

# COLD NORTON PARISH COUNCIL

## ORDINARY MEETING OF THE PARISH COUNCIL HELD ON WEDNESDAY 13<sup>TH</sup> MAY 2019, in The Les Barclay Room of the Village Hall – commencing immediately after the Annual General Meeting

The attendance list is the same as for the Annual General Meeting.

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

**68. 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.

Mr Romang declared an interest in Allotments as he is an allotment holder.

**69. VACANCY ON THE COUNCIL**

To consider one candidate for co-option to fill one of the vacancies on the Parish Council following the recent elections. The candidate has confirmed their eligibility for co-option as a councillor. The meeting is open to the public, although the discussion and voting on the applications will take place in private session. The candidate who is co-opted may join the meeting as a full voting member once their Declaration of Acceptance of Office has been made.

**69.1. 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.

There were no Members of the Public present

**69.2. CONSIDERATION OF ONE VACANCY ON THE COUNCIL**

Members considered filling one vacancy by co-option and unanimously agreed to co-opt Mrs Sue Garnham. Mrs Garnham duly signed her Declaration of Office and then joined the Members at the table

**70. PUBLIC QUESTION TIME:** there were no Members of the Public present.

**71. MINUTES OF THE ORDINARY MEETING of the Parish Council** held on Wednesday 3<sup>rd</sup> April 2019 were approved as correct and signed accordingly

**72. DISTRICT COUNCILLOR'S REPORT:** District Cllr Ms White updated Members about road closures, MDC Council, planning meetings and affordable housing, advising that she had spoken to ECC Cllrs about Fambridge Road and that it would be open to 2 way traffic shortly; that there was an issue with the Mundon works due to evidence of Great Crested Newts; that she had been appointed Chair of the Overview & Scrutiny Committee; that planning applications will only go to Committee when requested by District Cllrs, so Parish Councils are asked to highlight to the District Cllrs any planning applications that the PC is concerned about; that restructuring at MDC will continue until the Autumn; that she will be looking into the rumours that affordable housing in North Fambridge is being sold to Haringey Council.

**73. COUNTY COUNCILLOR REPORT:** Members noted the mid April report supplied by County Cllr Mrs Channer.

## FINANCE

### Approval of Payments

74. Mr Roy Wiseman to village caretaker work from 5<sup>th</sup> April to 3<sup>rd</sup> May 2019 Invoice dated 3rd May 2019 £72.00. Cheque No.022075
75. Maria Dyer office expenses from 31st March to 7<sup>th</sup> May 2019 £104.81 (£99.48 net). Cheque No.022076
76. BHIB Insurance renewal from 1<sup>st</sup> June 2019 (2<sup>nd</sup> of three year agreement) £679.57 (£606.76 premium plus 12% Insurance Premium Tax £72.81).Cheque NO.022077
77. Tola Plant Hire Limited to works as agreed to Cherry Blossom Lane Invoice No.8935 dated 15th April 2019 £3,270.00 (£2,725.00 net). Cheque No.022078
78. Maldon District Council to grass cutting Invoice No.COL58679671 dated 24<sup>th</sup> April 2019 £100.34 (£83.62 net). Cheque No.022079
79. Lodge Information Services to LIS Managed Antivirus Subscription for 12 months (to 29<sup>th</sup> April 2020) for one device. Invoice No.LIS56388 dated 1<sup>st</sup> April 2019 £60.00 (£50.00 net). Cheque No.022080
80. NALC to annual subscription for LCR magazine (quarterly issue) from April 2019 to March 2020 £17.00. Cheque No.022081
81. E-on to electricity for street lights March 2019 Invoice No.HI7019BA1C dated 2<sup>nd</sup> April 2019 £112.55 (£107.19 net) taken by direct debit on 12<sup>th</sup> April 2019.
82. E-on to electricity for street lights April 2019 Invoice No.HI71D8E7C2 dated 1<sup>st</sup> May 2019 £108.92 (£103.73 net) will be taken by direct debit on 11<sup>th</sup> May 2019.

### 83. Financial Statement

#### Current balances:

Barclays 10 Day Notice as at 8 <sup>th</sup> March 2019	£	588.75
Santander as at 2 <sup>nd</sup> May 2019	£	<u>39,515.18 *</u>
	£	40,103.93

\*includes Precept payment from MDC of £27,700

84. **Solar Panels at Village Hall:** reading was taken on 23<sup>rd</sup> April 2019 and FIT payment is expected to be c£580. Noted
85. **PWLB:** balance outstanding on two loans (VH and Solar panels) as at 31<sup>st</sup> March 2019 is £21,771.20. Noted.
86. **BT Business:** Members had been supplied with correspondence re price increase and advised that this would be looked into. **ACTION: CLERK**
87. **Pensions Regulator:** Members had been supplied with correspondence and advised that the only member of CNPC staff is not eligible and does not wish to join a scheme. Paperwork as is duly required will be submitted to The Pensions Regulator. **ACTION: CLERK**

## VILLAGE HALL

88. **Report from VHMC:** in relation to fund raising for the VH car park/playground project Mrs Garnham reported that the tea party event had been very enjoyable and successful making a profit of £580, that the 'penny jar' had produced £75 and with £200 from the pub it is predicted that at least £2,000 will be raised by the end of the year.
89. **Parking at Village Hall:** it was noted that measures put in place seem to still be working.

