

COLD NORTON PARISH COUNCIL

MINUTES OF THE MONTHLY MEETING OF THE PARISH COUNCIL HELD ON WEDNESDAY 9TH SEPTEMBER 2020 AT 7.30PM REMOTELY BY ZOOM

THOSE PRESENT:

Councillors:

Cllr B Haydon (Chairman)
Cllr Mrs M Gunn (Vice Chairman)
Cllr Mrs J Luck
Cllr J Richardson
Cllr A Romang

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

- 110. APOLOGIES FOR ABSENCE:** apologies were received and accepted from County Cllr Mrs Channer plus District Cllrs Ms White and Mrs Fleming.
- 111. 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.
- 112. PUBLIC QUESTION TIME:** the Member of the Public present, a resident of St Stephens Road, spoke about the use of the road by parents/guardians parking in this road when bringing and collecting children to the village school. His concern was for the safety of the children as parents were causing dangerous situations by parking over residents' driveways, causing blind spots for residents exiting and entering their driveways; additionally some residents are unable to enter or exit their properties at school start and finish times. The resident also told the Members of his communication with CCC re the installation of H Bars across driveways access and that the Parking Liaison Officer is willing to talk to the school re the 3PR School Parking Initiative. The resident was advised that whilst this was a long standing problem, parents were encouraged to park at the VH and that yellow lines could not be installed in this road, the Members would be discussing the matter again as part of an agenda item later on in the meeting.
- 113. MINUTES OF THE ORDINARY MEETING of the Parish Council** held on Wednesday 8th July 2020 and the **EXTRAORDINARY MEETING** held on Wednesday 26th August 2020 were both approved as correct. They will be signed accordingly when it is possible.
- 114. DISTRICT COUNCILLOR'S REPORT:** as neither of the District Cllrs was able to attend the meeting due to prior commitments, District Cllr Mrs Fleming had supplied a short report by email, advising the Members that the Maldon & District CVS had launched on 9th September 2020 a new weekly socially distanced coffee morning in Maldon, that the electoral register is being updated, that there is currently a six week consultation re design proposals for the play area in Promenade Park and that the Garden Waste Collection Service is open to new subscribers.
- 115. COUNTY COUNCILLOR'S REPORT:** whilst County Cllr Mrs Channer was unable to attend this meeting to give an update, updates and reports are supplied to the Council between meetings.

- 116. HOUSING NEEDS SURVEY:** There was a presentation from Mrs Laura Atkinson, Rural Housing Enabler from Rural Community Council of Essex (RCCE), who had analysed the results of the Cold Norton Housing Need Survey which had been undertaken in March 2020. The report of the survey dated June 2020 had been supplied to Members in advance of the meeting. Discussion followed the presentation and Mrs Atkinson explained the policy of rural exception sites/permitted development outside the village development boundary and offered to supply an article for The Beacon, encouraging those with a housing need to put their names on the housing register. Mrs Atkinson then outlined the next steps for the Members to consider. The Chairman thanked Mrs Atkinson for all her work and for attending the meeting, advising that the Members would consider the way forward at future meeting.

