

COLD NORTON PARISH COUNCIL

MINUTES OF THE MONTHLY MEETING OF THE PARISH COUNCIL HELD ON WEDNESDAY 2ND OCTOBER 2019 AT 7.30PM IN THE LES BARCLAY ROOM AT THE VILLAGE HALL

THOSE PRESENT:

Councillors:

Mrs M Gunn
Mr B Haydon (Vice Chairman)
Mrs J luck
Mr J Richardson
Mr A Romang
Mr P Wakeling (Chairman)

In attendance: Mrs M. Dyer (Parish Clerk)
District Cllr Mrs Fleming
One Member of the Public

Chairman Mr P Wakeling started the meeting by welcoming the two new Cllrs and stating that he looked forward to them having a long and productive time on Cold Norton Parish Council. District Cllr Mrs Fleming advised that District Cllr Ms White had recently married; the Cllrs welcomed this happy news - Clerk will send congratulations to Ms White and her new husband from the Parish Council.

326. APOLOGIES FOR ABSENCE: apologies were received and accepted from County Cllr Mrs Channer and District Cllr Ms S White.

327. 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 both declared an interest in Allotments as he is an allotment holder.
Mr Richardson declared an interest in Stow Maries Aerodrome as he works there as a volunteer. NB the Monitoring Officer at MDC had been consulted regarding whether as a volunteer Mr Richardson's volunteering role at the aerodrome requires him to declare an interest – the view was that technically it is a non-pecuniary interest, but given that this is a very active site with planning applications etc. that it may be prudent to declare an interest.

328. PUBLIC QUESTION TIME: The one Member of the Public present gave an update re County Broadband and the three poles most 'offensive' poles. The Chairman advised that the PC had been advised by County Broadband that the issue was being investigated.

The Member of the Public then left the meeting

329. DISTRICT COUNCILLOR'S REPORT: District Cllr Mrs Fleming updated Members advising that there had been a delay in the approval of the MDC accounts due to the departure of a senior financial executive; that there were now fewer committees at MDC – the three main ones are: Community Services Committee, Finance and Corporate Services Committee, Planning and Licensing Committee; that CIL was still not 'live' as there were new rules since September 2019; that Heybridge Garden Suburb had been approved, so MDC is now compliant with the five year land supply target, which will help with speculative developments in rural villages; that discussions are in hand with ECC regarding speed reductions.

District Cllr Mrs Fleming then left the meeting.

330. COUNTY COUNCILLOR REPORT: noted: reports supplied by County Cllr Mrs Channer.

FINANCE

Approval of Payments:

331. Maria Dyer office expenses from 1st to 27th September 2019 £121.83 (£106.99) NB high because this includes ink for printer at £85.93 gross/£71.59 net. Cheque No.022109
332. Sue Lees Consultancy October 2019 advance quarterly maintenance fee for CNPC web site. Invoice No.0004073 dated 1st September 2019 £30.00. Cheque No.022110
333. Sue Lees Consultancy October 2019 advance yearly maintenance fee for CNPC web site (set up diary for PC meetings for 2020 & tidy up website etc. - 2 hours once a year). Invoice No.0004081 dated 1st September 2019 £60.00. Cheque No.022110
334. Sue Lees Consultancy October 2019 advance fee for Wordpress Maintenance Plan (twice year April and October) to help prevent security vulnerabilities for CNPC web site. Invoice No.00040782 dated 1st September 2019 £40.00. Cheque No.022110
335. Sue Lees Consultancy October 2019 advance once yearly reporting fee for CNPC web site. Invoice No.0004083 dated 1st September 2019 £30.00. Cheque No.022110
336. Campaign to Protect Rural England (CPRE) to subscription renewal to 31st October 2020. Members agreed to retain its membership at £36. Cheque No.022111
337. The Royal British Poppy Appeal to supply of 1 x Type "C" poppy wreath with CNPC Logo. Invoice No.30 received 24th September 2019 £19.00. Members discussed and were all in agreement to increase this donation by £31.00; total therefore £50.00. Cheque No.022112
338. Essex Digital Copiers (EDC) to 1 x toner for Ricoh MP301 photocopier. Invoice No.46489 dated 24th September 2019 £30.00 (£25.00 net). Cheque No.022113
339. PKF Littlejohn to external audit Invoice No.SB20193428 dated 24th September 2019 £240.00 £200.00 net). Cheque No.022114
340. E-on to electricity for street lights August 2019 Invoice No.HI78BE4E93 dated 1st September 2019 £112.55 (£107.19 net) was taken by direct debit on 11th September 2019.

