

# COLD NORTON PARISH COUNCIL

## MINUTES OF THE MONTHLY MEETING OF THE PARISH COUNCIL HELD ON WEDNESDAY 8<sup>TH</sup> JANUARY 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

**In attendance:** Mrs M. Dyer (Parish Clerk)  
County Cllr Mrs P Channer  
District Cllr Ms S White  
District Cllr Mrs J Fleming  
One Member of the Public

**522. APOLOGIES FOR ABSENCE:** apologies were received and accepted from Cllr P Wakeling

### **523. 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.

**524. PUBLIC QUESTION TIME:** the Member of Public present spoke and asked questions about the playground and car park project in relation to the road surface in Cherry Blossom Lane.

**525. MINUTES OF THE ORDINARY MEETING of the Parish Council** held on Wednesday 4<sup>th</sup> December 2019 were approved as correct and signed accordingly.

**526. DISTRICT COUNCILLOR'S REPORT:** District Cllrs Ms White and Mrs Fleming reported that the transformation programme is progressing at Maldon District Council; that together with ECC, MDC is planning to reduce the amount of single use plastic, through all businesses – information will be available on the MDC web site; that the MDC accounts have been signed off by the Auditor and that the public inspection period will be 4<sup>th</sup> June to 13<sup>th</sup> July 2020.

District Cllrs Ms White and Mrs Fleming left the meeting

**527. COUNTY COUNCILLOR'S REPORT:** County Cllr Mrs Penny Channer reported to Members that Cllr Bentley is urging residents to continue to report potholes; that some works have been carried out on the Army & Navy Flyover and that the Government has been asked for funding towards these works; that the Essex Energy Switch Programme had been launched and residents in the past had saved an average of £250; that Essex Records Office are running a series of very interesting talks, that ECC will be starting budget discussions shortly – the Government contribution is not yet known, but priority areas for ECC will include social care, crime & disorder and road safety; and that climate change is a major concern to ECC.

### FINANCE

#### Approval of Payments

**528.** Mr Roy Wiseman to village caretaker work. Invoice dated 3<sup>rd</sup> January 2020 £64.00. Cheque No.022131

529. Maria Dyer office expenses from 1<sup>st</sup> December 2019 to 3<sup>rd</sup> January 2020 £20.20. Cheque No.022132
530. Sue Lees Consultancy to Maintenance Fee January 2020 – advance quarterly maintenance fee for Cold Norton web site. Invoice No.0004187 dated 1<sup>st</sup> December 2019 £30.00. Cheque No.022133
531. Bin Shop (Kingfisher Direct Limited) to supply of one 200 litre lockable grit/salt bin for VH car park £81.59 plus £17.00 delivery. Invoice No.1413033 dated 11<sup>th</sup> December 2019 £118.31 (£98.59 net). Cheque No.022134
532. E-on to electricity for street lights November 2019 Invoice No.HI7E326326 dated 1<sup>st</sup> December 2019 £108.92 (£103.73 net) was taken by direct debit on 11<sup>th</sup> December 2019.
533. Wave to water at Parish Council Allotment site 30<sup>th</sup> May to 29<sup>th</sup> November 2019. Invoice No.6387887 dated 30<sup>th</sup> November 2019 £35.61 was taken by direct debit on 20<sup>th</sup> December 2019.
534. E-on to electricity for street lights December 2019 Invoice No.HI7FDE299B dated 1<sup>st</sup> January 2020 £112.55 (£107.19 net) would be taken by direct debit on 11<sup>th</sup> January 2020.

535. **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)

536. **Solar Panels at Village Hall:** Members were advised that the next FIT payment would be for the quarter to end of January 2020. Noted.
537. **Playing Field Hedge Works:** Members had been advised that the order had been placed for perimeter works and that they would be carried out when conditions were suitable. At the meeting a Member advised that works had already started. Clerk to contact Contractor.  
**ACTION: CLERK**
538. **ECC Micro Grants:** Members were advised that information had been passed to the Church, still to be passed to Village Hall Users and the School. Noted.
539. **Precept:** Members considered the budget calculations updated from the December meeting and were all in agreement that the Precept for 2019/20 should be £31,083 (an increase of £3,383 over the previous year's precept to improve the condition of the roadway access to the Village Hall and the Playing Field). Clerk to advise MDC accordingly.  
**.ACTION: CLERK**

**PLANNING**

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

**19/01009/HOUSE PP-08169021 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.49 6<sup>th</sup> December 2019;

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

**19/01279/HOUSE 30A Latchingdon Road, Cold Norton:** single storey rear extension. Week No.50 13<sup>th</sup> December 2019:

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

**19/01147/HOUSE PP-08265885 1 Victoria Road, Cold Norton:** Replace plastic clear corrugated roof Perspex with lightweight Tapco tile system. Week No.51 20<sup>th</sup> December 2019:

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

541. **Maldon District Council Decisions:** covering decisions advised from w/e 6<sup>th</sup> December 2019 to w/e 3<sup>rd</sup> January 2020; a detailed list had been supplied to Members, which is summarised below:

**HOUSE/MAL/19/00970 Cold Norton**

Retrospective planning permission for a first floor side extension, including a rear balcony.

