Cheque No.022091
- 191.** Sue Lees to quarterly advance maintenance fee from July 2019 re web site. Invoice No.3978 dated 1<sup>st</sup> June 2019 £30.00. Cheque No.022092
- 192.** ASAP Office Services to internal audit. Invoice No.6527 dated 15<sup>th</sup> June 2019 £154.36 (£128.63 net). Cheque No.022093
- 193.** Rural Community Council of Essex (RCCE) to membership from 1<sup>st</sup> July 2019 to 30<sup>th</sup> June 2020 £72.60 (£60.50 net). Members had been supplied with copy letter detailing services. Cheque No.022094
- 194.** Maldon District Council to independent play equipment inspection. Invoice No.COL58779956 dated 27th June 2019 £69.60 (£58.00 net). Cheque No.022095
- 195.** Copyright Repro Limited to stationery (paper and ink for printer). Invoice No.120914 dated 28<sup>th</sup> June 2019 £153.52 (£127.93 net). Cheque No.022096
- 196.** Wave to water at allotments 30<sup>th</sup> April 2018 to 29<sup>th</sup> May 2019. Invoice No.5638198 dated 30<sup>th</sup> May 2019 £57.97 (taken by direct debit on 19<sup>th</sup> June 2019).
- 197.** E-on to electricity for street lights May 2019 Invoice No.HI73B8FD09 dated 1<sup>st</sup> June 2019 £112.55 (£107.19 net) taken by direct debit on 11<sup>th</sup> June 2019.
- 198.** Mrs A Allen to taxi fare attending the Passenger Transport Meeting on 12<sup>th</sup> June 2019 £12.00 (NB Mrs Allen used her bus pass to attend the DHBUG meeting on 19<sup>th</sup> June 2019). Cheque No.022097

### 199. Financial Statement

#### Current balances:

Barclays 10 Day Notice as at 10 <sup>th</sup> June 2019	£	588.33
Santander as at 3 <sup>rd</sup> June 2019	£	<u>37,926.87</u>
	£	38,515.20*

\*includes £10,000 planned reserve for VH carpark/playground project plus £1,642.74 remaining from VH Toilet Project (i.e. not yet invoiced by liquidator)

- 200. Solar Panels at Village Hall:** Members were advised that the next reading will be at the end of July. Members requested this item now be taken off as a regular agenda item.
- 201. St Stephens PCC:** Members had been advised that a 'thank you' email had been received for the donation sent to the Church for providing refreshments at the APM. Noted.

## VILLAGE HALL

- 202. Report from VHMC:** Members were advised that funds were at a reasonable level, a few repairs were in hand, no fund raising at present, but that a reasonable income was coming via coffee mornings etc.
- 203. Parking at Village Hall:** measures put in place seem to be ensuring that the car park is only used by people attending the village hall or playground/authorised school parking. This item to be taken off the agenda as a regular item.

## HIGHWAYS AND ROAD SAFETY

- 204. White Fingerpost from Corner of Howe Green & Hackman's Lane:** Members were advised at the meeting that ECC had installed several metal directional signs on Three Ashes Corner and were shown photographs and advised that there had been no notification that this would be the case. Clerk was requested to contact ECC to ask if this was a mistake as it had been expected that a rural style white fingerpost would be installed per the previous sign. **ACTION: CLERK**
- 205. Cherry Blossom Lane:** Members had been advised that a site meeting had been requested with the contractor and a response was still awaited. Noted.
- 206. Road Safety:** still waiting for Police to advise if a site near the zebra crossing is suitable for TRUCAM checks. Clerk has followed up. Noted.
- 207. VAS (vehicle activated) Signs:** both reported to ECC Highways as not working correctly. Nothing to report. Noted.
- 208. ECC Road Works:** Maldon and Mundon/diversions through villages; SWF works near new Sainsbury's and Hullbridge Road. Members had been supplied with a copy of the response from ECC Highways received by County Cllr Mrs Channer re Maldon District works. Members noted the response, but advised that they were disappointed with the level of co-ordination in these instances and hoped that ECC Highways would be more 'thoughtful' in the future.
- 209. ECC Member Led Footway Repair Programme:** Members advised that siding back alongside the footway from the bridge to Country Produce should be put forward for consideration as this was in a worse condition than the actual footway itself. Photographs to be supplied. **ACTION: MR WAKELING**