341. Financial Statement

Current balances:

Barclays 10 Day Notice as at 10 th Sept 2019	£	588.62
Santander as at 2 nd September 2019	£	<u>43,937.82</u>
	£	44,526.44*

*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) **

** Clerk to ascertain if there is a time limit for a claim from the liquidator.

ACTION: CLERK

342. **Completion of Annual Audit for year ended 31st March 2019.** Members had been supplied with papers and copies of correspondence dated between 12th August and 27th August 2019 which explained the comment from the External Auditor was due to the fact that whilst the audit papers had been supplied on time the public rights dates from the previous year fall within the upcoming year and therefore impacted on this audit. Noted.
343. **Training for new Cllrs:** Clerk advised that if all new Cllrs attend both the two new Cllr Training Days that the budget allocated for training was insufficient. Members agreed that the budget could be increased so that the new Cllrs can attend the training sessions.

PLANNING

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

19/00944/WTPO PP-08112340 35 St Stephens Road, Cold Norton: T1 Ash - Crown reduce back from property to give 2 metres clearance of roof and building. Remove deadwood. Reduce height by 1.5 metres and rebalance crown over neighbouring side by up to 2 metres. All cuts to be made at suitable growth points. To prevent interference between tree and property and good arboricultural practice. Week No.37 13th September 2019:

The Parish Council had no objections, providing they are in line with MDC's Tree Officer's recommendations.

19/00993/HOUSE PP-08122668 Oakwood Manor, Station Road, Cold Norton: Proposed single storey outbuilding with pitched roof and Velux windows over and part flat roof. Week 39 dated 27th September 2019:

The Parish Council recommended refusal for the following reason: It is outside the development boundary. Contrary to policy S8 of the Maldon District LDP (Settlement Boundaries and the Countryside)

345. Maldon District Council Decisions: covering decisions advised from w/e 6th September to w/e 27th September 2019; a detailed list had been supplied to Members, which is summarised below:

FUL/MAL/19/00728 Cold Norton

Development of a farm shop incorporating a seafood counter and removal of existing building Land Opposite Bluebell Barn Lower Burnham Road Latchingdon Essex (UPRN - 010000236660)

Mr M Lancaster **APPROVED**

WTPO/MAL/19/00744 Cold Norton

T1, T4, T5, T6, T7, T8, T9, T10, T11, T12, T14, T16 - Maple, T2, T3, T15 - Ash- Crown reduction by 3m. T13 - (dead tree not sure what species as has no leaves) - Remove
9 Henney Close Cold Norton Essex CM3 6SY

(UPRN - 100090554915)

Miss Kalvinder Bisla **APPROVED**

LBC/MAL/19/00615 Cold Norton

Proposed structural stabilization works as detailed on the submitted drawings and removal of the existing pebble dash render and replacement with a lime slurry.

Building 33 Stow Maries Aerodrome Hackmans Lane Cold Norton

(UPRN - 010014002796)

Mr Michael Pudney - Stow Maries Great War Aerodrome Limited

GRANT LISTED BUILDING CONSENT

FUL/MAL/19/00753 Cold Norton

Proposed structural stabilization works and removal of the existing pebble dash render and replacement with a lime slurry

Building 33 Stow Maries Aerodrome Hackmans Lane Cold Norton

Mr Michael Pudney - Stow Maries Great War Aerodrome Limited

(UPRN 010014002796) **APPROVED**

LBC/MAL/19/00616 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.

