

COLD NORTON PARISH COUNCIL

MINUTES OF THE MONTHLY MEETING OF THE PARISH COUNCIL HELD ON WEDNESDAY 9th December 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)
County Cllr Mrs Channer
District Cllr Miss White
Mr T. Dixon: Member of the PCP Project Team
Plus, two Members of the Public

252. APOLOGIES FOR ABSENCE: apologies were received and accepted from District Cllr Mrs Fleming

253. 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.

254. PUBLIC QUESTION TIME: there were no matters raised.

255. MINUTES OF THE ORDINARY MEETING of the Parish Council held on Wednesday 4th November 2020 were approved as correct. They will be signed accordingly when it is possible.

256. DISTRICT COUNCILLOR'S REPORT: District Cllr Miss White reported that Maldon District Council was also still operating under delegated powers and remote meetings and gave a brief update regarding conservation of trees under new planning regulations and the situation regarding Stow Maries Aerodrome 'weathering' the effects of COVID-19 through various grants received. District Cllr Miss White also advised that a debate was ongoing in relation to parking in Maldon: "free or paid for". The support for free parking is to help the shops and other businesses in Maldon, but there are counter arguments that if all the parking is free that it would be used by those working in Maldon. District Cllr Miss White advised that she would welcome views/suggestions from Parish Councils and residents regarding this.

District Cllr Miss White then left the meeting.

257. COUNTY COUNCILLOR'S REPORT: County Cllr Mrs Channer regularly sends Parish Councils reports from ECC and advised the latest had been sent to Clerks on 8th December 2020. Clerk confirmed receipt, still to be forwarded to Members. **ACTION: CLERK**

Thanks were expressed to County Cllr Mrs Channer for her support re the application for a CIF Grant.

County Cllr Mrs Channer then left the meeting.

FINANCE

Approval of Payments

258. Mr Roy Wiseman to village caretaker work 4th to 25th November 2020, plus refuse sacks. Invoice dated 25th November 2020 £63.95 (£63.79 net) Cheque No.022201
259. Maria Dyer office expenses from 1st November to 4th December 2020 £73.56 (£71.31 net). Cheque No.022202
260. Cllr Brian Haydon to reimbursement of monthly charge incurred for ZOOM for PC meeting reference Invoice No.INV50428960 from ZOOM/email dated 5th November 2020 from Cllr Haydon. £14.39 (£11.99 net). Cheque No.022203
261. Cllr Jeremy Richardson to reimbursement of print & production costs for 4 x A2 display boards for research purposes re PCP Project. £87.40 (£76.00 net). Cheque No.022204
262. HM Customs & Revenue to Tax/Ni to 5th January 2021 £6.80. Cheque No. 022205
263. PKF Littlejohn LLP to external audit. Invoice No.SB20203495 dated 24th November 2020 £240.00 (£200.00 net). Cheque No.022206
264. Cold Norton Parochial Church Council (PCC) to use of The Beacon magazine for Parish Council reports 2020/2021 (only 9 issues due to COVID-19). Invoice dated 8th December 2020 £145.55. Cheque No.022207
265. Society of Local Council Clerks (SLCC) to annual subscription for Clerk from 1st January 2021. Invoice No.MEM232556 dated 1st January 2021 £130.00. Cheque No. 022208
266. E-on to electricity for streetlights October 2020 Invoice No.H191E50E5E dated 2nd November 2020 £112.55 (£107.19 net) was taken by direct debit on 12th November 2020.
267. BT to public pay phone at Village Hall. Line Rental quarter to 31st January 2021 Invoice No.Q02539 dated 13th November 2020 £73.99 (£61.66 net) was taken by direct debit on 27th November 2020.
268. Wave to water at allotments 30th May to 2nd November 2020. Invoice No.8205623 dated 30th November 2020 £39.12 – will be taken by Direct Debit on 18th December 2020.
269. E-on to electricity for streetlights November 2020 Invoice No.H1939E8D17 dated 2nd December 2020 £108.92 (£103.73 net) will be taken by direct debit on 12th December 2020.

270. **Financial Statement**
Current balances:

Barclays 10 Day Notice as at 10 th Sept 2020	£	589.36
Santander as at 2 nd December 2020	£	<u>48,496.46</u>
	£	49,085.82*

*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).

271. **Solar Panels at Village Hall:** to note FIT payment of £456.11 paid in November 2020
272. **Web Site:** to note deferred – agreed accessibility proposal will be emailed to Members for consideration
273. **Grants:** Members considered two applications and were all in agreement to grant £500 to the Church towards the cost of remedial work on the lightning conductor as the public footpath crosses the churchyard, close to the Church, to ensure the safety of those using the footpath as well as visiting the Church. and to grant £50 to Essex & Herts Air Ambulance.
274. **Completion of Annual Audit for year ended 31st March 2020:** had been forwarded by email to Members. Noted that no comments had been made by the Auditor and as required a copy of the audited return has been displayed on the main Parish Council notice board (i.e. outside No.14 Latchingdon Road) and on the web site.
275. **Precept 2021/22:** Members had been supplied with details of spend to 9th December 2020 and estimated budgets for 2021/22 to consider, including a new budget line to be able to provide support to the VHM if required due to effects of COVID-19, which could mean increasing the precept by over 30% (c £2.15 increase per month per home). Members discussed. Clerk, in conjunction with the Chairman, to update sheets for the January meeting including revised figures of payments to that point and amend budget figures as discussed. With regards to undertaking a Village Appraisal/Survey in 2021 it was agreed that due to COVID-19 and the costs involved in such an exercise, this would be postponed to 2022.

