

COLD NORTON PARISH COUNCIL

MINUTES OF THE MONTHLY MEETING OF THE PARISH COUNCIL HELD ON WEDNESDAY 8TH SEPTEMBER 2021 AT 7.30PM IN THE LES BARCLAY ROOM AT THE VILLAGE HALL

THOSE PRESENT:

Councillors:

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

In attendance: Mrs. M Dyer (Parish Clerk)

- 182. APOLOGIES FOR ABSENCE:** apologies were received and accepted from Cllr Richardson, District Cllr Ms White and District & County Cllr Mrs Fleming.

183. 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.

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

- 185. MINUTES OF THE ORDINARY MEETING of the Parish Council** held on Wednesday 7th July 2021 were approved as correct. They will be signed accordingly when it is possible, together with other minutes from meetings held remotely.

- 186. DISTRICT COUNCILLOR'S REPORT:** District Cllrs Ms White and Mrs Fleming were unable to attend due to a committee meeting at MDC, but District Cllr Ms White had advised that the NW Planning Committee would continue to operate.

- 187. COUNTY COUNCILLOR'S REPORT:** not available

FINANCE

Approval of Payments

- 188.** Mr Roy Wiseman to village caretaker work. Invoice dated 31st August 2021 £180.00. Cheque No.022259
- 189.** Maria Dyer office expenses from 1st July to 5th September 2021 £118.31. Cheque No.022260
- 190.** Maldon District Council to TRUCAM for April, May and June 2021. Invoice No.COL58583207 dated 16th July 2021 £252.43 (£210.36 net). Cheque No.022261
- 191.** Maldon District Council to grounds maintenance April to June 2021. Invoice No.COL58683226 dated 16th July 2021 £480.00 (£400.00 net). Cheque No.022261
- 192.** Sue Lees Consultancy to Google Analytics and Website changes (update Php on server from 7 to 7.4) Invoice No.0005010 dated 21st July 2021 £60.00. Cheque No.022262
- 193.** Sue Lees to Website Accessibility - yearly cost of AccessiBe software (due 23rd July each year). Invoice No.0005014 dated 23rd July 2021 £390.00 (First compliance audit report supplied to Members, Minute No.234 applies). Cheque No.022262
- 194.** E-on to electricity for streetlights May 2021 Invoice No.H19E95D09C dated 2nd June 2021 £112.55 (£107.19 net) was taken by direct debit on 12th June 2021.

195. E-on to electricity for streetlights June 2021 Invoice No.H1A0630F61 dated 2nd July 2021 £108.92 (£103.73 net) was taken by direct debit on 12th July 2021.
196. E-on to electricity for streetlights July 2021 Invoice No.H1A229CD7F dated 1st August 2021 £112.55 (£107.19 net) was taken by direct debit on 11th August 2021.
197. BT to public pay phone at Village Hall. Line Rental quarter to 31st October 2021 Invoice No.Q028FI dated 13th August 2021 £55.92 (£46.60 net) was taken by direct debit on 27th August 2021.
198. PWLB to three loans £2,097.03 taken by direct debit on 20th September 2021.
199. Val Evans to internal audit. Invoice No.09100004 dated 6th September 2021. Cheque No.022263 Members noted new internal auditor.
200. KOMPAN to equipment for new playground. Invoice No.236317 dated 24th August 2021 £34,152.96 (£28,460.80 net). Cheque No.022264
201. Woodham Infrastructure Group to £200 contribution as agreed at July meeting Minute No.159 applies. Members agreed payment route outlined as PC unable to donate via crowd funding website. Cheque No.022266
202. For noting only: HMRC TAX/Ni quarter to 5th October 2021 no payment due.

203. Financial Statement

Current balances:

Barclays 10 Day Notice as at 10 th June 2021	£	589.39
Santander as at 2 nd August 2021	£	<u>109,052.67</u>
	£	109,642.06*

*Includes £19,694.74 planned reserve plus CIF Grant for playground project, plus new PWLB loan.

204. Village Hall Solar Panels

Members were advised that a reading could not be taken as the recorder is only working intermittently; second visit by engineer awaited.

205. Village Hall Management Committee

Clerk advised Members of financial information supplied by VHMC; projected income to end of year still to be supplied. Members were advised that some clubs/groups had not returned post lockdown.

206. E-on Street Lights

Members noted change to energy prices for streetlights as advised by E-on. Clerk to approach E-on re new LED lights and review of charges.

ACTION: CLERK

207. Audit

Annual return for year ending 31st March 2021: Members had been supplied with a copy of the return and relevant support papers.

207.1. Annual Governance Statement 2020/21: having reviewed as part of the annual risk assessment the measures in place to ensure an effective system of internal control, each section of the Annual Governance Statement was read out loud and all Members agreed to the 'Yes' box being ticked for sections 2 to 8 inclusive; the 'No' box for section 1 was ticked as due to various reasons which delayed the completion of the AGAR within the specified time period. In section 9 relating to Trust Funds the N/A box was ticked. Members authorised the Chairman and Clerk to sign accordingly.

207.2. Accounting Statements 2020/21: Members were all in agreement to approve the Accounting Statements 2020/2021; Members authorised the Chairman to sign accordingly. Clerk to now return the form etc. to the external Auditor PKF Littlejohn LLP.

ACTION: CLERK

208. Fees for Usage of Playing Field by Youth Football

Members discussed and agreed to a flat fee for the season for Woodham Radars Sunday Fixtures and Saturday training sessions; number of fixtures/training sessions/teams to be confirmed. Goals (no nets) remaining up all year around to be confirmed. Clerk to liaise with the team manager.

