

COLD NORTON PARISH COUNCIL

MINUTES OF THE MONTHLY MEETING OF THE PARISH COUNCIL HELD ON WEDNESDAY 7TH APRIL 2021 AT 7.30PM REMOTELY BY ZOOM

THOSE PRESENT:

Councillors:

Cllr B Haydon (Chairman)
Cllr Mrs M Gunn (Vice Chairman)
Cllr T Dixon
Cllr P Jacklin
Cllr Mrs J Luck
Cllr J Richardson
Cllr A Romang

In attendance: Mrs. M Dyer (Parish Clerk)
County Cllr Mrs Channer
District Cllr Mrs Fleming

1. **APOLOGIES FOR ABSENCE:** apologies were received and accepted from District Cllr Ms White and Mr Paul Kelly.
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.

Cllr Romang declared a non-pecuniary interest in Allotments as he is an allotment holder.
Cllr Haydon declared a non-pecuniary interest as one of the planning applications (21/02227/WTPO) had been submitted by a friend and neighbour.
3. **PUBLIC QUESTION TIME:** there were no Members of the Public present.
4. **MINUTES OF THE ORDINARY MEETING of the Parish Council** held on Wednesday 3rd March 2021 were approved as correct. They will be signed accordingly when it is possible.
5. **DISTRICT COUNCILLOR'S REPORT:** District Cllr Mrs Fleming advise Members that it is very quiet at the moment because of the upcoming elections; that at the last MDC Full Council meeting held that the future format of meetings after 7th May 2021 had been discussed.
6. **COUNTY COUNCILLOR'S REPORT:** Members noted receipt of report dated 12th March 2021 from County Cllr Mrs Channer.

FINANCE

Approval of Payments

7. Mr Roy Wiseman to village caretaker work. Invoice dated 28th March 2021 £126.00. Cheque No.022230
8. Maria Dyer office expenses from 28th February to 1st April 2021 £42.32 (£42.11 net). Cheque No. 022231

9. Sue Lees Consultancy to advance quarterly maintenance fee. Invoice No.0004810 dated 1st March 2021 £30.00. Cheque No.022232
10. Sue Lees Consultancy to advance fee for WordPress Maintenance Plan (twice yearly in April and October). Invoice No.0004815 dated 1st March 2021 £40.00. Cheque No.022232
11. Essex Wildlife Trust to annual subscription £40 (no increase). Cheque No.022233
12. Maldon District Council to Grounds Maintenance January to March 2021 (Quarter 4). Invoice No.COL58682670 dated 26th March 2021 £100.34 (£83.62 net). Cheque No.022234
13. A&J Lighting Solutions Limited to 6 x replacement LEDs for streetlights. Invoice No.35032 dated 31st March 2021 £2,877.60 (£2,398.00 net). NB LEDs per order/quote £2,220.00, but 2 of the lights Nos.6 & 12 needed new pole brackets @ £89 each. Cheque No.022235
14. EALC to 2021/2022 Affiliation Fees. Invoice No.13874 dated 1st April 2021 £356.19 (£286.37 EALC; £69.82 NALC). NB the fee is based on number of electors. Cheque No.022236
15. Starboard Systems Limited t/a Scribe Accounts. To new account package: annual subscription @ £24 per month, plus initial set up fee (one-off) of £197.00. Invoice No.1760 dated 25th March 2021 £582.00 (£485.00 net). Cheque No.022237
16. E-on to electricity for streetlights February 2021 Invoice No.H198C2DBF3 dated 2nd March 2021 £101.66 (£96.82 net) was taken by direct debit on 12th March 2021.

17. Financial Statement
Current balances:

Barclays 10 Day Notice as at 10 th March 2021	£	589.38
Santander as at 2 nd March 2021	£	<u>46,456.93</u>
	£	47,046.31*

*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.

18. **Solar Panels at Village Hall:** Members noted FIT payment of £147.91 for the quarter to 7th February 2021.
19. **ECC Locality Fund:** Members were advised that notification had been received that BACs payment of £998.00 would be paid into the PC bank account on 25th March 2021.
20. **Essex & Herts Air Ambulance:** Members noted that a thank you letter had been received for £50.00 donation.
21. **Village Hall Management Committee:** Members noted that a discretionary government grant (Additional Restriction Grant) was being applied for through MDC.
22. **Grant Advisor:** Cllr Richardson attended a free webinar on 24th March 2021 "Helping Local Councils Secure External Funding" and gave a report to Members at the meeting, advising that the service is offered by a commercial company and the fee per annum is £1,000, but whilst it can be shared amongst several Parishes, was not felt to be of interest at this time. It is understood that there is a Bradwell B Grant Fund – this will be investigated.

