

COLD NORTON PARISH COUNCIL

MINUTES OF THE MONTHLY MEETING OF THE PARISH COUNCIL HELD ON WEDNESDAY 7TH OCTOBER 2020 AT 7.30PM REMOTELY BY ZOOM

THOSE PRESENT:

Councillors:

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

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

- 164. APOLOGIES FOR ABSENCE:** apologies were received and accepted from Cllr Richardson, Cllr Mrs Luck, County Cllr Mrs Channer plus District Cllrs Ms White and Mrs Fleming.
- 165. 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.
- 166. PUBLIC QUESTION TIME:** there were no matters raised.
- 167. MINUTES OF THE ORDINARY MEETING of the Parish Council** held on Wednesday 9th September 2020 were approved as correct. They will be signed accordingly when it is possible.
- 168. 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: a Maldon High Street Consultation was now open until 16th November asking residents and businesses about how they use the High Street now and how they would like to in the future; that MDC's annual Residents and Business Survey for 2020 is currently ongoing and results will be used to inform strategic direction and delivery; that this year's work to update the electoral register is taking place and the process will run to November.
- 169. 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.

FINANCE

Approval of Payments

- 170.** Mr Roy Wiseman to village caretaker work from 7th September to 2nd October 2020 Invoice dated 2nd October 2020 £94.50. Cheque No.022184
- 171.** Maria Dyer office expenses from 5th September to 1st October 2020 (includes COVID-19 phone calls) £34.07. Cheque No.022185
- 172.** Copyright Repro to paper (2500 sheets) and ink cartridges (1 x multi-colour pack and 4 x black all XL). Invoice No.126092 dated 30th September 2020 £158.10 (£131.75 net). Cheque No.022186
- 173.** Sue Lees October 2020 to advance quarterly maintenance fee for web site. Invoice No.0004541 dated 1st September 2020 £30.00. Cheque No.022187
- 174.** Sue Lees October 2020 to advance yearly maintenance fee for web site setting up diary for PC meetings for 2021 and tidy up of web site etc. (2 hours). Invoice No.0004549 dated 1st September 2020 £60.00. Cheque No.022187.

175. Sue Lees October 2020 to advance fee for WordPress Maintenance Plan (to prevent security vulnerabilities appearing in WordPress websites) (twice yearly in April and October). Invoice No.0004550 dated 1st September 2020 £40.00. Cheque No.022187
176. Rural Community Council of Essex (RCCE) to carrying out Housing Needs Survey based on a return rate of 28%. Invoice No.7145 dated 1st October 2020 £263.28 (£219.40 net). Cheque No.022188
- 176a Campaign to Protect Rural England (CPRE) to annual subscription to 31st October 2021. Members agreed to retain its membership at £36. Cheque No.022189
177. HM Customs & Revenue to Tax/NI to 5th November 2020 £23.80. Cheque No.022190 (NB this cheque was made out to the Clerk, as Clerk had made a card payment to HMRC by phone – receipt attached to details of Tax/NI)
178. Wave to water at allotments 16th March to 29th May 2020. Invoice No.7855584 dated 24th September 2020 £11.67 taken by Direct Debit on 14th October 2020.

179. **Financial Statement**
Current balances:

Barclays 10 Day Notice as at 10th Sept 2020	£	589.36
Santander as at 2nd October 2020	£	<u>50,605.79</u>
	£	51,195.15*

*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).

180. **Solar Panels at Village Hall:** it was noted that the next FIT payment was due in November 2020.
181. **Web Site:** to agree way forward and costs re web site accessibility: deferred.

PLANNING

182. **To consider Planning Applications received by the Parish Council:** the following were considered and the responses were:

20/00881/HOUSE PP-09022678: 1 Clarke Rise: two storey side extension and single storey rear extension. Week No.39 dated 25th September 2020:

The Parish Council recommended refusal for the following reasons:

- 1. This house is within a small development of affordable housing and the proposed extension is too extensive and would not be consistent with the rest of the houses in the development. Overdevelopment - Contrary to Policy D1 (Design Quality and Built Environment); Policy D2 (Climate Change and Environmental Impact of New Development); H4 Effective Use of Land.*
- 2. The proposed extension will result in an unacceptable level of on-site car parking provision, for a four-bedroom dwelling, which is likely to result in on-street parking to the detriment of pedestrian and highway safety and the free flow of traffic, contrary to the adopted Vehicle Parking Standards, policies D1 and T2 of the Maldon District Local Development Plan and the guidance contained within the National Planning Policy Framework.*

