

# COLD NORTON PARISH COUNCIL

## MINUTES OF THE MONTHLY MEETING OF THE PARISH COUNCIL HELD ON WEDNESDAY 5<sup>TH</sup> FEBRUARY 2020 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)  
County Cllr Mrs P Channer  
District Cllr Mrs J Fleming  
One Member of the Public

**583. APOLOGIES FOR ABSENCE:** apologies were received and accepted from District Cllr Ms White

### **584. 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.

Mr Richardson declared an interest in Stow Maries Aerodrome as he works there as a volunteer.

### **585. PUBLIC QUESTION TIME**

**586. MINUTES OF THE ORDINARY MEETING of the Parish Council** held on Wednesday 8<sup>th</sup> January 2020 were approved as correct and signed accordingly.

**587. DISTRICT COUNCILLOR'S REPORT:** District Cllr Mrs Fleming reported that Maldon District Council and Chelmsford City Council jointly worked together on a 'Rough Sleeper' initiative and had been successful in a bid for £450,000 funding to provide an Outreach Service and other additional new services for CHESS in 2021; that Maldon had been placed 5<sup>th</sup> in the Halifax 2020 Best Place to Live Competition; that there has been an increase in tourist figures for the district.

**588. COUNTY COUNCILLOR'S REPORT:** Members had been supplied by email with a copy of the County Cllr's report for January 2020. At the meeting County Cllr Mrs Channer advised Members about the budget recommendations that will be made to the Full Council; these will include monies towards roads and footways, social care, home to school transport and works relating to climate change. There will be 350 events for businesses and schools re Essex 2020. ECC is also involved in initiatives re rough sleeping, including Street Link, CHESS and Peabody. A £100,000 fine (+ costs) was imposed on a food supplement business by Essex Trading Standards. Mrs Channer also advised that a response was still awaited from Highways re the works submitted for Latchingdon Road.

## **FINANCE**

### **Approval of Payments**

**589.** Mr Roy Wiseman to village caretaker work. Invoice dated 2<sup>nd</sup> February 2020 £60.00. Cheque No.022136

590. Maria Dyer office expenses from 4<sup>th</sup> to 31<sup>st</sup> January 2020 £90.18 (£88.47 net) (NB includes postage to homes on edge of village re Housing Needs Survey). Cheque No.022137
591. Information Commissioner to Data Protection Registration Renewal Ref: Z767964 from 3<sup>rd</sup> March 2020. Invoice Reference No 0752eb020603 dated 20<sup>th</sup> January 2020 £40. Cheque No.022138
592. Copyright Repro Limited to stationery ( 2 packs Epson XL 4 colours; 2500 sheets A4 80gsm paper; staples for staple gun) Invoice No.124027 dated 31<sup>st</sup> January 2020 £137.38 (£114.48 net). Cheque No. 022139
593. Dexter Wiseman to collation and delivery of Housing Needs Survey Packs (inc. village hall leaflet) to all homes in village (except 22 on edge of village which were posted out) £50.00. Cheque No.022140
594. Mr Tim Dixon to purchase of 2 Cherry Blossom trees and stakes etc. £89.47 (£74.56 net). Cheque No.022142

595. **Financial Statement**  
**Current balances:**

<b>Barclays 10 Day Notice as at 10<sup>th</sup> Dec 2019</b>	<b>£</b>	<b>588.91</b>
<b>Santander as at 2<sup>nd</sup> January 2020</b>	<b>£</b>	<b><u>34,644.32</u></b>
	<b>£</b>	<b>35,233.23*</b>

\*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)

596. **Solar Panels at Village Hall:** Members had been reminded that the next FIT payment would be for the quarter to end of January 2020. Noted.
597. **Essex & Herts Air Ambulance:** Members had been advised that a thank you letter had been received for the £50 donation. Noted.
598. **BT Price Increases:** Members had been supplied with copy letter reference phone in Village Hall. Noted.
599. **Santander:** Members had been supplied with copy of letter confirming changes to signatures - so now 4 Members are authorised to sign cheques. Noted.

