

COLD NORTON PARISH COUNCIL

ORDINARY MEETING OF THE PARISH COUNCIL HELD ON WEDNESDAY 5TH MAY 2021 REMOTELY BY ZOOM – commencing immediately after the Annual General Meeting

The attendance list is the same as for the Annual General Meeting.

69. **APOLOGIES FOR ABSENCE:** apologies were received and accepted from County Cllr Mrs Channer and District Cllr Mrs Fleming.

70. **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 Dixon declared a non-pecuniary interest in the Cherry Blossom Lane element of the PCP Project as he is a resident in that road.

71. **PUBLIC QUESTION TIME:** there were no Members of the Public present.

72. **MINUTES OF THE ORDINARY MEETING of the Parish Council** held on Wednesday 7th April 2021 were approved as correct. They will be signed accordingly when it is possible.

73. **DISTRICT COUNCILLOR'S REPORT:** not available

74. **COUNTY COUNCILLOR'S REPORT:** not available

FINANCE

Approval of Payments

75. Mr Roy Wiseman to village caretaker work invoice. Invoice dated 25th April 2021 £120.15. Cheque No.022239.
76. Maria Dyer office expenses from 2nd to 28th April 2021 £89.86 (£86.28 net). Cheque No.022240
77. Maldon District Council to Grounds Maintenance April 2020 to March 2021. Invoice No.COL58682849 dated 28th April 2021 £1,038.62 (£865.52 net). Cheque No.022241.
78. 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). Cheque No.022241
79. 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. Cheque No.022242
80. 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. Cheque No.022242
81. 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. Cheque made out to Frazer's mother Mrs T Wiseman as he does not have a bank account. Cheque No.022243
82. 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. Cheque No.022244

83. 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). Cheque No.022245
84. 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). Cheque No.022246
85. Cllr Brian Haydon to reimbursement of ZOOM fees for 4 months £57.56 (£47.96 net). Cheque No.022247
86. 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.

87. **Financial Statement**
Current balances:

Barclays 10 Day Notice as at 10 th March 2021	£	589.38
Santander as at 2 nd 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.

88. **PWLB**
Members note that the balance outstanding as at 31st March 2021 on two loans (Village Hall and Solar Panels at Village Hall) was £17,812.80 and that both will be paid off in March 2030.
89. **EALC**
Members noted that there is credit in hand of £168.00 (inc VAT) with EALC from cancelled training sessions re COVID-19.
90. **Village Hall Management Committee:**
Members noted that a discretionary government grant of £8,000 had been received via MDC.

PLANNING

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

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:

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

21/00397/FUL Thornfields, Purleigh Grove: Two new detached dwellings and associated works. Week No.15 dated 16th April 2021:

The Parish Council recommended refusal for the following reasons:

1. *Outside the Development Boundary (S8 – Settlement Boundaries & the Countryside)*
2. *Over development/cramped area/creating a mini estate on both sides of Purleigh Grove. (D1 Design Quality & Built Environment)*
3. *Ruining the open rural nature (D2 Climate Change & Environmental Impact of New Development)*
4. *There is a question mark over the infrastructure on Purleigh Grove as there were only two properties originally and this has been increased with the development already undertake from the two original houses Imps Camp and Nathilda.*
5. *The Agent has indicated a 'good' bus service, in practice it is in fact very limiting therefore is not adequate to provide a 'home to work' service at the times required for a usual workday. So, the sentence that 'The development is therefore not dependent on the use of private motor vehicles' we would suggest is not accurate. Whilst there is a local school it is over subscribed. Also, whilst there is an excellent local shop it is not a 'supermarket' in terms of the size that is generally expected with the term 'supermarket'. Therefore, several elements of this application need to be reviewed in 'real' terms.*

92. **Maldon District Council Decisions:** covering decisions advised from w/e 9th April to w/e 30th April 2021; a detailed list had been supplied to Members, which is summarised below:

HOUSE/MAL/21/00055 Cold Norton

Demolition of existing single storey rear extension and erection of new single storey rear extension with flat roof and roof lantern.

1 Clarke Rise Cold Norton Essex CM3 6JL

(UPRN - 100090554641)

Mr L Stafford

APPROVED

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

Members considered the April 2021 PCP report and discussed the seven-part approach detailed in the report by the working group.

With regards to the request put forward at the APM for a barrier between the car park and Cherry Blossom Lane (CBL) and for the car park to be locked, it was noted that this would be an additional cost and a lockable car park would not be manageable, however it is still proposed to have a lockable bollard for the car park extension.

It was noted that all homes in Cherry Blossom Lane will be individually advised re the proposed works, that the Scaffolding Company will also be approached. A maintenance programme and associated costs to be discussed further.

Whilst it was noted that the Civil Engineer is still to comment, the bore hole tests had revealed that there may be potential to reduce the depth of excavation, which may reduce costs, however Members were all in agreement to still apply for a PWLB load of £100,000.

RESOLVED: At the Cold Norton Parish Council meeting of 5th May 2021, it was RESOLVED to seek the approval of the Secretary of State for Housing, Communities and Local Government to apply for a PWLB loan of £100,000 over the borrowing term of 30 years for an extension to the village hall car park and works to the surface of Cherry Blossom Lane (the road leading to the village hall). The annual loan repayments will come to around £4,486. It is not intended to increase the council tax precept for the purpose of the loan repayments.