ACTION: CLERK/CLLR HAYDON

PLANNING

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

20/01096/FUL PP-09166078: Barn 2, St Stephens Road: Siting of a mobile home as an agricultural workers dwelling. Week No.46 dated 13th November 2020: The Parish Council raised no objections, but made the following comment: *"The Members of the Parish Council whilst acknowledging that this outside the village development boundary, recognise that it is for a viable business and therefore are not objecting to this application."*

20/01146/FUL PP-09189714 The Buffs, Victoria Road: Proposed two storey replacement dwelling with front gable and insert garage. Week No.46 dated 13th November 2020:

The Parish Council recommended refusal for the following reasons:

1. 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. Also the position of the proposed development would impact on the neighbouring property resulting in lack of privacy.

20/00901/HOUSE PP-09034374 7 Henley Close: Erection of timber carport. To note this application has been withdrawn by the applicant.

For Information Only:

20/01167/LDP PP-09244636: 27 The Fairways: Claim for lawful development certificate for a proposed conversion of existing double garage into a single garage and habitable room (playroom/study). Week No.48 dated 27th November 2020

For Information Only:

PDE/MAL/20/01202 1 Clarke Rise: Proposed single storey rear extension with a flat roof and roof lantern which would extend beyond the rear wall of the original house by 5m, height to the eaves would be 2.90m and the maximum height would be 3.10m. Week No.48 dated 27th November 2020

277. Appeal Decision:

Appeal Ref: APP/X1545/D/20/3255196: Ashmead Lodge, Stow Road, Cold Norton: Proposal: proposed first floor extension with terrace and single storey extension to the rear and the formation of raised terrace at ground level. Appeal dismissed. Appeal decision had been emailed to Members.

278. Maldon District Council Decisions: covering decisions advised from w/e 6th November to w/e 4th December 2020; a detailed list had been supplied to Members, which is summarised below:

HOUSE/MAL/20/00957 Cold Norton

Change of use of room over existing garage to provide ancillary accommodation.

Impscamp, Purleigh Grove Cold Norton Essex

(UPRN - 200000916933)

Mr & Mrs Kirk

APPROVED

HOUSE/MAL/20/00881 Cold Norton

Two story side extension & single storey rear extension

1 Clarke Rise Cold Norton Essex CM3 6JL

(UPRN - 100090554641)

Terry Taylor

REFUSED

FUL/MAL/20/00859 Purleigh

Proposed replacement dwelling

The Lodge Pale Pitt Farm Latchingdon Road Purleigh

(UPRN - 010014002081)

Mr Charlie Roberts

APPROVED

For Information Only

LDP/MAL/20/00985 Cold Norton

Claim for lawful development certificate for a proposed single storey flat roof extension.
Longshoot 22A Latchingdon Road Cold Norton Essex
(UPRN - 100090555228)

Mr & Mrs Jon De'Ath **APPROVED**

For Information Only

LDP/MAL/20/00986 Cold Norton

Claim for lawful development certificate for a proposed enlargement of existing 3 dormers into 1 dormer at the rear.

Longshoot 22A Latchingdon Road Cold Norton Essex
(UPRN - 100090555228)

Mr & Mrs Jon De'Ath **APPROVED**

FUL/MAL/20/00617 Cold Norton

Change of use of land to car park.
Village Hall Cherry Blossom Lane Cold Norton Essex
(UPRN - 100091446687)

Cold Norton PC **APPROVED**

- 279. Burnham Road, South Woodham Ferrers (development North of B1012 SWF):** noted latest correspondence/information from the Woodham Infrastructure Group that had been forwarded by email to Members.
- 280. Bradwell B:** noted updates dated 9th and 20th November 2020 from Bradwell B. Members were all in agreement not to take up the offer by Bradwell B for a ZOOM meeting with the Bradwell B project team for an update on the project/raise any questions at this time.
- ACTION: CLERK**
- 281. PLAYGROUND RENOVATIONS & CAR PARK EXTENSION PROJECT WORKING GROUP (PCP)**
Members considered the November 2020 PCP Report and discussed/agreed:
- 281.1. New Car Park Area:** noted that planning approval had been received to install 14 additional parking spaces. Trees: Mr T Dixon as a member of the PCP Project Team, gave a report relating to trees to be installed alongside the new car park area to comply with a condition of planning approval. Following discussion, it was agreed to allocate a budget of £500 towards trees and planting.
- 281.2. Play Equipment:** noted that following research carried out with residents the proposed equipment/layout submitted by KOMPAN was the preferred option. Tenders would now be sought for the installation of the equipment, which also includes dismantling and removal of the existing equipment and making good the area.
- ACTION: CLERK/
CLLR RICHARDSON**
- 281.3. Financial elements of the project: funding and PWLB:** Members discussed at some length if both elements of the PCP Project (i.e. installation of a new play area and car park extension/works to Cherry Blossom Lane [CBL]) could be progressed simultaneously and one PWLB loan applied for. It was agreed to progress with the new play area element of the project as this is further forward than the car park/CBL (and the prices for the play equipment may rise in the New Year) and to therefore apply for a smaller PWLB loan to supplement the monies set aside/grants received for the new play area element. This is subject to clarification from EALC re number of PWLB loans that can be applied for, as a further PWLB loan would be required for the car park extension/CBL works element of the project.