## HIGHWAYS AND ROAD SAFETY

90. **White Fingerpost from Corner of Howe Green & Hackman's Lane:** awaiting installation. Noted

91. **Cherry Blossom Lane:** Members had been advised that temporary fix works had been completed and contributions of £500 towards the works had been received from 4 residents; Clerk will be writing to all residents. Order had been placed for 2 x 5mph signs to be installed at the top of road and by VH car park. Condition of road will be monitored and installation of shingle and/or sleeping policemen considered if felt necessary. Regarding the conditional adoption of the road advised by ECC, via County Cllr Mrs Channer, Clerk is awaiting an indicative cost to bring the road to ECC standard to ascertain if PC/Residents wish to proceed further. At the meeting Members discussed the issue with holes that had appeared and the problem regarding the 'slope' onto Latchingdon Road. Clerk to contact the Contractor for his appraisal of the situation. **ACTION: CLERK**
92. **Road Safety:** still awaiting for Police to advise if a site near the zebra crossing is suitable for TRUCAM checks (NB a point by bridge/Green Trees Avenue is already an approved safe point for traffic checks and therefore suitable for TRUCAM checks). Noted
93. **VAS (vehicle activated) Signs:** noted that both had been reported to ECC Highways as not working correctly.
94. **Roundabout Sign at Palepits Corner:** now reinstalled
95. **ECC Road Works:** Maldon and Mundon/diversions through villages. These were discussed and Clerk was requested to write to Cllr Bentley to ask what level of coordination of works was undertaken prior to commencement, the PC being very dissatisfied with the present state of affairs with two accesses being closed, and with the restriction of the route through SWF to facilitate the construction of a new roundabout; Clerk to also put a note on the website **ACTION: CLERK**

#### **POLICE MATTERS/ANTI-SOCIAL BEHAVIOUR**

96. **Special Constables:** meeting to be arranged with the Officer, plus Clerk and 1 or 2 Cllrs to explain/discuss the scheme. Noted
97. **Police Presence in Community/PC Meetings:** nothing to report.

#### **OPEN SPACE**

98. **Cowpiece Nature Reserve:** it was noted that works to viewing platform are still to be completed by local contractor and that the Village Caretaker was still to undertake clearance works.
99. **Playing Field**
- 99.1. **Independent Playground Inspection 2019:** it was noted that this had been undertaken and the report was awaited.
- 99.2. **Car park Extension/New Play Equipment/Skate Ramp:** at fund raising stage, Minute No.88 applies
100. **Village Caretaker work:** Members were advised that in addition to safety checks and litter picks, works carried out were: a broken panel on play equipment had been fixed, VH car park cleaned, footpath at Ferris Avenue cleared of branches and at top of Green Trees Avenue and bridge, branches removed, hedge cut and shrubs tidied. Members discussed vegetation in the Playing Field and the need to cut back. Mrs Garnham and Mr Wakeling to advise area of concern – Clerk will then check if Village Caretaker can undertake this, if not MDC Greens Maintenance Team will be approached. **ACTION: MRS GARNHAM/  
MR WAKELING/CLERK**
101. **Allotments: Land adjacent to site:** nothing to report re MOAT, but Clerk advised that a resident whose property backs onto this area had contacted the Clerk re this land and also requested that a tree overhanging her garden from the allotment be trimmed back. Following discussion it was agreed that the Clerk discusses all these matters with MOAT, plus makes MOAT aware that vegetation from their property is obscuring one of the Belisha Beacons. **ACTION: CLERK**
102. **Three Ashes Corner as a Village Green:** Nothing to report.

103. **Seat near allotments/bus stop:** to note email had been sent to ECC to establish feasibility. Clerk has now been advised that this should be referred to MDC for permission. District Cllr Ms White looking into.  
**ACTION: DISTRICT CLLR  
MS WHITE**
104. **Trees in Playing Field:** to note that as instructed Clerk will investigate surveys in 2019.

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

105. **Footpaths 12/13 bridge brickwork:** ECC Highways Ref.2547383. Nothing to report. Mr Wakeling to inspect.  
**ACTION: MR WAKELING**
106. **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**
107. **Footpath 20:** top part of fingerpost is off; reported Ref No.2591196. Not actioned by ECC as not 'high priority' – Village Caretaker has been asked to affix.
108. **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**
109. **Footpath 15:** sign rotten and unusable, new sign needed. Reported to ECC Highways Ref No.2616290
110. **Footpath 3 and Footpath 5:** Members had been supplied with details of temporary closures relating to activities at Stow Maries Aerodrome. Noted.
111. **Footpaths 28 & 29:** details of modifications had been forwarded to Members by email. Noted.
112. **EMERGENCY PLANNING/PROCEDURES:** Clerk to contact MDC/CCC re up to date procedures.  
**ACTION: CLERK**

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

113. **Code of Conduct Training for Cllrs:** 22<sup>nd</sup> May 2019 – details has been supplied to Members. Members to advise Clerk if they wish to attend.  
**ACTION: ALL MEMBERS**
114. **Passenger Transport Meetings June 2019:** Maldon District meeting scheduled for Wednesday 12<sup>th</sup> June in MDC offices. A resident has indicated that she will attend on behalf of the PC. Noted.
115. **Dengie Hundred Group of Parish Councils Quarterly Meeting:** next meeting 19<sup>th</sup> June tbc.

