

COLD NORTON PARISH COUNCIL

MINUTES OF THE MONTHLY MEETING OF THE PARISH COUNCIL HELD ON WEDNESDAY 13TH JANUARY 2021 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
Mr T. Dixon: Member of the PCP Project Team
Plus one Member of the Public

- 304. APOLOGIES FOR ABSENCE:** apologies were received and accepted from District Cllrs Ms White and Mrs Fleming

305. 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.

Cllr Romang declared an interest in Allotments as he is an allotment holder.

Cllr Richardson declared a non-pecuniary interest that a contractor who carried out works at his own property would be one of the contractors quoting for works re the carpark extension/Cherry Blossom Lane.

- 306. PUBLIC QUESTION TIME:** there were no matters raised.

- 307. MINUTES OF THE ORDINARY MEETING of the Parish Council** held on Wednesday 9th December 2020 were approved as correct. They will be signed accordingly when it is possible.

- 308. DISTRICT COUNCILLOR'S REPORT:** not available

- 309. COUNTY COUNCILLOR'S REPORT:** a report had been received from County Cllr Mrs Channer and forwarded to Members on 11th January 2021. Therefore, at the meeting County Cllr Mrs Channer just highlighted a couple of topics from this latest report, namely that the MDC offices are used as a vaccination centre and that she is immensely proud of the way that ECC was handling matters relating to COVID-19 and expressed thanks to the District and Parish Councils for all their assistance and for co-ordinating volunteer groups. County Cllr Mrs Channer also reminded Members that both MDC and ECC are now in the process of setting budgets for the next financial year. The Chairman thanked Mrs Channer for all her support.

FINANCE

Approval of Payments

- 310.** Maria Dyer office expenses from 5th December 2020 to 8th January 2021 £30.91. Cheque No.022210
311. Cold Norton Parochial Church Council to grant as agreed at December 2020 meeting £500. Cheque No.022211

312. Essex & Herts Air Ambulance to grant as agreed at December 2020 meeting £50. Cheque No.022212
313. Sue Lees to advance quarterly maintenance fee for CNPC web site. Invoice No.0004668 dated 1st December 2020 £30.00. Cheque No.022213
314. Sue Lees to renewal for SSL Certificate (1year) for the CNPC web site (yearly cost due 5th February 2021). Invoice No.000727 dated 5th January 2021 £75.00. Cheque No.022213
315. E-on to electricity for streetlights December 2020 Invoice No.H195532D1E dated 2nd January 2021 £112.55 (£107.19 net) was taken by direct debit on 12th January 2021.

316. **Financial Statement**
Current balances:

Barclays 10 Day Notice as at 10 th Dec 2020	£	589.37
Santander as at 2 nd January 2021	£	<u>49,713.51</u>
	£	50,302.88*

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

317. **Web Site:** to note agreed accessibility proposal will be emailed to Members for consideration

County Cllr Mrs Channer left the meeting.

318. **Precept 2021/22:** Members considered the budget calculations updated from the December meeting and the report from the Chairman and the Clerk in relation to the financial situation at the Village Hall due to COVID-19 and were all in agreement that the Precept for 2021/22 should be £38,189 (an increase of £7,106 over the previous year's precept) to be in a position to financially assist the Village Hall should it be necessary due to the ongoing situation due to COVID-19 and uncertainly at this point of when hirers would return to the Village Hall. Clerk to advise MDC accordingly.

ACTION: CLERK

PLANNING

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

20/01171/WTPO PP-09248271: 31 St Stephens Road: Oak T1 – reduce by 2 meters. There is also a lot of dead wood that need to be removed. Week No.50 dated 11th December 2020:

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

20/01348/COUPA PP-09358771 Barn at Little Cooks, Lower Burnham Road: Change of use of agricultural building to a dwelling house. Week No.1 dated 8th January 2021:

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

320. **Appeal Decisions:**

Appeal Ref: APP/X1545/D/20/3255400 Application No19/01270/FUL: Oakwood Manor, Station Road, Cold Norton: Proposal: Section 73A application for the siting of 2 No. mobile homes. Appeal dismissed. Appeal decision had been emailed to Members.