RESOLVED: to seek the approval of the Secretary of State for Housing, Communities and Local Government to apply for a PWLB loan of up to £40,000 over a borrowing term of 25 years for the installation of a new play area. It is not intended to increase the council tax precept for the purpose of the loan repayments.

It was noted that the annual loan repayments for a loan of £40,000 over 25 years will come to around £1,890. It was acknowledged that evidence of consultation with the residents re a PWLB loan would be required as part of the application.

**ACTION: CLERK/
CLLR RICHARDSON**

- 281.4. Carpark extension and works to Cherry Blossom Lane:** it was agreed that these works would be put out for quotes as one job. As there is not a full tight specification for the road works, it was agreed that contractors would be invited to quote based on the report produced by the PCP Project Team.

**ACTION: CLERK/
CLLR RICHARDSON**

VILLAGE HALL

- 282 Report from VHMC:** situation discussed under Minute No.275

HIGHWAYS AND ROAD SAFETY

- 283. TRUCAM:** To note: that MDC carried out 5 x ½ hour sessions TRUCAM patrols in October and 27 offenders were recorded and forwarded to the Police for processing (drivers will either receive 3 points on their licence and £100 fine or be offered a speed awareness course at a cost of £100). Further sessions will be carried out each month for the rest of this financial year.

- 284. St Stephens Road School Parking Issue:** Members noted further correspondence from a resident of St Stephens Road with the School Parking Department and Clerk reported back on conversations with the resident and the school regarding use of cones, 3PR (school parking initiative) and the Police. Clerk will pursue the 3PR with the County's School Parking Department and the school.

ACTION: CLERK

- 285. Highways Sign at Pale Pitt Farm Site:** nothing to report

POLICE MATTERS AND ANTISOCIAL BEHAVIOUR

- 286. Maldon Crime Report:** noted

- 287. Chelmsford & Maldon Community Policing Team a CCC: Community Safety Engagement Officer (CSEO):** noted November Maldon Newsletter (CSEO).

- 288. Antisocial Behaviour Village Hall Car Park:** noted communication from a Cherry Blossom Lane with name redacted. Clerk is following up with resident and will liaise with Police.

ACTION: CLERK

OPEN SPACE

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

- 290. Playing Field**

- 290.1. Annual Play Equipment Inspection:** nothing to report

- 290.2. Replacement Signage:** noted that this has been installed

- 290.3. Plaques for Commemorative Trees:** noted options now being researched (had been put on hold)

- 291. Village Caretaker work:** Mr Wiseman has continued to carry out this work: litter picks and regular inspections of the playground equipment.

- 292. Notice Boards:** Members noted order had been placed for these works.

- 293. Football on Playing Field:** Members noted that Clerk had chased football club as this now impacts on the playground (PCP) project.

- 294. Trees:** Members noted that options are being researched through the Essex Forest Initiative, CCC and MDC.

- 295. COUNTY BROADBAND:** report not available.

TRAINING/CONFERENCES/MEETINGS

296. **Stow Maries Aerodrome: Meeting 18th November 2020:** Cllr Haydon attended and reported to Members that funding had been obtained and some open days had been held; the Wings & Wheels event had been very successful, but the proposed Stow at War event had to be cancelled.

CORRESPONDENCE/CONSULTATIONS

297. **MDC Annual Council Meeting: Member Appointments:** Members noted details
298. **Essex Climate Action Commission: Interim Report:** Members noted email from EALC dated 23rd November 2020. It was acknowledged that climate actions within the village to date are the installation of solar panels on the village hall roof and the programme of replacing the old streetlights with LED. It was agreed that climate actions in Cold Norton should be a future project. To be discussed further at a future meeting.
299. **EALC Executive Elections:** Members noted new appointments as outlined in the EALC email dated 30th November 2020.
300. **HOUSING NEEDS SURVEY:** deferred to a future meeting
301. **VILLAGER OF THE YEAR:** Members had been advised that the announcement would appear in the December edition of The Beacon and that The Norton has kindly agreed to display the Plaque.
302. **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).

Cllr Haydon gave a brief update on a possible planning enforcement issue. Clerk to contact MDC

ACTION: CLERK

303. **MEETINGS 2021**
Wednesdays 13th January, 3rd February, 3rd March, 7th April, 5th May, 2nd June, 7th July,
1st September, 6th October, 3rd November and 1st 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 10.37pm

Chairman.....

Date.....