PLANNING

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

21/02227/WTPO PP-09571612 Wyvern House, 29A St Stephens Road: T20 Oak – reduce by 2 meters. Week No.11 dated 19th March 2021:

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

21/00109/HOUSE PP-09489388 Ashmead Lodge, 41 Stow Road: rear extension above swimming pool to replace existing extension and to include bedroom space within roof. Single storey extension to kitchen and associated terrace. Revision of HOUSE/MAL/20/00189. Week No.11 dated 19th March 2021.

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

21/00287/LDE PP-09238557 Toad Hall, Station Road: claim for a lawful development certificate for the existing use of the office building and yard area for business use. Week No.12 dated 26th March 2021.

The Parish Council recommended refusal for the following reasons:

1. Industrialisation of an area that should not be.
 2. Will cause environmental pollution – lorries parked on this site have already been reported to MDC enforcement team.
 3. There is not an office building there currently - it is actually just a container.
 4. Close to the railway bridge – this commercial enterprise using large heavy lorries will damage the bridge (which is a single track controlled by traffic lights as it cannot take heavy traffic) and will cause access issues – size of lorries entering and exiting side road onto main road.
 5. This is a residential road and will be a nuisance to neighbours – pollution (noise and fumes)
 6. Outside the Development Boundary (S8 – Settlement Boundaries & the Countryside)
- Overall policies: D1 Design Quality & Built Environment.
D2 Climate Change & Environmental Impact of New Development

- 24. Maldon District Council Decisions:** covering decisions advised from w/e 5th March to w/e 1st April 2021; a detailed list had been supplied to Members, which is summarised below:

FUL/MAL/21/00208 Cold Norton

Temporary rural workers dwelling for 3 years.

Barn 2 St Stephens Road Cold Norton

(UPRN - 010014002766)

Mr & Mrs J Bardwell **DECLINED TO DETERMINE**

HOUSE/MAL/20/01346 Cold Norton

Single storey rear extension

20 St Stephens Road Cold Norton Essex CM3 6JE

(UPRN - 100090555809)

Mr & Mrs L English **APPROVED**

- 25. Notification of Appeal:**

Members noted details of the following appeal that had been submitted:

Notification of Appeal: Glen Loy Latchingdon Road Cold Norton.

Proposal: Subdivision of a single bungalow into two dwellings

Application Ref: 20/00546/FUL PP-08766123

Appellants Name: Mr Edward Law

Appeal Ref: APP/X1545/W/20/3265939

Appeal Start Date: 1st March 2021.

- 26. Local Development Plan Review – Call for Sites:** Members noted as per copy email from MDC dated 26th March 2021 supplied. Cllr Haydon declared an interest as he is part of Cold Norton Community Land Limited.

- 27. Local Government Association advice regarding possible building defects:** Members discussed email from MDC dated 1st April 2021; PC not aware of any in Cold Norton.

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

Members considered the March 2021 PCP report and noted that there is a delay at PWLB re the loan applied for and that EALC have escalated the issue to NALC, which is affecting the whole country.

Members discussed the issues of the existing pathway and acknowledged that it needs to be more usable, that each household driveaway will need to be reviewed and that the road is 'higher' at Latchingdon Road end, but that this had been allowed for in quotes.

Members were advised that results of the test bore holes scheduled for Saturday 10th April will have a bearing on the 'construction' of the road. Cllrs will be present whilst tests are undertaken. It was noted that these tests have been organised by Mr Kelly FOC to the Parish Council. Cllr Richardson advised that roadworks would take approximately 4 weeks.

Cllr Richardson advised that he had spoken to ECC Highways re adoption of CBL but was advised that proposed specification is not up to Highways standards, but that a price for works to an adoptable standard would be advised. However, based on indicative price given in the past by ECC, Members agreed that it would not be able to pursue the ECC adoption process as there are too many issues against it – the main one being cost. It was acknowledged that a maintenance programme would be needed.

Opinions of residents will be sought at the Annual Parish Meeting re taking out a PWLB for the car park and CBL works.

County Cllr Mrs Channer arrived at this point from another meeting and gave Members a short update re ECC and COVID-19.

VILLAGE HALL

29. Report from VHMC: Members were updated re the issue with waste collection at the Village Hall

HIGHWAYS AND ROAD SAFETY

30. TRUCAM: Members noted that TRUCAM started to operate again in February 2021 but were only able to carry out 2 x ½ sessions in Cold Norton (4 caps). Members were in agreement that Clerk sign agreement for April 2021 to March 2022, when fee for this period will be £35.06 per hour (was £34.20 per hour – an increase was allowed for in the budget calculations i.e. £850.00 – will actually be £841.44).