14 St Stephens Road Cold Norton Essex CM3 6JE

(UPRN - 100090555802)

Mr Anthony Davis **APPROVED**

**WTPO/MAL/19/01192 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).

Four Corners 10 St Stephens Road Cold Norton Essex

(UPRN - 100090555798)

Mr Malone **APPROVED**

542. **Dengie 100 Group of Parish Councils 15<sup>th</sup> January 2020 Meeting:** talk by MDC Planning Dept Head. Cllr Mrs Luck to attend. Clerk to forward papers. **ACTION: CLERK/  
CLLR MRS LUCK**

543. **Housing Needs Survey plus village leaflet:** Members had been advised that the time schedule was awaited from RCCE; that regarding the village leaflet Cllr Richardson had prepared information about forthcoming events (copy had been supplied to Members) and that the Village Hall Management Committee are to supply details of timetable/contact details of regular classes etc. for reverse of leaflet. Noted.

544. **Review of Planning Policy:** Members had been supplied with copy of current Planning Policy and Parish Plan as agreed in 2015. Review meeting still to be arranged

**ACTION: CLERK**

545. **Appeal Decision 19/00466/FUL (Appeal Ref: APP/X1545/W/19/3236726):** Land East of Pine Lodge, Junction Road, Cold Norton; Conversion of workshop to three bedroom dwelling. Appeal Dismissed 3<sup>rd</sup> January 2020.

546. **VILLAGE HALL:** report not available. Clerk updated Members regarding response from County Broadband in view of new information relating to Cherry Blossom Lane. Following discussion, Clerk was requested to obtain further information from County Broadband.

**ACTION: CLERK**

## **HIGHWAYS AND ROAD SAFETY**

547. **Cherry Blossom Lane:** costs awaited and had been discussed under public question time.

548. **Road Safety:** Members had been advised that an order had been placed with the Maldon Community Protection Team for 4 x half trial TRUCAM sessions to be undertaken in January 2020. Summary of tickets issued in November 2019 by the Maldon Community Protection Team in the district had been forwarded to Members by email. Noted.

549. **VAS (vehicle activated) Signs:** nothing to report **ACTION: CLERK**

550. **ECC Member Led Footway Repair Programme:** awaiting update

551. **Speed Limit Reduction in Village:** Members were reminded that all requests had been passed to District Cllrs and a response was awaited. Noted.

552. **Mundon Wash Bridge:** it was reported that these works had been completed and the road is now open. Noted.

553. **Wellinditch Bridge, Stow Maries:** Members had been advised that these works had been completed and the road is now open and that the restrictions to Church Lane and Honey Pot Lane had been lifted. Noted.
554. **A12 Chelmsford to A120 Widening:** a leaflet relating to ground investigations and surveys had been forwarded to Members by email. Noted.

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

555. **Special Constables:** nothing to report **ACTION: CLERK**
556. **Police Presence in Community/PC Meetings:** nothing to report.  
**ACTION: CLERK**

#### **OPEN SPACE**

557. **Cowpiece Nature Reserve:** Members had been advised that the damaged rail had now been repaired. Noted.
558. **Playing Field**
- 558.1. **Independent Playground Inspection 2019:** local contractor has completed majority of works, awaiting final report. Noted.
- 558.2. **Car park Extension/New Play Equipment/Skate Ramp:** planned fund raising events were noted. Clerk was requested to investigate a Public Works Loan in relation to some elements of this project.  
**ACTION: CLERK**
- 558.3. **Goal Posts/Woodham Radars:** Members had been advised that this has been followed up and a response was awaited. Noted.
- 558.4. **Essex Playing Field Awards 2019:** Members had been advised that the Parish Council had received a Certificate of Merit for the Football Pitch and a Silver Award for the Playing Field (serving a population of less than 2,500). The Winter Edition of The Playing Field Magazine (produced by the Essex Playing Fields Association) had been forwarded to Members by email. Noted.
559. **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: installed and filled the new salt bin in the Village Hall car park and delivered salt to the salt team member at Willow Court. Noted.
560. **Three Ashes Corner as a Village Green:** Clerk now has various documents relating to this. ECC contact to be established.  
**ACTION: CLERK**
561. **Seat near allotments/bus stop:** Members were advised that MDC had advised that a seat in that location would need permission from ECC Highways.  
**ACTION: CLERK**
562. **Trees Survey:** quotes in hand for trees in playing field, Cowpiece Nature Reserve and Three Ashes Corner.  
**ACTION: CLERK**
563. **Tree Charter:** CNPC is now signed up to the Tree Charter. Members had been advised that Free Trees are not available for residents' properties – the land they are planted on must be accessible to the public. Details of the packs of saplings available were supplied to Members. Applications for tree packs for schools and community groups opened on 6 January for saplings to be delivered in November 2020. FAQs and tree pack options had been supplied to Members. It was agreed to apply for a tree pack of 15 saplings. Clerk to consult with local resident re most suitable option.  
**ACTION: CLERK**