Buildings 5, 30 & 34 Stow Maries Aerodrome Hackmans Lane Cold Norton

(UPRN - 010014002802)

Mr Michael Pudney - Stow Maries Great War Aerodrome Limited

GRANT LISTED BUILDING CONSENT

FUL/MAL/19/00791 Cold Norton

Construction of an agricultural workers dwellings

New Farm Dwelling Wayback Farm St Stephens Road Cold Norton

(UPRN - 010014002491)

Miss Pharoah **APPROVED**

WTPO/MAL/19/00822 Cold Norton

H1 Cypress Hedge - Remove 9m section of hedge to give a minimum clearance of 4.5m to the property. T2 Field Maple - Remove

7 Henney Close Cold Norton Essex CM3 6SY

(UPRN - 100090554914)

Direct Group Limited **APPROVED**

346. **Notification of Appeal: Great Canney Court, Hackmans Lane, Cold Norton.**
Proposal: Section 73A application for the change of use from office use to residential use containing one (1) x two-bedroom and five (5) x 1 bedroom residential units and the provision of associated parking and amenity space.
Application Ref: 19/00258/FUL PP-07640263
Appellants Name: Great Canney Developments Limited
Appeal Ref: APP/X1545/W/19/3235330
Appeal Start Date: 12th September 2019
347. **Withdrawal of Application (letter from MDC dated 24th September 2019:**
19/00676/FUL IAP00044724-001 White Acres, Crown Road, Cold Norton.
New 4 bedroom bungalow
348. **Housing Needs Survey:** date being reviewed with RCCE **ACTION: CLERK**
349. **Planning Policy:** a review to be undertaken at a future meeting; working party to be formed to discuss. **ACTION: CLERK**
350. **COUNTY BROADBAND:** this item had been discussed at Public Question Time, but comment added at this point was that connection was scheduled for mid-October
351. **VILLAGE HALL:** Mr Romang reported that bookings were satisfactory and that recently there had been two wedding receptions and one children's party, light maintenance had been required to the door and that the recent auction event had raised £1,200.00 bringing the total raised to date for the playground/car park project to £2,892.00

HIGHWAYS AND ROAD SAFETY

352. **White Fingerpost from Corner of Howe Green & Hackman's Lane:** as there have been no objections to the multiple new signs replacing the one fingerpost, Members requested this now be removed from the agenda,
353. **Cherry Blossom Lane:** site meeting requested with contractor; Clerk advised that a response was still awaited. It was noted that there is now a dip at the Latchingdon Road end and that a concrete area may be required. **ACTION: CLERK**
354. **Road Safety:** still awaiting Police to advise if a site near the zebra crossing is suitable for TRUCAM checks. Clerk has followed up. Noted
355. **VAS (vehicle activated) Signs:** both reported to ECC Highways as not working correctly. Nothing to report
356. **ECC Member Led Footway Repair Programme:** site and photographs submitted. Awaiting outcome
357. **Speed Limit Reduction in Village:** details of areas for speed reduction have been passed to the District Cllrs. At the meeting, Members requested that a 30mph limit be added to the previous request to cover the area from just past the water tower in Hackmans Lane down to Stow Road/Latchingdon junction. **ACTION: CLERK**
358. **Mundon Wash Bridge Progress:** update had been supplied to Members. Noted
359. **Closure of Army & Navy Flyover:** report had been supplied to Members, Noted
360. **Closure of Wellingditch Bridge, Stow Maries:** Clerk updated Members, advising that repairs may take months rather than weeks. Noted.

POLICE MATTERS/ANTI-SOCIAL BEHAVIOUR

361. **Special Constables:** meeting still to be arranged. Noted. Clerk to chase
ACTION: CLERK
362. **Police Presence in Community/PC Meetings:** nothing to report. Clerk to chase
ACTION: CLERK
363. **Police 'Make a Difference' Survey:** Members had been supplied with a link to the survey:
<https://www.essex.pfcc.police.uk/make-a-difference/>