## POLICE MATTERS/ANTI-SOCIAL BEHAVIOUR

- 210. Special Constables:** meeting still to be arranged with the Officer, Cllrs Wakeling and Haydon, plus Clerk to explain/discuss the scheme.
- 211. Police Presence in Community/PC Meetings:** nothing to report.

## OPEN SPACE

- 212. Cowpiece Nature Reserve:** it was noted that works to the viewing platform are still to be completed by local contractor and that whilst Mr Wiseman has carried out some works here he is holding back in some areas of the nature reserve due to nesting birds.
- 213. Playing Field**
- 213.1. Independent Playground Inspection 2019:** Clerk to meet with local contractor to discuss works arising from report (copy of report supplied to Contractor). **ACTION: CLERK**

- 213.2. Car park Extension/New Play Equipment/Skate Ramp:** it was noted that this is at fund raising/grant application stage. As the landowner and instigator of the plan to extend the Village Hall car park and improve the facilities at the playing field, Cold Norton Parish Council is supportive of both the plans and the grant applications to extend the car park and improve the facilities at the playing field. All Members were in agreement.
- 213.3. Goal Posts:** Members had been advised that the Village Caretaker had been briefed regarding the removal of the faulty goal post and installation of net clips for the goal net and that he had advised that he would be working on this later this week (i.e. w/e 5<sup>th</sup> July 2019).
- 213.4 Metal 'Nets' for basketball hoops:** Members had been advised that the resident had been advised of the Members' decision and that costs for nets were being researched. Members agreed that providing total costs were under £100, purchase/installation was delegated to the Clerk.  
**ACTION: CLERK**
- 214. Village Caretaker work:** Members were advised that in addition to safety checks and litter picks, works carried out were maintenance work at Cowpiece - cut paths, cut back brambles and litter picked; in St Stephens Road - cut back by lay-by verges and around bench and litter picked. Noted.
- 215. Allotments: Land adjacent to site:** nothing to report
- 216. Three Ashes Corner as a Village Green:** information re village greens to be passed to Mr Wakeling
- 217. Seat near allotments/bus stop:** District Cllr investigating permission route at MDC.
- 218. Trees in Playing Field:** to note that as instructed Clerk will investigate surveys in 2019.

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

- 219. Footpaths 12/13 bridge brickwork:** ECC Highways Ref.2547383. At the meeting Mr Wakeling advised Members that the Heras fencing had been moved, Clerk was requested to obtain an update from the PRoW Officer.  
**ACTION: CLERK**
- 220. Footpath 14/19:** gate post adrift; reported Ref No.2591197 as at January 2019 still awaiting inspection. This number is now not showing on ECC web site. Members advised works not yet carried out, being followed up with PRoW. Nothing further to report. **ACTION: CLERK**
- 221. Footpath 20:** top part of fingerpost is off; reported Ref No.2591196. Not actioned by ECC as not 'high priority' – Village Caretaker has affixed. Noted.
- 222. Footpath 16:** verge area on Lower Burnham Road is overgrown, needs clearing. Reported Ref No.2607951. Nothing to report as number not now showing on ECC web site – to be followed up  
**ACTION: CLERK**
- 223. Footpath 15:** sign rotten and unusable, new sign needed. Reported to ECC Highways Ref No.2616290.  
**ACTION: CLERK**
- 224. Footpath 28:** overgrown – to be reported  
**ACTION: CLERK**
- 225. EMERGENCY PLANNING/PROCEDURES:** Clerk to obtain current contact details from MDC/CCC and pass to Mr Wakeling to follow up re up to date procedures. **ACTION: CLERK**