Appeal Ref: APP/X1545/D/20/3245694 Application No19/01013/OUT: Land adjacent Glen Loy, Latchingdon Road, Cold Norton: Proposal: Outline application for one detached dwelling and garage with all matters reserved except for access. Appeal dismissed. Appeal decision had been emailed to Members.

- 321. Maldon District Council Decisions:** covering decisions advised from w/e 11th December 2020 to w/e 8th January 2021; a detailed list had been supplied to Members, which is summarised below:

COUPA/MAL/20/01054 Cold Norton

Change of Use of Agricultural Buildings to Dwelling houses (Class C3), and for building operations reasonably necessary for the conversion.

Barn at Little Cooks Lower Burnham Road Cold Norton Essex

(UPRN - 010094634531)

Mr & Mrs Jenkins

PA REQUIRED AND REFUSED

WTPO/MAL/20/00826 Cold Norton

T1 Horse Chestnut - Reduce back from building by 1.5m, crown lift to 5m. T2 Oak - Reduce back from building by 2m, crown lift to 5m. T3 Hawthorn - Removal of dead wood and reduction of height by 1.5m.

Honfleur 2 Ferris Avenue Cold Norton Essex

(UPRN - 100090554753)

Mr David Moorhouse

APPROVED

HOUSE/MAL/20/01046 Cold Norton

Raise the existing roof ridge height, pitched roof front and rear dormers and additional gable front extension and rear extension and external alterations and proposed double garage.

Anholt 64 Latchingdon Road Cold Norton Essex

(UPRN - 100090555272)

Miss Lily Cook

APPROVED

PDE/MAL/20/01202 Cold Norton

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.

1 Clarke Rise Cold Norton Essex CM3 6JL

(UPRN - 100090554641)

Mr Stafford

REFUSED

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

Members considered the December 2020 PCP Report and discussed/agreed:

- 322.1. Tender re installation of play equipment:** Members noted that tenders had been put out to four contractors, but only two had submitted a tender. Members were all in agreement to appoint Chelmsford City Council to install the new play equipment at a cost of £26,219.50 ex VAT. This is subject to a successful Public Works Loan application. **ACTION: CLERK**

- 322.2 Play Equipment:** Members were all in agreement to submit a 'letter of intent' to KOMPAN to secure the costs quoted/avoid any future increases, as agreed by KOMPAN and that a formal order will be issued if the Council is successful in securing a Public Works loan. Cllr Richardson reminded Members that within the younger children's' enclosed area that the current layout allows for additional equipment to be installed at a later stage. **ACTION: CLERK**

- 322.3. 'Request for Proposals' for the car park extension and Cherry Blossom Lane works:** Members noted that this document was forwarded to 5 contractors and that the close date for response is Friday 22nd January 2021. Members were advised that a Cold Norton resident, Mr Paul Kelly, via the Clerk, had offered to assist with this part of the project as he has relevant knowledge/experience. Members were in agreement for Mr Kelly to join the PCP working group. In conjunction with other Members of the PCP working group, Mr Kelly will review the proposals when received; a report will be given at the February PC meeting.

- 322.4. PWLB Loan and advice from EALC/NALC:** Members noted that EALC (Essex Association of Local Councils) are still awaiting a response from NALC (National Association of Local Councils) regarding submitting two PWLB applications in one year, but EALC recommended that meanwhile a draft application be submitted to EALC for checking to ensure that the application includes all the necessary supporting documents. **ACTION: CLERK/**

CLLR RICHARDSON

- 322.5. Picnic Benches Plaque:** Members noted that the wording agreed with County Cllr Mrs Channer for the plaques on the two picnic benches was:
"Kindly provided through the Locality Fund of Essex County Council 2020/21"
- 322.6. Cold Norton Primary School:** Members noted that Mrs Ashforth, Head Teacher, had acknowledged the PC letter re consultation with Cold Norton Primary School children and advised that it had been passed to the school council members to share with their classes and that the children had really enjoyed being involved.

VILLAGE HALL

- 323. Report from VHMC:** Cllr Romang reported that the VHMC did have concerns re finance and maintenance costs due to COVID-19 and were grateful that the PC would support the VHMC if necessary. Cllr Romang also advised that the boiler at the VH was getting old and might need to be replaced.