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

564. **Footpaths 12/13 bridge brickwork:** ECC Highways Ref.2547383 (7/1/18). Subsidence issue. PRoW had advised: spoke to the land owner at beginning of year; they were going to sort out, PRoW will re-inspect when next in area. Noted.

- 565. **Footpath 14/19:** gate post adrift; reported Ref No.2591197 (12/10/18). PRow had advised that spoke to landowner in January and he was to inspect and rectify. PRow will re-inspect when next in the area. Noted.
- 566. **Footpath 25:** footpath sign has been removed and a gate put in place denying access to the FP. Reported to ECC Highways Ref: 2646700. Noted.
- 567. **Footpaths 16, 23 and 26 (lower Burnham Road):** Hedges only partially cut back. Reported to ECC Highways Ref: 2646701. Noted.
- 568. **EMERGENCY PLANNING/PROCEDURES:** Clerk has established name of MDC contact.

#### TRAINING/CONFERENCES/MEETINGS

- 569. **Dengie Hundred Group of Parish Councils Quarterly Meeting:** next meeting 15<sup>th</sup> January 2020 in Mayland. MDC Planning Officer will be speaking. Reference Minute No.542 Cllr Mrs Luck will attend.
- 570. **ECC Transport Meeting: Maldon meeting: 3<sup>rd</sup> March:** Members had been supplied with details of all March 2020 meetings, plus draft agenda. Members to check availability. Clerk will also pass details to Mrs Allen to see if she is available to attend. **ACTION: ALL MEMBERS/CLERK**
- 571. **Maldon District Council and Committee Meetings scheduled for May 2020 to April 2021:** had been forwarded to Members by email. Noted.
- 572. **EALC Training Session:** two hour Short Course to be held in Cold Norton. Members had been supplied with details of the 2 hour short course and costs. Dates available January to March 2020 already supplied to Members. Dates of availability from April not yet released. As the two newest Cllrs were now booked to attend training sessions it was agreed not to proceed with this course at this time.

#### CORRESPONDENCE/CONSULTATIONS

- 573. **EALC Legal Update for December 2019:** had been forwarded to Members by email. Noted.
- 574. **Consultation: Strengthening Police powers to tackle unauthorised encampments:** the link to the consultation document had been forwarded to Members by email. Members had been advised that EALC/NALC would like to have a copy of Councils' responses to assist in their responses. Members to decide if they would like to submit a PC response or submit individual responses (NB if a PC response is submitted Members can still submit their own response as an individual too.) EALC/NALC need a response by Wednesday 19<sup>th</sup> February 2020, but actual consultation closes on 5<sup>th</sup> March 2020. It was agreed to carry this forward to the February meeting to discuss/agree a PC response. **ACTION: ALL MEMBERS/CLERK**
- 575. **WINTER SALT PARTNERSHIP SCHEME 2019/2020:** Members had been advised that the salt bin for the village hall had been delivered and is on site with salt. Noted.
- 576. **STANDING ORDERS:** review deferred
- 577. **HEALTH & WELLBEING:** Mr Wakeling discussing whole topic with organisers of Seniors Coffee Morning/lunch club etc.
- 578. **STOLEN POST BOX:** nothing to report

**579. MEMORIAL ITEMS:** Members had been advised that flowering cherries are currently available from a local garden centre and that the Clerk is liaising with the resident who has offered to assist. Possible location of trees was discussed. **ACTION: CLERK**

**580. VILLAGE APPRAISAL:** Members had been supplied with copies of the appraisals from 2000 and 2011. At the meeting the Clerk advised costs from the 2011 version and advised Members that this had not been budgeted for in the coming financial year 2020/21. It was agreed that this would be budgeted for and carried out in the next financial year 2021/22, but that discussions re questionnaire etc. would start this year so costings could be obtained prior to precept consideration in December 2020.

**581. 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).

No matters were reported.

**582. MEETINGS IN 2020**

Wednesdays: 5<sup>th</sup> February, 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.

Cllr Haydon advised he would now be available for the February meeting.

Annual Parish Meeting: Members had been reminded that this must by law be held between 1<sup>st</sup> March and 1<sup>st</sup> June. Clerk to check hall availability and Chairman to be consulted re date.

There being no further business the meeting was closed at 10.03pm

Chairman.....

Date.....