FINANCE

Approval of Payments

- 117.** Mr Roy Wiseman to village caretaker work 13th July to 31st August 2020. Invoice dated 31st August 2020 £85.50. Cheque No.022177
- 118.** Maria Dyer office expenses from 4th July to 4th September 2020 (includes COVID-19 phone calls) £60.10. Cheque No.022178
- 119.** Graham Cornell to installation of Fields in Trust plaque and repairs to various works highlighted within latest Play Equipment Inspection Report (NB some still to be actioned). Invoice No.2016 dated 7th September 2020 £260.00. Cheque No.022179
- 120.** Cllr Jeremy Richardson to reimbursement for maps re VH car park extension £41.96 (£34.97 net). Cheque No.022180
- 121.** Maldon District Council to recharge for annual play site inspection report. Invoice No.COL58781552 dated 29th July 2020 £69.60 (£58.00 net). Cheque No.022181
- 122.** Maldon District Council to grounds maintenance for April to June 2020. Invoice No.COL58681535 dated 29th July 2020 £100.34 (£83.62 net). Cheque No.022181
- 123.** ASAP Office Services to internal audit. Invoice No.6617 dated 18th August 2020 £154.36 (£128.63 net). Cheque No.022182
- 124.** BT to public pay phone at Village Hall. Line Rental quarter to 31st October 2020 Invoice No.Q024&& dated 13th August 2020 £72.84 (£60.70 net) was taken by direct debit on 27th August 2020
- 125.** E-on to electricity for street lights July 2020 Invoice No.HI8C29EE48 dated 1st August 2020 £112.55 (£107.19 net) was taken by direct debit on 11th August 2020.
- 126.** E-on to electricity for street lights August 2020 Invoice No.HI8EOAABOE dated 2nd September 2020 £112.55 (£107.19 net) was taken by direct debit on 12th September 2020.
- 127.** PWLB to two loans £1,315.15 will be taken by direct debit on 21st September 2020
- 128.** Cllr Jeremy Richardson to reimbursement for additional planning application fees paid to MDC in respect of the car park extension project. Cheque No.022180

129. Financial Statement

Current balances:

| | | |
|---|----------|-------------------------|
| Barclays 10 Day Notice as at 10th June 2020 | £ | 589.28 |
| Santander as at 2nd September 2020 | £ | <u>53,516.60</u> |
| | £ | 54,105.88* |

*includes £15,000 planned reserve for VH carpark/playground project plus £1,642.74 remaining from VH Toilet Project (i.e. not yet invoiced by liquidator).

- 130. Solar Panels at Village Hall:** it was noted that the FIT payment to 6th August 2020 was £826.03.
- 131. New Pay Scales:** it was noted that an increase of 2.75% had been agreed by The National Council for Local Government Services (NJC) for 2021-2021 to be implemented from 1st April 2020.
- 132. Essex County Council Locality Fund:** it was agreed to make an application to this fund in relation to the new playground project.

PLANNING

133. Planning Applications received by the Parish Council:

Members formally sanctioned the decisions taken under delegated authority relating to the following. Responses agreed were:

20/00709/WTPO PP-08883089 7 Henney Close: TPO 18/95 T1 Oak - 2m crown reduction:

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

20/00711/FUL PP-08892118: Agricultural Building at Charity Farm Crows Lane Stow Maries:

Erection of farm machinery workshop:

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

20/00720/FUL PP-08892342 Agricultural Building at Charity Farm Crows Lane Stow Maries

Erection of grain store.

The Parish Council had no objections, but added the following comment: "*Whilst the applicant has stated that; "The farmyard at Charity Farm has easy road access and ample turning area within the site for large grain lorries collecting the crop from the farm", there is concern that Crows Lane is quite narrow so access for large grain lorries would not seem to be ideal.*"

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

20/00803/HOUSE PP-08961452: 29 Latchingdon Road: Single Storey Rear Extension including demolition of existing garage. Week No.34 dated 21st August 2020:

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

20/00772/LDP PP-08890635: Toad Hall, Station Road: Claim for lawful development certificate for siting of a caravan for domestic purposes. Week No.35 dated 28th August 2020:

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. This is a large property, outside the development boundary and the applicant has not really demonstrated a real need for this additional accommodation for domestic purposes.

20/00759/HOUSE PP-08935082: 14A Latchingdon Road: single storey side and rear extension, with dormers in existing roof. Week No.36 dated 4th September 2020:

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

135. Car Park Extension: it was noted that this planning application had now been validated and was out for determination: 20/00617/FUL PP-08663157: Village Hall Cherry Blossom Lane: Change of use of land to car park at the Village Hall. Week No.36 dated 4th September 2020.

