

COLD NORTON PARISH COUNCIL

MINUTES OF THE MONTHLY MEETING OF THE PARISH COUNCIL HELD ON WEDNESDAY 4TH DECEMBER 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 P Wakeling (Chairman)

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

- 459. APOLOGIES FOR ABSENCE:** apologies were received and accepted from Cllr A Romang, County Cllr Mrs P Channer and District Cllrs Ms S White and Mrs J Fleming.
- 460. 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 Richardson declared an interest in Stow Maries Aerodrome as he works there as a volunteer.
- 461. PUBLIC QUESTION TIME:** The Member of Public present who resides on Cherry Blossom Lane brought along documents relating to the ownership of the actual roadway in Cherry Blossom Lane, which clearly proves that in his case that he does not 'own' the roadway in front of his home to the middle, as was deemed to be the case for this and all properties, including the Village Hall, along this road. As this now poses a question regarding all properties on this road, it was agreed that this would be looked into further and County Broadband approached regarding the installation of their fibre service to properties in this road and to the Village Hall, as non-installation was linked to ownership of the poles alongside the road in Cherry Blossom Lane. **ACTION: CLERK**
- 462. MINUTES OF THE ORDINARY MEETING of the Parish Council** held on Wednesday 6th November 2019 were approved as correct and signed accordingly. It was noted that whilst the minutes of the September 2019 meeting had been approved by Members at the October meeting, that this approval had been omitted from the actual formal minutes for the 2nd October 2019 meeting.
- 463. DISTRICT COUNCILLOR'S REPORT:** Both District Cllrs had sent their apologies for the meeting, but Cllr Mrs Fleming had forwarded the following information to be passed to the Cllrs:
Maldon District Council is again supporting the Maldon Food Pantry Christmas Appeal. The Council is inviting local people to donate items of festive food to be distributed as food parcels to those most in need in the community. MDC offices will act as a collection point until Friday 13th December for all donations. Opening hours Monday to Thursday 0830 to 1700 and Friday 0830 to 1630 hours.

Maldon District Council has announced Free Parking for Christmas on the following days at Maldon town centre pay and display car parks - 14 December, 21 December and 24 December.
- 464. COUNTY COUNCILLOR REPORT:** not available

FINANCE

Approval of Payments

465. Mr Roy Wiseman to village caretaker work. Invoice dated 29th November 2019 £60.00. Cheque No.022122
466. Maria Dyer office expenses from 1st to 30th November 2019 £53.88. Cheque No. 022123
467. Cold Norton Parochial Church Council to grant as agreed at November 2019 meeting £500. Cheque No.022124
468. Essex & Herts Air Ambulance to grant as agreed at November 2019 meeting £50. Cheque No.022125
469. Cold Norton Village Hall Management Committee (VHMC) to hire of The Les Barclay Room for PC meetings from August to November 2019 7 hours @ £8.20 per hour. Invoice dated 12th November 2019 £57.40. Cheque No.022126
470. Sue Lees Consultancy to SSL Certificate for one year for the www.cold-norton.org.uk website (NB installed in Dec 2018 website will show secure padlock in browsers as pages are encrypted). Invoice No.0004156 dated 1st November 2019 £75.00. Cheque No.022130
471. Society of Local Council Clerks (SLCC) to membership renewal for 2020 £126. (NB Clerk will personally pay the £40 membership fee for ALCC – trade union for people working in local council sector). Cheque No.022127
472. E-on to electricity for street lights October 2019 Invoice No.HI7C8A5C24 dated 3rd November 2019 £112.55 (£107.19 net) was taken by direct debit on 13th November 2019.
473. BT to public pay phone at Village Hall. Line Rental 1st November 2019 to 31st January 2020 Invoice No.Q0210A dated 13th November 2019 £68.52 (£57.10 net) was taken by direct debit on 27th November 2019.
474. HM Customs & Revenue to Tax/NI to 5th January 2020 £7.60. Cheque No.022128.

475. **Financial Statement**
Current balances:

Barclays 10 Day Notice as at 10th Sept 2019	£	588.62
Santander as at 2nd November 2019	£	<u>36,694.64</u>
	£	37,283.26*

*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 was asked to ascertain if there is a date by which the liquidator has to claim this amount.

ACTION: CLERK

476. **Solar Panels at Village Hall:** confirmed FIT for quarter to 27th October 2019 was £535.49. Noted.
477. **Playing Field Hedge Works:** Members had been supplied with details of costs to consider for perimeter works. Members were all in agreement to appoint MDC to carry out these works at a cost of £594.90 ex VAT when conditions are suitable.
ACTION: CLERK
478. **ECC Micro Grants:** the availability of these was discussed and it was agreed that information should be circulated to Village Hall users, the Parochial Church Council and the School.
ACTION: CLERK
479. **Precept:** Members had been supplied with details of spend to 4th December 2019 and estimated budgets for 2020/21 to consider. Members discussed. Clerk to update sheets for the January meeting including revised figures of payments to that point and amend budget figures as discussed
ACTION: CLERK
480. **Web Site Accessibility:** Members had been supplied with information relating to Accessibility Regulations 2018 and were all in agreement to authorise website manager to carry out an accessibility audit, budget 1-2 hours £40-80 to ascertain if/what works are required to comply with the regulations.
ACTION: CLERK

PLANNING

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

19/00947/HOUSE PP-08126942 14A Latchingdon Road, Cold Norton: demolish and replace Garage. Week No.47 22nd November 2019.

