

# COLD NORTON PARISH COUNCIL

## MINUTES OF THE MONTHLY MEETING OF THE PARISH COUNCIL HELD ON WEDNESDAY 4<sup>TH</sup> SEPTEMBER 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 J Richardson  
Mr A Romang  
Mr P Wakeling (Chairman)

**In attendance:** Mrs M. Dyer (Parish Clerk)  
County Cllr Mrs Channer  
Six Members of the Public

**259. APOLOGIES FOR ABSENCE:** apologies were received and accepted from District Cllr Mrs Fleming

### **260. 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. Mr Richardson declared an interest in Stow Maries Aerodrome as it has yet to be established with the Monitoring Officer at MDC if as a volunteer Mr Richardson is required to declare an interest.

**261. PUBLIC QUESTION TIME:** Some Members of the Public present had attended to talk about County Broadband and the current programme of installation works. These residents spoke about their extreme disappointment at the installation of poles in St Stephens Road as part of County Broadband's programme of works, when it had been understood that all cables would be ducted. A long discussion followed, when all Members of the Public present spoke and the Chairman and Vice Chairman of the Parish Council gave reports of the Parish Council's involvement, advising that discussions with County Broadband had resulted in a reduction of 30+ poles to 10, but that the community in the area around the Church would not have received fibre without installation by pole. Whilst it was acknowledged that County Broadband has a statutory right and does not require planning permission and therefore that ECC, MDC and Cold Norton PC all have limited powers, approaches would be made to County Broadband regarding the three most 'offensive' poles.

**262. MINUTES OF THE ORDINARY MEETING of the Parish Council** held on Wednesday 3<sup>rd</sup> July 2019 and **MINUTES OF THE EXTRAORDINARY MEETING** held on Thursday 15<sup>th</sup> August 2019 were both approved as correct and signed accordingly.

**263. DISTRICT COUNCILLOR'S REPORT:** not available

**264. COUNTY COUNCILLOR REPORT:** Members had been supplied with a report for July 2019 from County Cllr Mrs Channer. Noted. At the meeting County Cllr Mrs Channer advised Members that the Army & Navy flyover remains closed pending a funding application and that the request for Cold Norton footway works had been put forward to the ECC Member Led Footway Repair programme. Mr Wakeling thanked County Cllr Mrs Channer for supporting the Parish Council's CIF application.

## FINANCE

### Approval of Payments

265. Mr Roy Wiseman to village caretaker work. Invoice dated 30<sup>th</sup> August 2019 £124.00. Cheque No.022103
266. Maria Dyer office expenses from 1<sup>st</sup> July to 31<sup>st</sup> August to 30<sup>th</sup> June 2019 £53.73. Cheque No.022104
267. PWLB to two loans £1,347.70 will be taken by direct debit on 20<sup>th</sup> September 2019.
268. A&J Lighting Solutions to supply and installation of 6 x LED street lights. Invoice No.33263 dated 28<sup>th</sup> August 2019 £2664.00 (£2,220.00 net). Cheque No.022105
269. EALC to supply of 1 x new Cllr Pack for Cllr Richardson. Invoice No.11774 dated 3<sup>rd</sup> September 2019 £25.08 (£20.90 net). Cheque No.022106.
270. BT to public pay phone at Village Hall Line Rental 1<sup>st</sup> August to 31<sup>st</sup> October 2019. Invoice No.Q020KO dated 13<sup>th</sup> August 2019 £68.52 (£57.10 net) taken by direct debit on 27<sup>th</sup> August 2019.
271. HM Revenue & Customs to Tax and NI payments to 5<sup>th</sup> October 2019 £13.60. Cheque No.022107

### 272. Financial Statement

#### Current balances:

Barclays 10 Day Notice as at 10 <sup>th</sup> June 2019	£	588.33
Santander as at 2 <sup>nd</sup> August 2019	£	<u>44,123.49</u> (inc. VAT reimbursed)
	£	44,711.82*

\*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)

273. **Solar Panels at Village Hall:** Members were advised that income for the 3 months to 25<sup>th</sup> July 2019 was £717.08. Noted.