#### **CORRESPONDENCE/CONSULTATIONS**

116. **Consultation on changes to the use of Concessionary Bus Passes on Essex County Council run Park and Ride services:** details had been forwarded to Members by email. It was agreed that Members would complete as individuals, if they wished to do so.
117. **75<sup>th</sup> Anniversary of VE Day, 8<sup>th</sup> – 10<sup>th</sup> May 2020:** invitation to participate in celebrating and commemorating this anniversary had been forwarded to Members by email. Mrs Garnham to discuss with the Village Hall Management Committee.  
**ACTION: MRS GARNHAM**
118. **Farleigh Hospice Outreach Services:** Members had been supplied with a request for locations for the outreach vehicle. Members discussed and agreed that the VH Car Park is offered as a location. Clerk to follow up.  
**ACTION: CLERK**

## PLANNING

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

**19/00437/HOUSE 30A Latchingdon Road, Cold Norton:** single storey rear extension. Week No.16 dated 18<sup>th</sup> April 2019:

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

**19/00442/HOUSE Avalon, 30D Latchingdon Road, Cold Norton:** Amendment of approved application 18/01339/HOUSE – single storey rear extension. Week No.17 dated 26<sup>th</sup> April 2019:

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

**19/00484/HOUSE PP-07811644 14A Latchingdon Road, Cold Norton:** First floor extension, raising the roof of the dwelling, rear and side single storey extension and open porch. Week No.18 dated 3<sup>rd</sup> May 2019:

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

**19/00455/FUL Vermont, 27 Stow Road, 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. Week No.18 dated 3<sup>rd</sup> May 2019:

The Parish Council raised no objections, but added the following comment:

*“But limited to this proposed development on the site, would not want to see other properties on this site”.*

**19/00466/FUL PP-07794689 Land East of Pine Lodge, Junction Road, Cold Norton:** Conversion of workshop to three bedroom dwelling. Week No.18 dated 3<sup>rd</sup> May 2019:

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

**FUL/MAL/19/00454 New Dwelling at Great Canney Cottage, Hackmans Lane 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). Week No.18 dated 3<sup>rd</sup> May 2019:

The Parish Council recommended refusal for the following reasons:

*“This is a sensitive site and the Members believe that the planning consent in place is sufficient, removal of condition 9 will lead to over development of the site. Members consider that what is proposed should be considered under a separate full planning application. Contrary to policy D1 – Design Quality & Built Environment, Policy S2 – Strategic Growth and Policy S3 - Place Shaping”*

120. **Maldon District Council Decisions:** covering decisions advised from w/e 5<sup>th</sup> April to w/e 10<sup>th</sup> May 2019; a detailed list had been supplied to Members, which is summarised below:

**PDE/MAL/19/00245 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 APPROVAL REQUIRED & REFUSED**

**NMA/MAL/19/00321 Cold Norton**

Application for non-material amendment following grant of Planning Permission

HOUSE/MAL/18/01067 Two storey side extension, single storey rear extension, works to convert the garage and extending the lean to roof. Amendment sought: window change to floor plan

11 Victoria Road Cold Norton Essex CM3 6JD

(UPRN - 100090556200)

Mr R Lovett

**APPROVED**

**LDP/MAL/19/00246 Cold Norton**  
Claim for lawful development certificate for a proposed single storey outbuilding  
4 The Links Purleigh Essex CM3 6FR  
(UPRN - 010014001548)  
Mr David Bench **APPROVED**

121. **Housing Needs Survey:** being progressed
122. **WINTER SALT PARTNERSHIP SCHEME 2018/2019:** salt bin to be installed at village hall car park and will utilise some of the salt supplied by ECC. Still to be actioned.  
**ACTION: CLERK**
123. **STANDING ORDERS:** review deferred to a future meeting.  
**ACTION: CLERK**
124. **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).  
  
Clerk explained the co-option process.
125. **PROPOSED MEETINGS AND APM in 2019**  
Meetings: Wednesdays: 5<sup>th</sup> June, 3<sup>rd</sup> July, 4<sup>th</sup> September, 2<sup>nd</sup> October, 6<sup>th</sup> November and 4<sup>th</sup> December.  
  
Annual Parish Meeting: will be held on Wednesday 29<sup>th</sup> May 2019.
126. **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  
  
There were no Members of the Public present.
127. **VILLAGER OF THE YEAR**  
Clerk advised Members of the names of the Villagers proposed via emails/phone calls. Members considered and a unanimous decision was reached. Clerk to arrange for the shield to be engraved accordingly for presentation at the APM.  
**ACTION: CLERK**

There being no further business the meeting was closed at 9.15pm

Chairman.....

Date.....