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

19/01088/FULPP-08222556 Land at Woodstock Farm, St Stephens Road, Cold Norton: temporary agricultural workers dwelling. Week No.47 22nd November 2019:

The Parish Council recommended refusal for the following reasons:

1. It is outside the development boundary. Contrary to policy S8 of the Maldon District LDP (Settlement Boundaries and the Countryside)
2. It is against the results of the Village Survey which wants open rural space retained – LDP Policy N3 (Open Space & Leisure)

19/01192/WTPO PP-08293271 Four Corners, 10 St Stephens Road, Cold Norton: T54 Horse Chestnut -Crown reduce by 3 metres in height and 2 metres in width to previous pruning points and shape, crown lift to 2.5 metres. G1 4 x Field Maples - Crown reduce by 2.5 metres in height and 1 metre in width and shape, crown lift to 3 metres. Remove Ivy (exempt). Week No.47 22nd November 2019:

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

19/00970/HOUSE 14 St Stephens Road, Cold Norton: retrospective planning for a first floor side extension, including a rear balcony. This application has been amended by the revision of the description of the proposal. Week No.48 29th November 2019:

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

- 482. Maldon District Council Decisions:** covering decisions advised from w/e 8th November 2019 to w/e 29th November 2019; a detailed list had been supplied to Members, which is summarised below:

HOUSE/MAL/19/00993 Cold Norton

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**

FUL/MAL/19/01015 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**

- 483. Dengie 100 Group of Parish Councils 15th January 2020 Meeting:** Members had been advised that there would be a talk by MDC Head of Planning Dept at this meeting. Cllr Richardson advised he was not available to attend.

- 484. Housing Needs Survey plus village leaflet:** Members discussed distribution of this in January if feasible – Clerk to liaise with RCCE. Mr Richardson offered to prepare the village leaflet.

**ACTION: CLERK/
MR RICHARDSON**

485. **COUNTY BROADBAND:** Mr Haydon had updated Members re outstanding issues that had now been resolved. Members requested that this item be removed from future agendas for the time being.
ACTION: CLERK
486. **VILLAGE HALL:** report not available

HIGHWAYS AND ROAD SAFETY

487. **Cherry Blossom Lane:** Members had been advised that the Clerk had contacted the Contractor and had been supplied with copy correspondence. Following discussion it was agreed that the Contractor be contacted to supply two quotes, one to make good as before, but with the addition of shingle as recommended by the Contractor and a second quote to provide a more finished 'tarmac' type surface as laid in other roads in the district.
ACTION: CLERK
488. **Road Safety:** Members considered the recommendation made by the TRUCAM operator at MDC and agreed to proceed with an initial trial of 4 x half hour sessions spread over one month at a cost of £32.44 per hour (from time on site) at the Police approved site. **ACTION: CLERK**
489. **VAS (vehicle activated) Signs:** nothing to report. **ACTION: CLERK**
490. **ECC Member Led Footway Repair Programme submitted and opportunity to submit further for consideration:** information had been forwarded by Members by email. Members agreed that the footway from the bridge still remains the priority and requested that the Clerk ascertain if this is still at the 'process' stage with ECC/likelihood to proceed.
ACTION: CLERK
491. **Speed Limit Reduction in Village:** Members were reminded that all requests had been passed to District Cllrs and a response was awaited. Noted.
492. **Mundon Wash Bridge:** nothing to report
493. **Closure of Wellinditch Bridge, Stow Maries:** Members had been advised that one way restrictions to Church Lane and Honey Pot Lane were being implemented. Noted.

POLICE MATTERS/ANTI-SOCIAL BEHAVIOUR

494. **Special Constables:** Clerk to follow up. **ACTION: CLERK**
495. **Police Presence in Community/PC Meetings:** nothing to report.

OPEN SPACE

496. **Cowpiece Nature Reserve:** the damaged rail was discussed Clerk to follow up with Village Caretaker/local contractor.
ACTION: CLERK
497. **Playing Field**
- 497.1. **Independent Playground Inspection 2019:** local contractor has completed majority of works, awaiting final report. Noted.
- 497.2. **Car park Extension/New Play Equipment/Skate Ramp:** Mr Wakeling updated Members re grant situation and Mr Richardson offered to report back at next meeting regarding fund raising events.
ACTION: CLERK
- 497.3. **Goal Posts/Woodham Radars:** nothing to report.