**PLANNING**

600. **Planning Applications received by the Parish Council:** the following was considered and the response was:

**19/01270/FUL PP-08331832 Oakwood Manor, Station Road, Cold Norton:** Section 73A application for the siting of 2 No. mobile homes. Week No.2 10<sup>th</sup> January 2020:

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) and would set an unwelcome precedent.*

601. **Maldon District Council Decisions:** covering decisions advised from w/e 10<sup>th</sup> January 2020 to w/e 31<sup>st</sup> January 2020; a detailed list had been supplied to Members, which is summarised below:

**FUL/MAL/19/01088 Cold Norton**  
 Temporary agricultural workers dwelling  
 Land at Woodstock Farm St Stephens Road Cold Norton Essex  
 (UPRN - 010094634040)  
 Mr & Mrs J Bardwell - Woodstock Animal Enterprise Ltd  
**REFUSED**

**HOUSE/MAL/19/00947 Cold Norton**  
 Demolish and replace garage  
 14A Latchingdon Road Cold Norton Essex CM3 6JG  
 (UPRN - 100090555219)  
 Mr Williams  
**APPROVED**

### For Information Only

#### **PDE/MAL/19/01286 Cold Norton**

Single storey rear/side infill extension and will have a shower facility which would extend beyond the rear wall of the original house by 3.48m, maximum height of 3m and the maximum height to the eaves of 3m.

12 Latchingdon Road Cold Norton Essex CM3 6JG

(UPRN - 10009055217)

Mr Wayne Shaddick **REFUSED**

#### **HOUSE/MAL/19/01009 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 - 10009055219)

Mr Williams **APPROVED**

#### **HOUSE/MAL/19/01279 Cold Norton**

Single storey rear extension

30A Latchingdon Road Cold Norton Essex CM3 6JG

(UPRN - 10009055238)

Mr & Mrs M Payne **APPROVED**

- 602 Dengie 100 Group of Parish Councils 15<sup>th</sup> January 2020 Meeting:** Mrs Luck attended the meeting and reported back to Members about the talk given by MDC Planning Dept Head and situation re planning applications pre and post the LDP and advised that an offer was made for planning training sessions for members.
- 603. Housing Needs Survey plus village leaflet:** Members had been advised that this was in hand and that delivery to all homes in village would be completed by Sunday 9<sup>th</sup> February 2020. Close date for return of surveys is Friday 27<sup>th</sup> March 2020. Noted.
- 604. Review of Planning Policy:** it was agreed that this would be reviewed after the 2021 Village Appraisal had been completed.
- 605. MDC Adoption of Amended Affordable Housing & Viability SPD:** adopted on 19<sup>th</sup> December 2019 had been forwarded to Members by email. Noted.
- 606. Consultation on the Essex Coast Recreational Disturbance Avoidance & Mitigation Strategy Supplementary Planning Document:** runs from 10<sup>th</sup> February to 21<sup>st</sup> February 2020 had been forwarded to Members by email. Noted, but it was questioned whether Cold Norton is within the 'zone of influence'.

County Cllr Mrs Channer and District Cllr Mrs Fleming both left the meeting.

### **VILLAGE HALL**

- 607 Report from VHMC:** the VHMC are planning events to remember VE Day and that there has been a leak in the disabled toilet.
- 608. Letter from Village Hall Management Committee re Car Park:** Members had been supplied with copy letter asking the PC to consider a Public Works Loan for the extension to the car park. It was noted that this had already been raised by a Member at the January meeting. VHMC to be advised accordingly. It was agreed that the agenda item relating to this item and the linked new play equipment/skate ramp/outdoor gym be brought forward. Mr Richardson proposed that a working group be formed to take this project forward. Members were in agreement; Terms of Reference to be prepared for consideration at the next meeting. **ACTION: CLERK**