## PLANNING

274. **Planning Application received by the Parish Council:** the following was considered and the response was

**19/00752/LBC Norton Hall, St Stephens Road, Cold Norton:** Variation on condition 5 (retention of existing door) on approved planning permission LBC/MAL/18/01168 (Conversion of existing stables, currently used as storage, to ancillary accommodation.) Amendment to wording of condition 5 to allow the door to be altered to fit the new door opening. Week No.34 dated 23<sup>rd</sup> August 2019:

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

**FOR INFORMATION ONLY: 19/00764/LDP 4 The Links, Stow Road, Cold Norton:** Claim for lawful development certificate for a proposed single storey rear extension constructed as per the submitted plans. Materials used in the construction to be similar in appearance externally to those used in the existing building. Week No.33 dated 16<sup>th</sup> August 2019. Noted.

275. **Maldon District Council Decisions:** covering decisions advised from w/e 5<sup>th</sup> July to w/e 30<sup>th</sup> August 2019; a detailed list had been supplied to Members, which is summarised below:

#### **FUL/MAL/18/01369 North Fambridge**

Section 73A application for the erection of four polytunnels (proposed) and the erection of a farm shop to sell on site grown produce (part retrospective).

Lords Acre Nursery Lower Burnham Road North Fambridge Essex  
(UPRN - 200000909836)

Mr D Burt **APPROVED**

#### **HOUSE/MAL/19/00530 Cold Norton**

Proposed outbuilding with swimming pool area - proposed single storey outbuilding with pitched roof and Velux windows over and part flat roof

Oakwood Manor Station Road Cold Norton Essex  
(UPRN - 100091257158)

Mr Steve Jacob **REFUSED**

**WTPO/MAL/19/00553 Cold Norton**

T1 Maple and T2 Hawthorn - Reduce the height and width by 1m - TPO 18/95  
7 Henney Close Cold Norton Essex CM3 6SY  
(UPRN - 100090554914)  
Mr Richard Stapley **APPROVED**

**HOUSE/MAL/19/00505 Cold Norton**

Greenhouse installation  
Norton Hall St Stephens Road Cold Norton Essex  
(UPRN - 100091257122)  
Mr Gary Spicer **APPROVED**

**FUL/MAL/19/00523 Cold Norton**

Erection of tractor/hay barn and stables  
Land at Pine Lodge Junction Road Cold Norton  
(UPRN - 010014002161)  
Mr F Bruschweiler **REFUSED**

**WTPO/MAL/19/00696 Cold Norton**

T4 & T5 Oak - Fell  
36 St Stephens Road Cold Norton Essex CM3 6JE  
(UPRN - 100090555827)  
Ms Toft - Subsidence Management Services **REFUSED**

**FUL/MAL/19/00524 Cold Norton**

Variation of condition 2 on approved planning permission FUL/MAL/19/00112 (Construction of a one and a half storey house with associated garage and access)  
Plot B Land South Of Nathilda Purleigh Grove Cold Norton Essex  
(UPRN - 010094633667)  
Mr Luke Hardy **APPROVED**

**COUPA/MAL/19/00608 Purleigh**

Prior approval of proposed change of use of agricultural building to No.1 dwelling house (C3), and for associated operational development.  
Agricultural Building Flambirds Farm Hackmans Lane Purleigh  
(UPRN - 010094633699)  
Mr Trevor Crosby **PRIOR APPROVAL IS REQUIRED AND GRANTED**

276. **Housing Needs Survey:** would be carried out in September 2019.
277. **Land opposite Bluebell Barn 19/00728:** Members were advised that this was referred to North Fambridge PC as requested and that the NFPC Clerk had advised: "*Thank you for referring this. The Councillors have had a look at the plans and have no additional comments to make*". Noted.
278. **Notification of Chelmsford Draft Local Plan Main Modifications Consultation and accompanying Sustainability Appraisal and Habitats Regulations Assessment: consultation period: 1<sup>st</sup> August to 19<sup>th</sup> September 2019.** Documents can be viewed via: [www.chelmsford.gov.uk/planningpolicyconsult](http://www.chelmsford.gov.uk/planningpolicyconsult) Link had been forwarded to Members by email and the hard copy had been delivered to the Vice Chairman to review. At the meeting the hard copy was passed to Mr Richardson who would review and pass onto Mr Wakeling to review. Following these reviews a decision would be made if a CNPC opinion should be submitted. It was commented on at the meeting that traffic movement/bottleneck may be an issue. **ACTION: MEMBERS**
279. **Local Heritage Assets in Cold Norton adopted by MDC on 6<sup>th</sup> June 2019:** St Stephens Church and Kitts Hill Floodlight – details had been forwarded to Members by email. Noted.
280. **COUNTY BROADBAND:** this item had been discussed under Public Question Time and Members agreed that an approach would be made to County Broadband regarding the three most 'offensive' poles. **ACTION: CLERK**

281. **VILLAGE HALL:** Mrs Garnham advised that there had been a flood in the kitchen at the Village Hall on 3<sup>rd</sup> September 2019, due to a flexible pipe splitting, now rectified. Noted.