#### **TRAINING/CONFERENCES/MEETINGS**

- 226. Passenger Transport Meetings June 2019:** Maldon District meeting held on 12<sup>th</sup> June, attended by Mrs Allen on behalf of the PC. Members had been supplied with a copy of Mrs Allen's notes and advised that minutes are awaited. The Members expressed their thanks for attending this meeting and the Dengie Hundred Bus Users Group meeting below (Minute No.227 applies) and requested that the notes be made available on the Parish website.  
**ACTION: CLERK**

- 227. Dengie Hundred Bus Users Group:** AGM held on 19<sup>th</sup> June 2019 at Burnham Town Council Offices, attended by Mrs Allen on behalf of the PC. Members had been supplied with a copy of Mrs Allen's notes. Noted. **ACTION: CLERK**
- 228. Dengie Hundred Group of Parish Councils Quarterly Meeting:** was held on Wednesday 19th June 2019 - no one from CNPC available to attend. Members were advised that the next meeting will be on Wednesday 18<sup>th</sup> September 2019. Members to check diaries. **ACTION: CLLRS**
- 229. Stow Maries Aerodrome Joint Consultative Committee (JCC) Meeting 3<sup>rd</sup> July 2019:** agenda plus draft minutes from last meeting had been forwarded to Members by email. Mr Haydon attended the meeting and gave a report at this meeting, advising Members that it had been a positive, productive meeting; there have been a number of successful events held and visitor numbers are up on last year; the mess and shop produce a reasonable income; the Trust that runs the site has won a QAVS (*Queens Award for Voluntary Service 2019 - Stow Maries Great War Aerodrome Volunteers Working together to renovate and operate the last Great War aerodrome in Europe*). The site has 160 volunteers. Mr Haydon also reported back that the site now has a new water system and is now connected to mains water; that the Aerodrome is working with the RAF Museum and is applying to be accredited as a museum and then will be able to borrow items from other museums. The wildlife side of the site is being developed and the Aerodrome is among the top 3 attractions in the Maldon District. Members were advised that the next meeting will be on Wednesday 6<sup>th</sup> November 2019. Noted,
- 230. RCCE 2019 AGM 10<sup>th</sup> July 2019:** Members had been supplied with information, agenda and minutes from 2018 AGM. Noted. No one available to attend.
- 231. Health & Wellbeing & Mental Health First Aid Training:** Members had been supplied with information regarding a free ;training course, which would be held in Cold Norton (only cost to PC would be room hire and refreshments). Members agreed this should be offered to residents with choice of a weekday or a Saturday. **ACTION: CLERK**

#### **CORRESPONDENCE/CONSULTATIONS**

- 232. Essex Walking Strategy Consultation:** link had been forwarded to Members by email and advised that close date is 19<sup>th</sup> July 2019. Members to participate as individuals. **ACTION: CLLRS**
- 233. Bradwell B Community Newsletter June 2019:** had been forwarded to Members by email. Noted.
- 234. MDC 2019 Conservation & Design Award:** details had been forwarded by email. Members agreed that they did not wish to nominate any projects.
- 235. Farleigh Hospice Outreach Services:** Members had been advised that Farleigh Hospice thanked the PC for the offer of the VH car park for their outreach vehicle, but having visited the site and carried out a risk assessment the location was not suitable for the size of their vehicle. Noted.
- 236. Micro Grant Update June 2019:** details had been forwarded to Members by email and advised that this grant had been awarded to a wide variety of projects and may be of interest to some of the groups who use the village hall. Noted. **ACTION: MRS GARNHAM/CLERK**

#### **PLANNING**

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

**19/00504/WTPO IAP00041011-002 17 St Stephens Road, Cold Norton:** T1 Ash - Trim branches overhanging road by 3 metres. Week No.23 dated 7<sup>th</sup> June 2019:

The Parish Council raised no objections, but added the following comment: "*The Parish Council raises no objections to these works providing they are in line with the MDC's Tree Officer's recommendations.*"