## HIGHWAYS AND ROAD SAFETY

- 609. Cherry Blossom Lane:** at this point the meeting was closed for Mr Tim Dixon, a resident in this road, to report on a road system that had been proposed by a contractor as a possible surface. A budget quotation had also been supplied. Members thanked Mr Dixon. Meeting was reopened. Clerk advised that costs were awaited to resurface road with a top layer of shingle.
- 610. Road Safety:** TRUCAM Trial – Members were supplied with a report advising that, during the 4 x half hour trial sessions undertaken in January 2020, 13 instances of speeding had been recorded and forwarded to the Police for processing and that based on speed recorded/undisclosed criteria/current driving record, the driver would either be offered a speed awareness course at a cost of £100 but would not receive any points on their licence, or would be given 3 points on their licence and a £100 fine. Members had also been supplied with costs to continue with 4 sessions per month (as recommended by MDC CPT) for the remainder of the current financial year and the forthcoming financial year. Following discussion Members agreed to continue with 8 sessions in the current financial year and to then review for 2020/21. **ACTION: CLERK**
- 611. VAS (vehicle activated) Signs:** nothing to report **ACTION: CLERK**
- 612. ECC Member Led Footway Repair Programme:** County Cllr Mrs Channer had advised she had followed this up – Minutes No.588 above applies.

## POLICE MATTERS/ANTI-SOCIAL BEHAVIOUR

- 613. Special Constables:** Clerk reported that this is currently on hold at the moment. Noted.
- 614. Police Presence in Community/PC Meetings:** Clerk has now been advised department to approach. **ACTION: CLERK**
- 615. Crime Report:** Members had been supplied with a crime report for the Purleigh area (with map to show area) for November and December 2019. Noted.

## OPEN SPACE

- 616. Cowpiece Nature Reserve:** nothing to report
- 617. Playing Field**
- 617.1. Independent Playground Inspection 2019:** local contractor has completed majority of works, awaiting final report. Noted
- 617.2. Car park Extension/New Play Equipment/Skate Ramp:** this item had been discussed earlier – Minute No.608 applies. It was further reported that a 4<sup>th</sup> July fund raising event was planned.
- 617.3. Goal Posts/Woodham Radars:** Members had been advised that this has been followed up and a response was awaited. Noted.
- 618. 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: cleared branches at Three Ashes Corner and removed a fallen tree that was blocking the path in Hackmans Lane. Noted. Clerk was requested to ask Mr Wiseman to attend to the fallen branches on St Stephens Road between the bridge and the Church. **ACTION: CLERK**
- 619. Three Ashes Corner as a Village Green:** Clerk now has various documents relating to this. ECC contact still to be established. **ACTION: CLERK**
- 620. Seat near allotments/bus stop:** permission is required from ECC. **ACTION: CLERK**

621. **Trees Survey:** quotes in hand for trees in playing field, Cowpiece Nature Reserve and Three Ashes Corner  
**ACTION: CLERK**

622. **Tree Charter:** CNPC is now signed up to the Tree Charter. Members were advised that applications for tree packs for schools and community groups had reopened on 6 January for saplings to be delivered in November 2020 and that a recommendation was awaited from Mr Dixon re which pack to apply for. Noted.

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

623. **Footpaths 12/13 bridge brickwork:** ECC Highways Ref.2547383 (7/1/18). Subsidence issue. No change to previous report: PRoW had advised: spoke to the land owner at beginning of year; they were going to sort out, will re-inspect when next in area. Noted.

624. **Footpath 14/19:** gate post adrift; reported Ref No.2591197 (12/10/18). No change to previous report: PRoW had advised that spoke to landowner in January and he was to inspect and rectify. Will re-inspect when next in the area. Noted

625. **Footpath 25:** footpath sign has been removed and a gate put in place denying access to the FP. Ref: 2646700; report on website is advising awaiting inspection. Noted

626. **Footpaths 16, 23 and 26 (lower Burnham Road):** Hedges only partially cut back. Ref: 2646701; report on website is advising awaiting inspection. Noted.