Cllr Haydon thanked the PCP Working Group for all their work. Cllr Richardson advised that another resident would be joining the working group.

VILLAGE HALL

94. **Report from VHMC:** Members were advised that a new bin would be delivered the following week; the issue of waste that the Village Caretaker collects was discussed; there was also concern that the bin at the village hall would be used by residents – signage to be considered and discussion with Pre School. CCTV to be investigated to deter ‘unauthorised’ usage of the village hall bin and anti-social behaviour by the village hall.

ACTION: CLLR JACKLIN

Wi-fi at Village Hall: Members were advised that installation of a new password is in hand and that the County Broadband Wireless Service is now up for renewal for a further 5 years. Clerk to brief Cllr Jacklin re situation re fibre service.

ACTION: CLERK

HIGHWAYS AND ROAD SAFETY

95. **TRUCAM:** Members noted that 4 x ½ sessions in April had resulted in 16 CAPS.
96. **St Stephens Road School Parking Issue:** nothing to report re school parking initiative.
97. **Highways Sign at Pale Pitt Farm Site:** nothing to report.

98. **Road Closures:** Members noted the following:
Market Hill, Fullbridge, Maldon: closed for 9 days from 8th May 2021 for gas works.
Stow Road, The Street, Woodham Road: closed for 6 days from 14th May 2021 for surface dressing.
Limebrook Way, Maldon: closed for 7 days from 3rd June 2021 for joints sealing (overnight 19.00 hours to 05.00 hours)
Howe Green Road, Purleigh: closed for 4 days from 28th June 2021 for surface dressing.
Howe Green Road, Purleigh: closed for 4 days from 2nd July 2021 for surface dressing.
Limebrook Way, Maldon: closed for 8 days from 8th October 2021 for installation of new roundabout.

POLICE MATTERS AND ANTISOCIAL BEHAVIOUR

99. **Antisocial Behaviour:** Members were advised that Cllr Mrs Gunn had reported latest findings and that the Police had acknowledged and would be adding that area to their patrols.
100. **Wi-Fi at Village Hall:** see above Minute No.94.

OPEN SPACE

101. **Cowpiece Nature Reserve:** Cllr Mrs Gunn gave a report re condition re fallen tree by dipping pond and site generally; Clerk to contact Essex Wildlife Trust to arrange a site visit.
ACTION: CLERK
102. **Playing Field**
- 102.1. **Annual Play Equipment Inspection 2021:** Members were advised that this is scheduled to be carried out in May.
- 102.2. **Plaques for Commemorative Trees:** nothing to report.
- 103.3. **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.
- 103.4. **Football on Playing Field:** nothing to report.
- 103.5. **Trees:** Cllr Dixon updated Members re ECC Tree Initiative and possible locations, advising that the school do not require any trees and that Three Rivers are still to advise; other options discussed for trees or hedges: bridleways, residents gardens and Stow Maries Aerodrome – Cllr Dixon to investigate bridleways and offer to residents; Cllr Haydon to approach Stow Maries Aerodrome. Order needs to be placed in May for delivery in November for planting in December. Clerk to contact Fields in Trust re tree planting as part of new playground project. Noted that Cherry Blossom is the choice for the car park extension.
104. **BROADBAND:**
County Broadband
Members noted that this has been followed up again by Clerk, waiting for response. Clerk to brief Cllr Jacklin re fibre service situation (see minute No.94)

TRAINING/CONFERENCES/MEETINGS

105. **Stow Maries Great War Aerodrome Joint Consultative Committee Meeting Thursday 22nd April 2021:** Cllr Haydon attended and reported that the Great War Aerodrome had 'survived' closure and loss of income due to COVID-19 as it had received various grants and funding and that four events were now planned: 30th May - Wings and Wheels Air Show; 25th July - Essex History Day (Living History, Air Show and local museums exhibiting); 19th August - Imperial War Museum Partnership Air Show; 18th September - Large Model Flying Show. Peter Martin had resigned as a Trustee and was replaced by Mark Platt on the Board.

106. **Maldon Parish Clerks Forum 28th April 2021:** Clerk had 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 advised that 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; Clerk was requested to obtain more information.

ACTION: CLERK

107. **Dementia Friends Session & Training for Town & Parish Councils:** details of free sessions had been supplied to members. Cllrs Mrs Gunn and Mrs Luck advised they would like to attend the evening session on Thursday 3rd June 2021; after the meeting Cllr Dixon advised he would also like to attend. Clerk to make bookings.

ACTION: CLERK

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

CORRESPONDENCE/CONSULTATIONS

109. **Bradwell B Project:** details had been forwarded to Members of the new 'Front of House'. Noted no questions at this point.

110. **POWER CUTS:** nothing to report. It was noted that there had been more 'mini' power cuts in the last week or so.

111. **CESSATION OF REMOTE MEETINGS FROM 7TH MAY 2021:** Members had been advised that The High Court has ruled against LGA to continue meeting remotely. Members considered the options and agreed to return to socially distanced meeting for June in the main hall preferably if available. Clerk to prepare risk assessment.

ACTION: CLERK

112. **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).

Anonymous letter, access at Flambirds Chase and What 3 Words briefly discussed.

113. **MEETINGS 2021**

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

There being no further business the meeting was closed at 10.26pm

Chairman.....

Date.....