

COLD NORTON PARISH COUNCIL

Notice and Summons to Parish Councillors:

Cllr B Haydon
Cllr Mrs M Gunn
Cllr T Dixon
Cllr P Jacklin
Cllr Mrs J Luck
Cllr J Richardson
Cllr A Romang

I write to inform you that an **ORDINARY MEETING OF THE PARISH COUNCIL will be held remotely** and will commence immediately following the AGM at **7.30 p.m. on Wednesday 5th May 2021** for the transaction of the under mentioned business. I do hope you will be able to attend.

Members of the Public and Press are also cordially invited to attend the meeting. For log in details, meeting ID and password please contact the Clerk by email: mariadyer30@yahoo.co.uk by 5.30pm before the meeting.

The **AGENDA/Report** for this meeting follows.

Signed (M Dyer, Parish Clerk/RFO)

28th April 2021

Explanatory comments or "Clerk's Report" are printed in this format.

1. APOLOGIES FOR ABSENCE

2. 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.

3. PUBLIC QUESTION TIME

4. MINUTES OF THE ORDINARY MEETING of the Parish Council held on Wednesday 7th April 2021 (sent by email)

5. DISTRICT COUNCILLOR'S REPORT

6. COUNTY COUNCILLOR'S REPORT

7. FINANCE

7.1. Approval of Payments

- 7.1.1. Mr Roy Wiseman to village caretaker work invoice. Invoice dated 25th April 2021 £120.15.
- 7.1.2. Maria Dyer office expenses from 2nd to 28th April 2021 £89.86 (£86.28 net)
- 7.1.3. Maldon District Council to Grounds Maintenance April 2020 to March 2021. Invoice No.COL58682849 dated 28th April 2021 £1,038.62 (£865.52 net)
- 7.1.4. Sue Lees Consultancy to Domain Renewal for 2 years. (£10 per year, minimum 2 years – renewal due on 26th April every other year). Invoice No.0004845 dated 26th March 2021 £20.00.

- 7.1.5. Sue Lees Consultancy to hosting for website for one year (£60 per year - reduced rate – yearly cost due on the 1st May) Invoice No.0004852 dated 1st April 2021 £60.00.
- 7.1.6. Frazer Wiseman to delivery of APM notices to all homes in the village (except 23 outlying homes where APM notice was posted). Invoice dated 26th April 2021 £40.00.
- 7.1.7. 4TEC Limited (t/a ASAP Office Services) to internal audit 2020. Invoice No.6617 dated 18th August 2020 £154.36 (£128.63 net) Cheque No.022182 issued was never presented – replacement cheque required.
- 7.1.8. SLCC Enterprises Limited (Society for Local Council Clerks) to Virtual Training Seminar 21st April 2021 for Clerk. Invoice No.BK201913 dated 19th April 2019 £54.00 (£45.00 net)
- 7.1.9. Maldon District Council to TRUCAM for February (2 x ½ hours) and March (4 x ½ hours). Invoice No.COL58582805 dated 22nd April 2021 £123.12 (£102.60 net).
- 7.1.10. BHIB to insurance renewal from 1st June 2021. Invoice No.LC000345-508022 dated 13th April 2021 £692.69 (£618.47 Premium + £74.22 Insurance Premium Tax) (last year £685.42 made up of £611.98 Premium + £73.44 Insurance Premium Tax).
- 7.1.11. Cllr Brian Haydon to reimbursement of ZOOM fees for 4 months £57.56 (£47.96 net)
- 7.1.12. E-on to electricity for streetlights March 2021 Invoice No.H19ABOB20C dated 1st April 2021 £112.55 (£107.19 net) was taken by direct debit on 11th April 2021.

7.2. Financial Statement Current balances:

Barclays 10 Day Notice as at 10th March 2021	£	589.38
Santander as at 2nd April 2021	£	<u>41,670.02</u>
	£	42,259.40*

*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).
Plus, the £3,052.00 CIF Grant has already been paid into the Santander account.

7.3. PWLB

To note: balance outstanding as at 31st March 2021 on two loans (VH and Solar Panels at VH) £17,812.80 – both will be paid off March 2030.

7.4. EALC

To note: credit in hand of £168.00 (inc VAT) from cancelled training sessions re COVID-19.

7.5. Village Hall Management Committee:

To note: a discretionary government grant was being applied for through MDC – awaiting update.
To consider: financial update from Treasurer (will be forwarded when received)

8. PLANNING

8.1. To consider Planning Applications received by the Parish Council:

- 8.1.1. **21/00285/HOUSE PP-09641351 11 St Stephens Road:** Erection of a single storey rear extension and front dormer and the enlargement of existing front and rear dormers. Installation of sliding doors to the rear elevation and a rooflight to front roof slope. Alterations to fenestration, entrance doors and the external materials of the host dwelling. Week No.15 dated 16th April 2021 (forwarded by email on 15th April 2021)
- 8.1.2. **21/00397/FUL Thornfields, Purleigh Grove:** Two ne detached dwellings and associated works. Revision of HOUSE/MAL/20/00189Week No.15 dated 16th April 2021 (forwarded by email on 15th April 2021)