**HOUSE/MAL/19/00530 PP-07841657, Oakwood Manor, Station Road, Cold Norton:** Proposed outbuilding with swimming pool area. Proposed single storey outbuilding with pitched roof and Velux windows over and part flat roof. Week No.23 dated 7<sup>th</sup> June 2019:

The Parish Council recommended refusal for the following reasons:

- “1. It is outside the development boundary. Contrary to policy S1 of the Maldon District LDP (Settlement Boundaries and the Countryside)*
- 2. Would cause the intensified domestication of the application site in a manner that would fail to protect or enhance the natural beauty, tranquillity, amenity and traditional quality of the rural landscape. Contrary to policies S1, D1 and H4 of the Maldon District LDP”*

**WTPO/MAL/19/00553 IAP00042121-001 7 Henney Close Cold Norton:** T1 Maple and T2 Hawthorn - Reduce the height and width by 1m - TPO 18/95. Week No.23 dated 7<sup>th</sup> June 2019:

The Parish Council raised no objections, but added the following comment: *“The Parish Council raises no objections to these works providing they are in line with the MDC’s Tree Officer’s recommendations.”*

**FUL/MAL/19/00611 PP-07847044 Little Canneys, Stow Road, Purleigh:** Demolition of existing dwelling and construction of a replacement dwelling with garaging, pool enclosure and associated works. Week No.24 dated 14<sup>th</sup> June 2019:

The Parish Council recommended refusal for the following reasons:

- “1. It is outside the development boundary. Contrary to policy S1 of the Maldon District LDP (Settlement Boundaries and the Countryside)*
- 2. Would cause the intensified domestication of the application site in a manner that would fail to protect or enhance the natural beauty, tranquillity, amenity and traditional quality of the rural landscape. Plus significant increase in scale - the proposed dwelling, by virtue of its scale, bulk, form and location would represent an unduly large dwelling that would be wholly at odds with the character and appearance of the surrounding area. Contrary to policies S1, D1 and H4 of the Maldon District LDP”*

**HOUSE/MAL/19/00505 PP-07717634 Norton Hall, St Stephens Road Cold Norton:** Greenhouse Installation. Week No.25 dated 21<sup>st</sup> June 2019:

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

**LBC/MAL/19/00616 PP-07899593 Buildings 5, 30 & 34 Stow Maries Aerodrome, Hackmans Lane Cold Norton:** Proposed removal of existing modern pebble dash render and replacement with lime slurry mix to buildings 5 and 30 and the repair and replacement of existing smooth cement render to building 34 using lime render and prompt. Week No.26 dated 28<sup>th</sup> June 2019:

The Parish Council recommended the granting of planning permission for the following reason:

*“This will revert the buildings back to their original state as part of the Trust’s overall plans to ensure authenticity of this historical site.”*

**WTPO/MAL/19/00696 PP-079422955 36 St Stephens Road Cold Norton:** T4 & T5 Oak – Fell. Week No.26 dated 28<sup>th</sup> June 2019:

The Parish Council did not wish to tick any of the options on the MDC form (which are ‘recommend granting of approval’ ‘recommend refusal’ or ‘no objections’) but submitted the following comment:

*“As Oaks are the defining character of St Stephens Road, the Parish Council would normally strongly object to the felling of any of the Oaks in this road and recommend remedial works and management of the subsidence, however, in this case the Parish Council will rely on MDC’s Tree Officer’s expertise and recommendation as to the best course of action”*

238. **Maldon District Council Decisions:** covering decisions advised from w/e 7<sup>th</sup> June to w/e 28<sup>th</sup> June 2019; a detailed list had been supplied to Members, which is summarised below:

**HOUSE/MAL/19/00437 Cold Norton**

Single storey rear extension  
30A Latchingdon Road Cold Norton Essex CM3 6JG  
(UPRN - 100090555238)  
Mr & Mrs M Payne **APPROVED**