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

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

33. Road Closure: Stow Road, The Street, Woodham Road for 3 days from 18th April 2021. Noted.

POLICE MATTERS AND ANTISOCIAL BEHAVIOUR

34. Antisocial Behaviour: nothing to report.

35. Wi-Fi at Village Hall: Members noted that Cllr Jacklin is assisting the VHMC re security aspects.

OPEN SPACE

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

37. Playing Field

37.1. Annual Play Equipment Inspection 2020: Members noted that defective picnic benches had now been removed.

37.2. Plaques for Commemorative Trees: nothing to report.

38. **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: removal of gas cannisters along St Stephens Road to the Church; cut up and removed from situ 2 x picnic benches; scrubbed mossy area on enclosed play area from hall used by Pre School.
39. **Football on Playing Field:** nothing to report.
40. **Trees:** Cllr Dixon updated Members and a discussion followed re possible locations for the trees and hedges, including Three Rivers, bridleway at St Stephens Road, allotments (hedge), St Stephens Road right hand side going up to Church past bridleway entrance (hedges) – Three Rivers/landowners/ECC to be approached for agreement/permission. Clerk to clarify with Fields in Trust re planting of trees on land protected for play.
41. **BROADBAND:**
County Broadband
 Members noted that this has been followed up again by Chairman and Clerk, waiting for response.
ECC Superfast Broadband
 Members noted that Essex County Council is running a Broadband Survey to 19th April 2021 which is part of a Public Review that has been launched by Building Digital UK (BDUK) and want as many people as possible to have their say; Cllrs Haydon & Jacklin plus the Clerk will publicise to encourage residents to complete.

TRAINING/CONFERENCES/MEETINGS

42. **Community Led Housing: Eastern Community Homes:** Events 16th – 18th March 2021, aimed at potential groups, parish and town councils, neighbourhood planning groups, and any individuals with an interest in community-led housing – introduction to the concept of community-led housing and explore some of the options available. Members were advised that events were now available to view online:
<https://easterncommunityhomes.com/eastern-community-homes-launch-event/>
43. **Stow Maries Great War Aerodrome Joint Consultative Committee Meeting Thursday 22nd April 2021 10.30am to 12.30pm:** agenda for April meeting plus minutes from November 2020 meeting had been forwarded to Members. Cllr Haydon to attend.
44. **Bradwell B Community Forum: Tuesday 22nd June 2021 6pm – 8pm online:** Cllr Haydon advised that he would attend.
45. **EALC AGM & ECC & Police, Fire and Crime Commission Thursday 23rd September 2021:** tba re online or 'live'. Noted.

CORRESPONDENCE/CONSULTATIONS

46. **Bradwell B Community Newsletter March 2021:** noted. Grant opportunities to be investigated.
47. **Essex Playing Fields Association Spring 2021 Edition of 'The Playing Field':** noted.
48. **ECC Essex Minerals Local Plan Review Public Consultation: closes 29th April 2021:** noted but acknowledged that this is not relevant to Cold Norton.
49. **School Places in Essex/Consultation re Proposed Expansion of Ormiston Rivers Academy:** closes 30th April 2021 - details forwarded to Members, plus email from Asheldham and Dengie PC re school places. County Cllr Mrs Channer advised that the issue raised by Asheldham & Dengie PC had already been resolved. Copy of questions to be requested from Ormiston.

ACTION: CLERK

50. **POWER CUTS:** nothing to report
51. **BUS FUNDING:** Members discussed proposal put forward by Cllr Mrs Luck that as the government had announced new funding for bus services across the country to campaign for the reintroduction of a direct service from Cold Norton to Chelmsford. Members agreed that this should be pursued. Clerk will contact Transport Officer at ECC for information. **ACTION: CLERK**
52. **VILLAGER OF THE YEAR 2021:** Members were in agreement that this would not be awarded this year.
53. **CESSATION OF REMOTE MEETINGS FROM 7TH MAY 2021:** Members had been advised that The Government had announced it would not be extending the special regulation that allowed meetings to be held remotely on or after 7th May 2021 and that The Local Government Association was going to challenge this in the courts (information had been forwarded by email to Members). Members discussed the options if permission to hold remote meetings is not extended i.e. holding socially distanced meetings (in a larger room) or reverting to delegated powers to the Clerk but agreed to make a final decision at the May meeting.
54. **ANNUAL PARISH MEETING:** will be held by Zoom on Wednesday 21st April 2021 at 8pm
55. **MATTERS TO REPORT** (Members were 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 updated Members re an incident reported to the Environment Agency.
56. **MEETINGS 2021**
Wednesdays 5th May, 2nd June, 7th July, 1st September, 6th October, 3rd November and 1st December.

The May meeting will be conducted remotely by ZOOM.

There being no further business the meeting was closed at 10.30pm

Chairman.....

Date.....