627. **EMERGENCY PLANNING/PROCEDURES:** Members had been advised that there is a named Contact at MDC for above – Clerk to discuss PC responsibilities and procedure sheets produced by previous PC Chairman with MDC Officer.  
**ACTION: CLERK**

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

628. **ECC Transport Meeting: Maldon meeting: 3<sup>rd</sup> March:** Members had been advised that Mrs Allen had advised that she will attend this meeting for Cold Norton. Noted.

629. **Dengie Hundred Group of Parish Councils Quarterly Meeting:** next meeting 18<sup>th</sup> March 2020  
Members to advise if available to attend.  
**ACTION: MEMBERS**

#### **CORRESPONDENCE/CONSULTATIONS**

630. **EALC Legal Update for January 2020:** had been forwarded to Members by email. Noted.

631. **Consultation: Strengthening Police powers to tackle unauthorised encampments:** Carried forward from the January meeting; having reviewed, Members were in agreement to only submit responses to the first two questions in the consultation.  
**ACTION: CLERK**

632. **WINTER SALT PARTNERSHIP SCHEME 2019/2020:** nothing to report

633. **STANDING ORDERS:** review deferred

634. **HEALTH & WELLBEING:** Clerk was requested to discuss this topic/various initiatives put forward by ECC, MDC and EALC with Mrs Garnham to see if there are elements that are, or will be, progressed within the Seniors Coffee Morning/Lunch Club etc.  
**ACTION: CLERK**

**635. STOLEN POST BOX:** Members had been supplied with a copy of the letter Mrs Garnham had received from the Postal Review Panel, which advised that *'the case had been dealt with appropriately by the Royal Mail'* and that *'the Postal Review Panel does not have any remit to enforce the instalment, or reinstallation of post boxes'*. Clerk has emailed the office of Mr Whittingdale re response from Royal Mail to his letter. **ACTION: CLERK**

**636. MEMORIAL ITEMS:** It had been agreed that two Cherry Blossom trees be purchased and the location had been agreed. At the meeting Members were advised that they were now in situ and that the Clerk was researching plaques. The Members expressed their thanks to Mr Dixon for sourcing and planting the trees. **ACTION: CLERK**

**637. VILLAGE APPRAISAL:** It had been agreed that this would be budgeted for and undertaken in 2021 (next financial year), but that discussions re questionnaire content and format of report would start this year, so costings can be obtained for budgeting/precept purposes. At the meeting it was agreed that this would be 'launched' at the 2021 APM.

**638. COUNTY BROADBAND:** Members had been advised that confirmation had been received from County Broadband that on receipt of PC letter regarding unknown ownership of Cherry Blossom Lane, that this information had been passed to the 'Build Team' to start works on the CB fibre service in Cherry Blossom Lane. Members had been supplied with copy correspondence with latest update relating to the pole issue in St Stephens Road. Noted.

**639. 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 Haydon and Mr Richardson updated Members on the Masterplan Workshop Meeting they had attended in January re: Chelmsford Local Plan Strategic Growth Site 7 (North of South Woodham Ferrers). Clerk was requested to contact County Cllr Mrs Channer regarding concern relating to road access in/out of the Dengie area when this build is completed and also to ascertain if there are any plans to improve railway services. **ACTION: CLERK**

**640. MEETINGS IN 2020**  
Wednesdays: 4<sup>th</sup> March, 1<sup>st</sup> April, 6<sup>th</sup> May, 3<sup>rd</sup> June, 1<sup>st</sup> July, 2<sup>nd</sup> September, 7<sup>th</sup> October, 4<sup>th</sup> November and 2<sup>nd</sup> December.

Annual Parish Meeting, which by law must be held between 1<sup>st</sup> March and 1<sup>st</sup> June – Clerk to circulate possible dates **ACTION: CLERK**

**641. 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 Member of the Public left the meeting

**642. CO-OPTION TO PARISH COUNCIL:** following consideration and discussion the Members were in agreement not to make a co-option to the Parish Council at this time.

There being no further business the meeting was closed at 9.35pm

Chairman.....

Date.....