## HIGHWAYS AND ROAD SAFETY

282. **White Fingerpost at Corner of Howe Green & Hackman's Lane:** Clerk had advised that there was nothing to report yet from ECC re the installation of several metal signs instead of a fingerpost, but Members were of the opinion that the new signage was acceptable and very clear.
283. **Cherry Blossom Lane:** site meeting requested with contractor; Clerk advised that a response was still awaited. Noted
284. **Road Safety:** still awaiting Police to advise if a site near the zebra crossing is suitable for TRUCAM checks. Clerk has followed up. Noted
285. **VAS (vehicle activated) Signs:** both reported to ECC Highways as not working correctly. Nothing to report. Noted
286. **ECC Member Led Footway Repair Programme:** site and photographs submitted. County Cllr Mrs Channer had advised that the nominated Cold Norton footway had been put forward (Minute No.264 applies). Noted.
287. **Speed Limit Reduction in Village:** Members discussed and were in agreement that it be proposed to the new leader of the Council, Cllr Adrian Flucker that a 30mph speed limit be introduced from the bridge to Palepit roundabout and along Stow Road to link up with the start of the 30mph 'boundary' with Stow Maries. This request to be made via District Cllrs Ms white and Mrs Fleming.  
**ACTION: CLERK/  
DISTRICT CLLRS**
288. **ECC Highways Service/Progress of Highways Issues:** Members had been supplied with a copy of the letter sent to Cllr Bentley at ECC by Woodham Mortimer & Hazeleigh Parish Council. Noted.
289. **2019-20 Annual Plan for Essex Highways:** had been forwarded to Members by email. Noted

## POLICE MATTERS/ANTI-SOCIAL BEHAVIOUR

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

## OPEN SPACE

292. **Cowpiece Nature Reserve:** Members had been advised that works to the viewing platform had now been completed by local contractor, but additional works had been required as rot had been discovered in the bearers when the damaged boards were removed. Noted.
293. **Playing Field**
- 293.1. **Independent Playground Inspection 2019:** Members had been advised that a local contractor was undertaking works arising from report. Noted.
- 293.2. **Car park Extension/New Play Equipment/Skate Ramp:** at grant stage. Information received regarding outdoor table tennis table. Noted.
- 293.3. **Goal Posts:** Members had been advised that a report was awaited from the village caretaker re removal of faulty goal post and installation of net clips for the goal net. Regarding new goals the Village caretaker had suggested a suitable size; awaiting recommendation from Woodham Radars FC, also suggested location avoiding their playing area.

- 293.4. Youth Football:** Woodham Radars Youth FC had advised that it plans to play here this coming season. Members agreed that fee per match should remain at £10 per game.
- 293.5. Metal 'Nets' for basketball hoops:** Members had been advised that a set had been purchased by a resident and installed by the Village Caretaker. Members expressed their thanks to the generous resident.
- 294. Village Caretaker work:** Members were advised that in addition to safety checks and litter picks, works carried out were: mowing footpath from Latchingdon Road to Church, mowing verges by Church and mowed and swept by bridge and at top of Green Trees Avenue mowed and swept grass area and trimmed bushes. Noted.
- 295. Allotments: Land adjacent to site:** Clerk advised Members that MOAT Housing had confirmed that there was interest by a nearby resident to acquire this area and would be progressed. Noted.
- 296. Three Ashes Corner as a Village Green:** information re village greens to be passed to Mr Wakeling
- 297. Seat near allotments/bus stop:** District Cllr investigating permission route at MDC.
- 298. Trees in Playing Field:** to note that as instructed Clerk will investigate surveys in 2019.
- 299. Tree Carter:** information had been forwarded to Members by email. Members considered and were in agreement that CNPC should sign up. **ACTION: CLERK**