20/00957/HOUSE Imps Camp, Purleigh Grove: change of use of room over existing garage to provide ancillary accommodation. Week No.39 dated 25th September 2020:

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

20/00859/FUL PP-09009039: The Lodge, Pale Pitt Farm, Latchingdon Road: proposed replacement dwelling. Week No.40 dated 2nd October 2020:

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

Members noted the following which had been supplied "For information only":

20/0099986/LDP PP-09105349 Longshoot, 22A Latchingdon Road: claim for lawful development certificate for a proposed enlargement of existing 3 dormers into 1 dormer at the rear. Week No.40 dated 2nd October 2020.

20/00985/LDP PP-09105322 Longshoot, 22A Latchingdon Road: claim for lawful development certificate for a proposed single storey flat roof extension. Week No.40 dated 2nd October 2020

- 183. Maldon District Council Decisions:** covering decisions advised from w/e 11th September to w/e 2nd October 2020; a detailed list had been supplied to Members, which is summarised below:

WTPO/MAL/20/00709 Cold Norton
TPO 18/95 T1 Oak - 2m crown reduction.
7 Henney Close Cold Norton Essex CM3 6SY
APPROVED

FUL/MAL/20/00711 Cold Norton
Erection of farm machinery workshop
Agricultural Building at Charity Farm Crows Lane Stow Maries Essex
(UPRN - 010014002528)
G W Cooper Farms Ltd **APPROVED**

FUL/MAL/20/00720 Cold Norton
Erection of grain store
Agricultural Building at Charity Farm Crows Lane Stow Maries Essex
(UPRN - 010014002528)
G W Cooper Farms Ltd **APPROVED**

HOUSE/MAL/20/00803 Cold Norton
Single storey rear extension including demolition of existing garage
29 Latchingdon Road Cold Norton Essex CM3 6JG
(UPRN - 100090555237)
Mr and Mrs J Burman **APPROVED**

- 184. New Government Planning White Paper:** Members had been supplied with a link to the White Paper and relevant papers from various bodies. It was agreed that comments would be forwarded to Cllr Haydon to formulate a response.

**ACTION: ALL CLLRS/
CLLR HAYDON**

- 185. CCC Draft Planning Documents:** Members had been supplied with details and advised that the close date is 12th November 2020. Noted.

- 186. Planning Appeal: Ashmead Lodge, 41 Stow Road:** the Members noted the following: this appeal is proceeding under the Homeowners Appeal Service – so the PC is not able to submit comments at this point, but the PC original comment (i.e. 'No Objections') has already been sent to the Planning Inspectorate. Proposal: first floor extension with terrace and single storey extension to the rear and the formation of raised terrace at ground floor level. Application No. 20/00189/HOUSE Appeal Ref: APP/X1545/D/20/3255196 Appeal start date 23rd September 2020.

- 187. PLAYGROUND RENOVATIONS & CAR PARK EXTENSION PROJECT WORKING GROUP (PCP):** Members considered the September report and agreed the copy for the leaflet and timetable for the consultation period and that collection of leaflet service be offered. Cllr Haydon presented a large version of one of the playground designs to be used for research purposes at the School, Pre School and at the proposed 'exhibition' at the VH. The cost implications of the project on the precept were discussed and it was stressed that evidence of support for the project was vital to secure a PWLB Loan. It was agreed that a row of trees should be planted along Cherry Blossom Lane to shield the car park area – it was acknowledged that a tree expert be consulted re the most suitable tree(s) so that there is not an issue with tree roots. Members were in favour of using the ground works to create an interesting feature. Cllr Haydon congratulated and acknowledged the hard work that Cllr Richardson and the working group had put into the project