**HOUSE/MAL/19/00442 Cold Norton**

Amendment of approved application 18/01339/HOUSE - Single storey rear extension.  
Avalon 30D Latchingdon Road Cold Norton Essex  
(UPRN - 100090555241)  
Mr Chris Perry **APPROVED**

**FUL/MAL/19/00466 Purleigh**

Conversion of workshop to three bedroom dwelling.  
Land East Of Pine Lodge Junction Road Cold Norton Essex  
(UPRN - 010094633721)  
Mr F Buschweiler **REFUSED**

**FUL/MAL/19/00454 Cold Norton**

Removal of condition 9 (which removes permitted development rights for garages, extensions and separate buildings) on approved planning permission FUL/MAL/17/01317 (Demolition of existing dwelling and erection of replacement dwelling).  
New Dwelling at Great Canney Cottage Hackmans Lane Cold Norton Essex  
(UPRN - 010014002771)  
J Stripe **REFUSED**

**FUL/MAL/19/00455 Cold Norton**

Demolition of existing two storey dwelling house and construction of new two storey dwelling house including outbuilding/garage and new dropped kerb to existing vehicular access  
Vermont 27 Stow Road Cold Norton Essex  
(UPRN - 100090555895)  
Mr & Mrs Buckley **REFUSED**

**HOUSE/MAL/19/00484 Cold Norton**

First floor extension, raising the roof of the dwelling, rear and side single storey extension and open porch.  
14A Latchingdon Road Cold Norton Essex CM3 6JG  
(UPRN - 100090555219)  
Mr Andy Williams **REFUSED**

**PDE/MAL/19/00573 Cold Norton**

Single storey rear extension with flat roof which would extend beyond the rear wall of the original house by 8m, maximum height of 3.91m and the maximum height to the eaves of 3m.  
4 The Links Purleigh Essex CM3 6FR  
(UPRN - 010014001548)  
Mr David Bench **PRIOR APPRIVAL IS NOT REQUIRED**

239. **Housing Needs Survey:** as agreed will be carried out in September 2019.

240. **Planning Appeal Submitted: Great Canney Court, Hackmans Lane, Cold Norton.**

**App ref: 18/01232/COUPA Appeal Ref: APP/X1545/W/19/3230174.** Notification for prior approval for a proposed change of use from offices Class B1 to 6No apartments Class C3. Appeal start date: 10<sup>th</sup> June 2019. Noted.

241. **WINTER SALT PARTNERSHIP SCHEME 2019/2020:** as it had been established that sufficient stock at one location was remaining from the previous year, the Parish Council agree it would participate, but would not request any salt this year. Clerk to ascertain if any usable stock remains at the second location.  
**ACTION: CLERK**

242. **STANDING ORDERS:** review deferred

243. **COUNTRY PRODUCE:** Members were reminded that this is currently closed for refurbishment.

244. **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).

Mr Romang advised that he had reported a pot hole in Green Trees Avenue to ECC Highways on 1<sup>st</sup> July 2019 ref No.2623358.

Members discussed moving the agenda item for Planning Matters to follow after Finance at future meetings, and in view of District Cllr Mrs Fleming’s comment re the new leader of MDC and reduction in speed limits etc. that Members discuss at the next meeting the 40mph speed limit in part of the village.

245. **DATES OF FUTURE MEETINGS IN 2019**

Wednesdays: 4<sup>th</sup> September, 2<sup>nd</sup> October, 6<sup>th</sup> November and 4<sup>th</sup> December.

246. **EXCLUSION OF PRESS & PUBLIC**

In accordance with S.1 of the Public Bodies (Admission to Meetings) Act 1960 to resolve that in view of the nature of the business to be discussed it is in the opinion of the Committee advisable that the Public and Press be excluded and they were instructed to withdraw

The one remaining Member of the Public left the meeting

247. **CO-OPTION TO PARISH COUNCIL:** Members discussed and then agreed unanimously to co-opt Mr Jeremy Richardson to the Parish Council.

There being no further business the meeting was closed at 9.40pm

Chairman.....

Date.....