HIGHWAYS AND ROAD SAFETY

- 324. TRUCAM:** Members noted that there had been no TRUCAM checks since October due to COVID-19 restrictions and that MDC would advise when this service is available again.
- 325. St Stephens Road School Parking Issue:** Members noted receipt of copies of the various letters etc that had been sent to parents last term regarding parking in St Stephens Road; school parking initiative - nothing to report. Noted.
- 326. Highways Sign at Pale Pitt Farm Site:** nothing to report

POLICE MATTERS AND ANTISOCIAL BEHAVIOUR

- 327. Antisocial Behaviour:** gatherings at Village Hall Car Park, nothing to report
- 328. Canisters on footpaths and Honey Pot Lane:** details forwarded to Police Community Team. Cllr Mrs Gunn advised that the canisters had been removed.

OPEN SPACE

- 329. Cowpiece Nature Reserve:** fallen tree by dipping pond: ongoing - nothing to report
- 330. Playing Field**
- 330.1. Annual Play Equipment Inspection 2020:** nothing to report.
- 330.2. Plaques for Commemorative Trees:** to note options now being researched (had been put on hold)
- 331. Village Caretaker work:** Mr Wiseman has continued to carry out this work: litter picks and regular inspections of the playground equipment.
- 332. Notice Boards:** Members noted that renovation work to noticeboard at 14 Latchingdon Road had been completed and that works are ongoing on other two boards.
- 333. Football on Playing Field:** nothing to report
- 334. Trees:** Members noted that ECC had sent apologies for the delay in getting back regarding the EIA submission for the Essex Forest Initiative, but advised that the EIA submitted has been approved by their team as a suitable site for planting. ECC would be in contact soon to make further arrangements for the planting. Other options being researched through CCC and MDC. It was noted that Mr Tim Dixon as a Member of the PCP working group would be looking into this.
- 335. COUNTY BROADBAND:** report not available; has been followed up again by both the Clerk and the Chairman, waiting for response.

TRAINING/CONFERENCES/MEETINGS

- 336. EALC Climate Crisis Conference: Thursday 28th January 2021 9.30am to 2.30pm:** by Zoom cost £50. Cllr Richardson to attend.
ACTION: CLERK
- 337. Bradwell B Community Forum (virtual meeting) 3rd February 2021 6-8pm:** Chairman and Clerk to attend first half only as this is same evening as the CNPC meeting.
**ACTION: CLERK/
CLLR HAYDON**

CORRESPONDENCE/CONSULTATIONS

- 338. Nuclear Regulation News:** update on generic design of nuclear power station design with a link to the consultation which closes on 4th April 2021 had been forwarded to Members. Noted. Members to consider for discussion at February meeting.
ACTION: ALL MEMBERS
- 339. Bradwell LCLC: Nuclear Decommissioning Authority Update for December 2020:** had been forwarded to Members by email. Noted.
- 340. ECC CIF Applications 2020/21:** report of successful applications had been forwarded to Members by email. Noted.
- 341. HOUSING NEEDS SURVEY:** Members discussed and agreed to defer this to 2022.
- 342. POWER CUTS:** Members discussed and, whilst it was understood that the fault that caused major disruption over the Christmas and New Year period had been rectified, it was agreed that the Clerk should write to UK Power Network about this recent issue and to ask UKPN why the village had 'suffered' over a long time scale from many power cuts of varying time periods, and if this could be rectified long term.
ACTION: CLERK
- 343. 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.
- 344. MEETINGS 2021**
Wednesdays: 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.

Local councils have the powers to hold public meetings remotely by using video or telephone conferencing technology currently until 7th May 2021 and are advised to make use of those powers.

Date for APM cannot be set at moment.
- 345. EXCLUSION OF PRESS & PUBLIC**
In accordance with S.1 of the Public Bodies (Admission to Meetings) Act 1960 to resolve that in view of the nature of the business to be discussed it is in the opinion of the Committee advisable that the Public and Press be excluded, and they were instructed to withdraw.

Mr Tim Dixon and the Member of the Public left the meeting.

346. CO-OPTION TO PARISH COUNCIL: Members discussed the applications received and then agreed unanimously to co-opt Mr Tim Dixon and Mr Phil Jacklin on to the Parish Council.

There being no further business the meeting was closed at 9.19pm

Chairman.....

Date.....