8.2. Maldon District Council Decisions: (forwarding by email)

9. PLAYGROUND RENOVATIONS & CAR PARK EXTENSION PROJECT WORKING GROUP (PCP)

To consider: April 2021 report

To discuss and agree: the 7-part approach detailed in April report for way forward on Car Park and CBL

To discuss: additional requirements arising from APM, in particular the proposed barrier between the existing car park and CBL

To discuss: the draft PWLB application for the car park and CBL works

10. VILLAGE HALL

10.1. Report from VHMC

11. HIGHWAYS AND ROAD SAFETY

11.1. TRUCAM

To note: 4 x ½ sessions resulting in 16 CAPS – forwarding report by email.

11.2. St Stephens Road School Parking Issue: nothing to report re school parking initiative.

11.3. Highways Sign at Pale Pitt Farm Site: nothing to report.

11.4. Road Closures: (forwarding links by email) to note:

11.4.1. Market Hill, Fullbridge, Maldon: closed for 9 days from 8th May 2021 for gas works.

11.4.2. Stow Road, The Street, Woodham Road: closed for 6 days 2021 from 14th May 2021 for surface dressing.

11.4.3. Limebrook Way, Maldon: closed for 7 days from 3rd June 2021 for joints sealing (overnight 19.00 hours to 05.00 hours)

11.4.4. Howe Green Road, Purleigh: closed for 4 days from 28th June 2021 for surface dressing.

11.4.5. Howe Green Road, Purleigh: closed for 4 days from 2nd July 2021 for surface dressing.

11.4.6. Limebrook Way, Maldon: closed for 8 days from 8th October 2021 for installation of new roundabout.

12. POLICE MATTERS AND ANTISOCIAL BEHAVIOUR

12.1. Antisocial Behaviour: Cllr Mrs Gunn reported latest findings and Police have acknowledged and will add that area to their patrols.

12.2. Wi-Fi at Village Hall: Cllr Jacklin assisting the VHMC re security aspects.

13. OPEN SPACE

13.1. Cowpiece Nature Reserve: fallen tree by dipping pond: ongoing - nothing to report.

13.2. Playing Field

13.2.1. Annual Play Equipment Inspection 2021: scheduled for May.

13.2.2. Plaques for Commemorative Trees: to note options now being researched (had been put on hold)

13.3. Village Caretaker work: Mr Wiseman continued to carry out this work; in addition to the regular litter picks and safety checks, Mr Wiseman had carried out the following maintenance work: cut back vegetation/trees near pre school outdoor play area and wheelchair/pram access path to VH door; copse – mow paths; applied soil at Three Ash Corner and top of Green Trees Avenue to fill in ruts and low spots.

13.4. Football on Playing Field: nothing to report.

13.5. Trees

To receive update from Cllr Dixon re ECC Tree Initiative and possible locations

14. BROADBAND:

County Broadband

To note: this has been followed up again by Clerk, waiting for response.

15. TRAINING/CONFERENCES/MEETINGS

15.1. Stow Maries Great War Aerodrome Joint Consultative Committee Meeting Thursday 22nd April 2021: Cllr Haydon attended and will give report at meeting.

- 15.2. Parish Clerks Forum 28th April 2021:** Clerk attended; topics were Bradwell B update, Tri-Service Community Officer and Essex Youth Based Commissioner Service, Local Development Plan and Mental Health Awareness Week.

Clerk will forward details/notes when received from MDC, but Mental Health Awareness Week is on 10th to 16th May – objective is to raise awareness of the growing number of mental health problems worldwide and to promote mental wellbeing. MDC has recently appointed a Health Improvement Officer, who would like each Parish to have a Mental Health Champion to meet quarterly to discuss how to work together to increase mental health awareness in the Maldon District – will obtain more information if there is interest/availability from any Members). There is a high rate of suicide in Essex.

- 15.3 Dementia Friends Session & Training for Town & Parish Councils:** free sessions on Thursday 20th May 10am to 11.30am and Thursday 3rd June 7pm to 8.30pm. Would anyone like to attend?
(forwarding by email)

- 15.4. Bradwell B Community Forum: Tuesday 22nd June 2021 6pm – 8pm online:** Cllr Haydon to attend.

16. CORRESPONDENCE/CONSULTATIONS

- 16.1. Bradwell B Project:** forwarding by email. Do you any issues you would like to raise?

- 17. POWER CUTS:** nothing to report

- 18. CESSATION OF REMOTE MEETINGS FROM 7TH MAY 2021:** The High Court has ruled against LGA to continue meeting remotely (will be forwarded by email)
To discuss and agree: holding socially distanced meetings (in a larger room) or reverting to delegated powers to the Clerk. NB in the current Government road map 21st June is the date when all lockdown measures cease.

- 19. 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).

20. MEETINGS 2021

Wednesdays 2nd June, 7th July, 1st September, 6th October, 3rd November and 1st December.