OPEN SPACE

364. **Cowpiece Nature Reserve:** nothing to report
365. **Playing Field**
- 365.1. **Independent Playground Inspection 2019:** works arising from report in hand.
- 365.2. **Car park Extension/New Play Equipment/Skate Ramp:** Mr Wakefield updated Members, advising that the result of the ECC CIF was still awaited.
- 365.3. **Goal Posts:** awaiting confirmation from Woodham Radars re this season (see 365. 4 below) then new goals and location can be discussed. Noted.
- 365.4. **Youth Football:** Woodham Radars Youth FC has advised that it plans to play here this coming season, but has not confirmed. Noted.
366. **Village Caretaker work:** Caretaker continued to carry out regular inspections at the playground, but details of other works report awaited
367. **Allotments: Land adjacent to site:** nothing to report
368. **Three Ashes Corner as a Village Green:** information re village greens to be passed to Mr Wakeling
369. **Seat near allotments/bus stop:** District Cllr investigating permission route at MDC.
370. **Trees in Playing Field:** clarification of trees in this area and other areas for inclusion in survey. Clerk and Chairman to discuss this and the trees/hedges encroaching into playing field to be cut back.
ACTION: CHAIRMAN/CLERK
371. **Tree Carter:** CNPC signing up.

PUBLIC RIGHTS OF WAY

372. **Footpaths 12/13:** bridge brickwork: ECC Highways Ref.2547383. Awaiting update from PRoW
373. **Footpath 14/19:** gate post adrift; reported Ref No.259119. Awaiting update from PRoW
374. **Footpath 16:** verge area on Lower Burnham Road is overgrown, needs clearing. Reported Ref No.2607951. Awaiting update from PRoW
375. **Footpath 15:** sign rotten and unusable, new sign needed. Reported to ECC Highways Ref No.2616290.
376. **Footpath 28:** overgrown – reported ECC Highways Ref.2631091
377. **EMERGENCY PLANNING/PROCEDURES:** nothing to report

TRAINING/CONFERENCES/MEETINGS

- 378. **Stow Maries Aerodrome AGM:** 17th September 2019: Mr Haydon attended and reported that it had been well attended meeting and social event, with a presentation covering works undertaken; that Barry Dickens had taken over as Chairman from Peter Martin; that there are currently 162 volunteers at the site, but up to 250 are needed; that more advertising is being undertaken to promote the improved activities on the site and the expansion of the wildlife experience; that in 2018 the site received an award for its volunteer service for being well organised and run and well supported. It was agreed that events at the site should be promoted on the CNPC web site – Mr Haydon to look into.
ACTION: MR HAYDON
- 379. **Dengie Hundred Group of Parish Councils Quarterly Meeting:** minutes from the 19th June 2019 minutes had been supplied to Members. No one had been available to attend the September Quarterly Meeting.
- 380. **CPRE Essex AGM:** Saturday 5th October 2019 3pm at Cressing Temple Barns, information had been supplied to Members. Cllrs to advise Clerk if they plan to attend.
ACTION: MEMBERS
- 381. **Stow Maries Aerodrome Joint Consultative Committee (JCC) Meeting Wednesday 6th November 2019:** Mr Haydon to attend.

CORRESPONDENCE/CONSULTATIONS

- 382. **EALC Legal Update for September 2019:** had been forwarded to Members by email.
- 383. **WINTER SALT PARTNERSHIP SCHEME 2019/2020:** CNPC will be participating.
- 384. **STANDING ORDERS:** review deferred
- 385. **HEALTH & WELLBEING:** Deferred from September meeting: as Health & Wellbeing is a major topic at the moment, communication from the Health & Wellbeing Officer at EALC and details of initiatives from 'Groundworks' had been forwarded to Members by email to consider and Members had been supplied with additional communication re this topic. Members were asked to consider if the PC wanted to develop/formalise Health & Wellbeing initiatives within the PC. Following discussion it was agreed that in the first instance Mr Wakeling would approach the organisers of the Seniors Coffee/Lunch Club to discuss.
ACTION: MR WAKELING
- 386. **MEMORIAL ITEMS:** following discussion it was agreed that Mr Wakeling and Mr Haydon would make enquiries.
**ACTION: MR WAKELING/
MR HAYDON**
- 387. **COUNCILLOR RESIGNATION/NOTICE OF CASUAL VACANCY:** it was noted with regret that Mrs Garnham had resigned from the Parish Council.
- 388. **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).

The erection of 'Tommy' was discussed
- 389. **DATES OF REMAINING MEETINGS IN 2019**
Wednesdays: 6th November and 4th December.

There being no further business the meeting was closed at 9.42pm

Chairman.....

Date.....