188. REVIEW OF POLICY DOCUMENTS:

188.1. Risk Assessment: Members considered this assessment and agreed that no changes were required at this time.

188.2. Financial Regulations: Members considered the regulations and agreed that no changes were required at this time.

VILLAGE HALL

189. Report from VHMC: Cllr Romang advised that bookings were down, but that the VHMC had qualified for the £10,000 COVID-19 government support payment via MDC. It was agreed that in light of COVID-19 and the reduction in income that the finances of the VHMC should be reviewed prior to the consideration of the budgets/precept for the next financial year. Clerk will liaise with the VHMC Treasurer
ACTION: CLERK

HIGHWAYS AND ROAD SAFETY

190. TRUCAM: Members noted that 4 x half hour TRUCAM sessions were undertaken in September and were supplied with a report advising that a total of 11 speeding offences were recorded and forwarded to the Police for processing. Members discussed and agreed that 4 x half hour sessions should be booked for each of the remaining 6 months in the current financial year and that a 12 month programme be considered in the budget for the next financial year. **ACTION: CLERK**

191. St Stephens Road School Parking Issue: Members noted that the School had sent out a reminder to parents re parking near the school; Clerk was still to discuss other elements with Head Teacher.
ACTION: CLERK

192. Traffic Calming Measures: it was reported that Rettendon had had these installed. Clerk was asked to investigate criteria for installation in that Parish and the increased number of heavy duty lorries through the village, particularly by one company.
ACTION: CLERK

OPEN SPACE

193. Cowpiece Nature Reserve: nothing to report

194. Playing Field

194.1. Annual Play Equipment Inspection: ongoing report some works already carried out. Clerk to meet with contractor and village caretaker re outstanding works. **ACTION: CLERK**

194.2. Replacement Signage: Members had been supplied with a quote from Directa for £189.95 ex VAT (NB in 2012 the original sign which wasn't vandal proof cost £138.50 ex VAT). Members approved quote. Clerk to place order.
ACTION: CLERK

194.3. Village Caretaker work: Mr Wiseman has continued to carry out this work, but limited due an injury; in addition to the regular litter picks Mr Wiseman had carried out the following maintenance work: mowed and tidy up at bridge, Cowpiece and Three Ashes Corner.

194.4. Notice Boards: Members noted order had been placed with local contractor for a new noticeboard by allotment, renovation works to school and Old PO noticeboards to include new backboard on all three.

194.5. Football on Playing Field: Members noted that Clerk is waiting to hear back from football club.

194.6. Essex Forest Initiative: nothing to report

195. COUNTY BROADBAND: report not available

TRAINING/CONFERENCES/MEETINGS

196. Stow Maries Aerodrome AGM Wednesday 30th September 2020: Cllr Haydon attended and reported that it was an interesting and informative meeting: 60 people had 'attended' the virtual meeting and the Chief of Staff of the RAF, as the guest speaker, had given an excellent and

interesting talk. The CEO of the Aerodrome advised how the site had coped so far with a 90% drop in revenue, due to grants and other assistance; the site still had a good number of loyal volunteers and had been able to open for a few days per week, but had had to cancel the planned big events. However, the CEO was very optimistic that the venue would be able to survive the effects of COVID-19.

- 197. **Essex Playing Fields Association: Monday 12th October (7pm) and Thursday 15th October (8pm) 2020: AGM & Best Kept Playing Fields Competition:** virtual meetings. No one available to attend.
- 198. **Rural Community Council of Essex (RCCE): Wednesday 21st October 2020 6pm:** AGM virtual meeting. No one available to attend.
- 199. **Essex Wildlife Trust Virtual AGM Saturday 24th October 2020 10am:** Noted that Cllr Mrs Luck plans to attend.
- 200. **Remembrance Day Sunday 8th November 2020:** Members had been advised that the wreath had been ordered, but that the Church Warden had advised that it will probably be a limited service with 'Tommy' where wreaths can be laid. Cllr Romang offered to lay the wreath on behalf of the PC and Cold Norton residents.

CORRESPONDENCE/CONSULTATIONS

- 201. **MDC Annual Residents and Business Survey:** details had been forwarded to Members; close date 1st November 2020. Noted

- 202. **VILLAGER OF THE YEAR:** types of deeds/display location discussed.
ACTION: CLERK

- 203. **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

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

There being no further business the meeting was closed at 9.43pm

Chairman.....

Date.....