- 498. Village Caretaker Work:** Mr Wiseman has continued to carry out this work – in addition to the regular litter picks and safety checks at the playing field, Mr Wiseman had carried out the following maintenance work: removed graffiti on the wall at the Village Hall, Noted.
- 499. Three Ashes Corner as a Village Green:** nothing to report.
- 500. Seat near allotments/bus stop:** nothing to report from District Cllr investigating permission route at MDC. Clerk to contact MDC. **ACTION: CLERK**
- 501. Trees in Playing Field:** Members advised that the areas to be included in the survey are: the playing field, Cowpiece Nature Reserve and Three Ashes Corner. Clerk to now obtain quotes. **ACTION: CLERK**
- 502. Tree Charter:** CNPC is now signed up to the Tree Charter. Clerk still to check if free trees can be passed to residents. In addition, Clerk was asked to clarify how many trees are available to the Parish and what type. **ACTION: CLERK**

PUBLIC RIGHTS OF WAY

- 503. Footpaths 12/13 bridge brickwork:** ECC Highways Ref.2547383 (7/1/18). Subsidence issue. Members were advised that the PRoW had reported that they had spoken to the land owner at the beginning of the year, who had advised they would resolve. PRoW will re-inspect when next in area. Noted
- 504. Footpath 14/19:** gate post adrift; reported Ref No.2591197 (12/10/18). Members were advised that the PRoW had reported that they had spoken to the landowner in January and he was to inspect and rectify. PRoW will re-inspect when next in the area. Noted.
- 505. Footpath 16:** verge area on Lower Burnham Road is overgrown, needed clearing. Reported Ref No.2607951 (3/3/19). Members were advised that the PRoW had reported that FP16 was on the annual cutting access and would have been cut back in the summer. Enquiry now closed. Noted.
- 506. Footpath 15:** sign rotten and unusable, new sign needed. Reported to ECC Highways Ref No.2616290 (8/5/19). Members were advised that the PRoW had reported that the site was inspected and that the signage was fine. Enquiry now closed. Noted.
- 507. Footpath 25:** footpath sign has been removed and a gate put in place denying access to the FP. Awaiting ECC inspection.
- 508. Footpaths 16, 26 and 23 (lower Burnham Road):** Hedges only partially cut back. Awaiting ECC inspection.
- 509. EMERGENCY PLANNING/PROCEDURES:** nothing to report.

TRAINING/CONFERENCES/MEETINGS

- 510. Dengie Hundred Group of Parish Councils Quarterly Meeting:** next meeting 15th January 2020 in Mayland. Member to attend still to be confirmed (Mr Haydon, Mr Romang, Mrs Gunn and Mr Richardson are not available). NB MDC Planning Officer will be speaking Minute No.483 above applies). **ACTION: MEMBERS**
- 511. Stow Maries Aerodrome Joint Consultative Committee (JCC) Proposed Meetings in 2020:** Thursday 5th March, Wednesday 8th July and Wednesday 18th November – all at 10am. Mr Haydon confirmed that he will attend and Mr Wakeling will attend if required. **ACTION: MR HAYDON**
- 512. EALC Training Sessions:** Members had been supplied with a copy of calendar for 2020. Mrs Gunn and Mrs Luck advised that they would both like to attend the Saturday sessions for new Cllrs in the New Year. **ACTION: CLERK**

CORRESPONDENCE/CONSULTATIONS

- 513. **EALC Legal Update for November 2019:** had been forwarded to Members by email. Noted.

- 514. **WINTER SALT PARTNERSHIP SCHEME 2019/2020:** Members had been advised that a salt bin for village hall had been researched and the Clerk was consulting with village caretaker. Noted.

- 515. **STANDING ORDERS:** review deferred

- 516. **HEALTH & WELLBEING:** Mr Wakeling discussing whole topic with organisers of Seniors Coffee Morning/lunch club etc.

- 517. **STOLEN POST BOX:** Clerk was asked to follow up with up with the local MP

- 518. **MEMORIAL ITEMS:** Members discussed and agreed to purchase flowering cherries in recognition of long service on the Parish Council and work carried out by former Cllrs Mr Litscher and Mrs Garnham. A local resident offered to assist with sourcing and planting – Clerk to liaise.
ACTION: CLERK

- 519. **FACE BOOK:** Members discussed this as a means of communicating urgent news to residents. Clerk was requested to look into this and other communication methods and report back at the February meeting.
ACTION: CLERK

- 520. **MATTERS TO REPORT** (Members were reminded that no decisions may lawfully be made under this agenda item - however matters may be discussed which involve exchanges of information only).

There were no matters reported.

- 521. **DATES FOR MEETINGS IN 2020**
Wednesdays: 8th January, 5th February, 4th March, 1st April, 6th May, 3rd June, 1st July, 2nd September, 7th October, 4th November and 2nd December.

Mr Haydon gave his apologies for the February meeting.

There being no further business the meeting was closed at 9.34pm

Chairman.....

Date.....