136. Maldon District Council Decisions: covering decisions advised from w/e 10th July to w/e 4th September 2020; a detailed list had been supplied to Members, which is summarised below:

HOUSE/MAL/20/00419 Cold Norton

Two storey side extension & single storey rear extension

1 Clarke Rise Cold Norton Essex CM3 6JL

(UPRN - 100090554641)

Mr Stafford

REFUSED

HOUSE/MAL/20/00585 Cold Norton

Single storey rear extension including demolition of existing garage
29 Latchingdon Road Cold Norton Essex CM3 6JG
(UPRN - 100090555237)
Mr & Mrs J Burman **REFUSED**

HOUSE/MAL/20/00449 Cold Norton

Proposed two storey side extension, single storey rear extension including creation of balcony and front extension to existing garage
Oakwood House St Stephens Road Cold Norton Essex
(UPRN - 100090555793)
Mr & Mrs D Woodford **APPROVED**

FUL/MAL/20/00546 Cold Norton

Subdivision of a single bungalow into two dwellings
Glen Loy Latchingdon Road Cold Norton Essex
(UPRN - 100091256843)
Law **REFUSED**

COUPA/MAL/20/00620 Cold Norton

Prior notification for the conversion of two agricultural barns into two dwelling houses.
Land Adjacent To Norton Hall St Stephens Road Cold Norton Essex
(UPRN - 010094634085)
Mr Gytis Bickus - Annabel Brown Architect
PRIOR APPROVAL GRANTED

WTPO/MAL/20/00633 Cold Norton

T1 - Oak tree - 3m crown reduction.
9A St Stephens Road Cold Norton Chelmsford Essex
(UPRN - 100090555796)
Mr Jack Wannell **APPROVED**

137. **Development North of B1012 South Woodham Ferrers:** Cllr Richardson declared a non-pecuniary interest as he is acquainted with the person who had sent the communication. Members noted receipt of the communication from Woodham Infrastructure Group dated 28th July 2020; it was agreed to forward a copy of the CNPC response to the recent Bradwell B consultation.

ACTION: CLERK

138. **New Government Planning White Paper: it was agree** to consider the White Paper at the October meeting.
139. **Bradwell B:** noted press releases from BANNG (Blackwater Against New Nuclear Group).
140. **CCC Application 20/01363/SCOPE Land North of South Woodham Ferrers, Burnham Road:** environmental impact assessment scoping opinion of up to 350 dwellings:

Members agreed that permission for this impact assessment should be granted as this would show all the reasons and issues why the proposed development should not proceed.

141. **PLAYGROUND RENOVATIONS & CAR PARK EXTENSION PROJECT WORKING GROUP (PCP):** Members considered the PCP August 2020 report and discussed a leaflet to go to all homes in the village as holding a 'full exhibition' at the VH was not possible. It was agreed that the number of designs/suppliers to go forward to public consultation be reduced from 5 to 3. Financial options were discussed including increasing the proposed Public Works Loan so that the playground, car park extension and works to Cherry Blossom Lane can all be progressed as one project. It was noted that consultation with village residents would have to be undertaken in relation to applying for a Public Works Loan. The Clerk reminded Members that any monies raised by the VH Committee would be subject to VAT. Cllr Haydon expressed his thanks to Cllr Richardson and the working group for all their hard work and the enormous progress that had been made with this project.

VILLAGE HALL

142. **Report from VHMC:** details of the break-in at the Village Hall were given to the Members; the Police had been called and the culprits had been identified and would be paying for all the damage caused. Cllr Romang advised that at this point bookings were down as only Pre School and the Upholstery Group had returned to the hall – both following COVID-19 guidelines.