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

- 300. Footpaths 12/13 bridge brickwork:** ECC Highways Ref.2547383. Awaiting update from PRoW
- 301. Footpath 14/19:** gate post adrift; reported Ref No.259119. Awaiting update from PRoW
- 302. Footpath 16:** verge area on Lower Burnham Road is overgrown, needs clearing. Reported Ref No.2607951. Awaiting update from PRoW
- 303. Footpath 15:** sign rotten and unusable, new sign needed. Reported to ECC Highways Ref No.2616290.
- 304. Footpath 28:** overgrown – reported ECC Highways Ref.2631091
- 305. Public Right of Way:** Members had been supplied with correspondence relating to Bradwell Parish Council's application to have a footpath formalised, which was refused. Some CNPC Cllrs and residents had supported Bradwell PC's application back in February 2018. Noted.
- 306. EMERGENCY PLANNING/PROCEDURES:** nothing to report.

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

- 307. Stow Maries Aerodrome AGM:** Tuesday 17<sup>th</sup> September 2019 7pm – 9pm. Mr Haydon to attend.
- 308. Dengie Hundred Group of Parish Councils Quarterly Meeting:** Wednesday 18<sup>th</sup> September 2019 in Burnham. No one available to attend.
- 309. EALC 2019 AGM Thursday 19<sup>th</sup> September 2019:** no one available to attend.
- 310. Stow Maries Aerodrome Joint Consultative Committee (JCC) Meeting Wednesday 6<sup>th</sup> November 2019:** draft minutes from 3<sup>rd</sup> July 2019 meeting had been forwarded by email to Members. Mr Haydon to attend the November meeting.
- 311. Essex Wildlife Trust AGM & Members Day Saturday 5th October 2019:** no one available to attend.

**312. Creatives Communities Meeting:** Members had been supplied with notes from the meeting Mr Wakeling & Mrs Garnham had attended in July, plus details of 'Villager Adopter' for Cllrs to consider. Whilst no decision was made re the 'Village Adopter', the Clerk was asked to put a notice on the open notice board near the allotments advising residents that they can use this notice board to advertise events/information of interest/relevant to villagers. **ACTION: CLERK**

**313. Health & Wellbeing & Mental Health First Aid Training:** Members had been advised that only one resident (plus the Clerk) had expressed an interest in attending an event in Cold Norton and that as there were events in other locations this resident and the Clerk had booked to attend one of these. Details of how to book other locations would be included in the October Beacon.

The Clerk had advised Members that Health & Wellbeing is a major topic at the moment and had forwarded by email communication from the Health & Wellbeing Officer at EALC and details of initiatives from 'Groundworks' for Cllrs to consider. Members were asked to consider whether the Parish Council should develop/formalise Health & Wellbeing initiatives within the PC with a Cllr nominated as the PC representative. It was agreed to defer this to a future meeting.

#### **CORRESPONDENCE/CONSULTATIONS**

**314. Essex Village of the Year 2019:** Members had been supplied with details. Noted.

**315. Essex Count Neighbourhood Watch Association:** Members had been supplied with details and it was agreed that a NW District co-ordinator be invited to attend a future Parish Council meeting. Mrs Kirk, as the Village NW Representative, to be advised.

**316. Essex Future Library Services Strategy:** two updates had been forwarded to Members by email. Noted

**317. Campaign to Protect Rural England (CPRE):** letter received 27<sup>th</sup> July 2019 regarding changes at CPRE had been supplied to Members. Noted.

**318. WINTER SALT PARTNERSHIP SCHEME 2019/2020:** new scheme launched. Clerk had advised ECC that CNPC would be participating, but did not require any salt. Clerk advised that there was a further stock of salt stored at a second location, but that the number of bags and condition was not known.

**319. STANDING ORDERS:** review deferred

**320. COUNTRY PRODUCE:** the village store had now reopened.

**321. MEMORIAL ITEM:** the Clerk reported back on the situation at the Church. Mr Haydon offered to make enquiries with the family. **ACTION: MR HAYDON**

**322. 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).

No matters were reported.

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

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

**324. 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.

County Cllr Mrs Channer and the Members of the Public left the meeting.

**325. CO-OPTION TO PARISH COUNCIL:** Members discussed the applications received and then agreed unanimously to co-opt Mrs Marion Gunn and Mrs Joanne Luck on to the Parish Council.

There being no further business the meeting was closed at 9.20pm

Chairman.....

Date.....