HIGHWAYS AND ROAD SAFETY

143. **TRUCAM:** it was noted that the 5 outstanding budgeted TRUCAM half hours would now be carried out in September.
144. **ECC Member Led Pothole Programme:** Members advised that there were no potholes in the village at this time. Clerk to advise County Cllr Mrs Channer accordingly.
ACTION: CLERK
145. **St Stephens Road School Parking Issue:** in relation to the report and discussion during Public Question Time, Members agreed that the school be asked to communicate with parents of new pupils to the school re this matter, that the Clerk follow up the 3PR Campaign with the school and investigate the introduction of 20mph in this road.
ACTION: CLERK

OPEN SPACE

146. **Cowpiece Nature Reserve:** nothing to report
147. **Playing Field**
- 147.1. **Closure:** it was noted that a risk assessment had been undertaken, the playground/playing field had then reopened with appropriate signage in place.
- 147.2. **Annual Play Equipment Inspection:** it was noted that the report had been forwarded to Members; copy also supplied to local contractor who had undertaken some of the works already. Clerk to meet with contractor and village caretaker re outstanding works. **ACTION: CLERK**
- 147.3. **Fields in Trust Plaque:** it was noted that this had now been installed on VH exterior wall.
- 147.4. **Shed for Pre School:** it was noted that Pre School had been advised that a shed could not be installed and Cllr Haydon and Clerk had met with Pre School Staff to discuss options/offer ideas.
148. **Village Caretaker work:** Mr Wiseman has continued to carry out this work, but limited due to holiday and an injury; in addition to the regular litter picks Mr Wiseman had carried out the following maintenance work: ground maintenance tasks at the bridge, Ferris Avenue path and Three Ashes Corner.
149. **Notice Board by Allotments & other noticeboards:** it was noted that an order had been place for a new noticeboard at the allotments. Members considered costs for renovations to other two noticeboards and installation of a new backboard for all three noticeboards and were all in agreement to appoint Graham Cornell to undertake these works at a cost of £430.00.
150. **Football on Playing Field:** it was noted that the Clerk is liaising with two clubs (both youth) who now want to use the playing field for the new season.
151. **Essex Forest Initiative:** Members considered this request from ECC and it was agreed that Cllr Richardson would review with a fellow Member of the PCP Project.
152. **Essex Playing Field Association:** noted receipt of summer 2020 edition of The Playing Field.
153. **COUNTY BROADBAND:** report not available

TRAINING/CONFERENCES/MEETINGS

- 154. **Stow Maries Aerodrome Meeting:** noted draft minutes from meeting held on 8th July 2020.
- 155. **EALC Virtual AGM Thursday 24th September 2020:** no one available to attend. Clerk to send apologies. **ACTION: CLERK**
- 156. **Stow Maries AGM Wednesday 30th September 2020 7pm:** it was noted that Cllr Haydon will attend
- 157. **Campaign to Protect Rural England - Essex (CPRE-Essex) Virtual AGM Saturday 3rd October 2020:** no one available to attend. Clerk to send apologies. **ACTION: CLERK**
- 158. **Essex Wildlife Trust Virtual AGM Saturday 24th October 2020:** it was noted Cllr Mrs Luck plans to attend. Clerk to send acceptance and forward papers to Cllr Mrs Luck. **ACTION: CLERK**

CORRESPONDENCE/CONSULTATIONS

- 159. **EALC email dated 18th August 2020:** noted article from Cllr David Finch, Leader of ECC re Local Government Reform – Government White Paper expected this month (September 2020).
- 160. **EALC email dated 27th August 2020:** noted details of Essex Honours and how to nominate
- 161. **VILLAGER OF THE YEAR:** following discussion it was agreed Clerk would produce a list of ‘good deeds’ **ACTION: CLERK**
- 162. **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).

There were no matters reported.

- 163. **MEETINGS IN 2020**
Wednesdays 7th October, 4th November and 2nd December
At this point it is likely that some if not all will be conducted remotely by ZOOM

Cllr Richardson gave his apologies for the October meeting.

There being no further business the meeting was closed at 10.28pm

Chairman.....

Date.....