ACTION: CLERK

PLANNING

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

21/00808/HOUSE 31 Latchingdon Road: single storey rear extension. Week No.33 dated 20th August 2021:

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

21/00808/HOUSE PP-10159760 63 Latchingdon Road: single storey rear and side extension and a new single storey porch. Week No.35 dated 3rd September 2021:

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

210. Maldon District Council Decisions: covering decisions advised from w/e 9th July to w/e 3rd September 2021; a detailed list had been supplied to Members, which is summarised below:

HOUSE/MAL/21/00387 Cold Norton

Install access gates. Infill existing and integral carport to front and rear.
September Lodge, St Stephens Road, Cold Norton, Essex
(UPRN - 200000909850)

Chris Perry

APPROVED

HOUSE/MAL/21/00520 Cold Norton

Part single storey and part two storey rear extension. New windows to existing first floor side elevations.
Broom Cottage, 23 Ferris Avenue, Cold Norton, Essex
(UPRN - 100090554773)

Mr & Mrs Jay Amos

APPROVED

HOUSE/MAL/21/00559 Cold Norton

Two storey side extension (Renewal of HOUSE/MAL/18/00538)
Toad Hall, Station Road, Cold Norton, Essex
(UPRN - 100091257160)

Mr C Mead

APPROVED

FUL/MAL/21/00405 Cold Norton

Demolish existing farm buildings and erect 4 new, two bedroom dwelling houses with associated parking garages, cycle store and landscaping.

Land Adjacent to Norton Hall, St Stephens Road, Cold Norton, Essex

(UPRN - 010094634085)

Robert & John Lyon

REFUSED

FOR INFORMATION ONLY

AGR/MAL/21/00731 Cold Norton

Prior notification for an agricultural building
Wayback Farm, St Stephens Road, Cold Norton, Essex
(UPRN - 010014000364)

Miss A M Pharoah

APPROVED

FUL/MAL/21/00385 Cold Norton

Proposed erection of a new 3 x bedroom dwelling to the side land of 55 St. Stephens Road
New Dwelling Between 53 And 55 St Stephens Road, Cold Norton, Essex
(UPRN - 010094634513)

Mr Peter Read

REFUSED

FUL/MAL/21/00484 Cold Norton

Erection of a self-build detached dwelling complete with parking, landscaping and related infrastructure.

Land Between Koombora and Mansfield, Victoria Road, Cold Norton, Essex

(UPRN - 010013998579)

Mr W. Hagan

REFUSED

211. Appeal Decision

Members noted appeal and costs decisions: 20/00546/FUL Glen Loy, Latchingdon Road. (Appeal Ref: APP/X/1545/W/20/3265939) subdivision of a single bungalow into two dwellings. Appeal allowed for planning; application for costs refused. Full decision notices had been forwarded to Members.

212. Appeal Hearing

Members noted one day hearing re Land East of Bradwell Power Station, Downhall Beach, Bradwell on Sea. APP/X/1545/W/20/3259477. Full details supplied to Members.

213. Appeal Notification:

Members noted: 20/01096/FUL PP-09166078 Barn 2, St Stephens Road: siting of a mobile home as an agricultural worker's dwelling. Appeal ref: APP/X1545/W/21/3271277. Appeal start date 31st August 2021. Previous comments by CNPC had already been forwarded to the Planning Inspector; Members were all in agreement that no further comments be submitted.

214. Burnham Road, South Woodham Ferrers (development North of B1012 SWF)

Members noted latest report (dated 7th August 2021) from Woodham Infrastructure Group.

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

Members considered the August 2021 Progress Report and discussed the proposed name and signage for the new playground. It was agreed that Cllr Romang would 'research' the proposed name and that the Clerk would progress signage as discussed/applicable. Ideas for an opening event to be discussed at the October PC meeting. It was agreed that outdoor gym should not be progressed at this time; Clerk will therefore not progress the CIF application **ACTION: CLLR ROMANG/CLERK**

VILLAGE HALL

216. Report from VHMC: solar panels had been discussed Minute No.204 applies. Members were advised that there was no issue with the bins at present.

217. CLERKS REPORT: Members noted Clerk's Report.

HIGHWAYS AND ROAD SAFETY

218. TRUCAM

Members noted that the 4 x ½ hour sessions in July 2021 had resulted in 9 CAPS.

219. Highways Devolution Scheme

Members considered the invitation to join this scheme, details of which had been forwarded to Members by email and were all in agreement that at this point it is not of interest.

220. Community Land Hedgerow: Members were advised that this would be cut back shortly.

POLICE MATTERS AND ANTISOCIAL BEHAVIOUR

221. Members were advised of incidents of moped riders on the playing field.

OPEN SPACE

222. 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: Cowpiece – mow, trim and litter pick: by St Stephens Road bench – cut back hedge, mow and litter pick: Three Ashes Corner – clear fallen branches and litter pick (100 cans and bottles in two weeks) and clear 'road traffic accident' debris, bottom of Hackmans Lane; Village Hall – clear broken glass from car park and basketball court; Allotments – mow front and paths.

Clerk advised Members that the Village Caretaker had asked if a bin could be installed by the bench at Three Ashes Corner due to the recent high level of refuse at this point as advised in the above report. Members considered but agreed that a bin should not be installed at this time as it was felt that this was a 'seasonal' incident, but that it should be monitored. The Village Caretaker had also reported the hedges alongside Three Rivers had had a lot of rubbish pushed into them – it was agreed that the Clerk would speak to Three Rivers.

ACTION: CLERK

223. Trees

Members noted that Clerk was liaising with ECC re completion of MOU re supply of trees for planting. Cllr Dixon advised that delivery of trees/hedges is expected in November for planting in various locations around the village including at the allotments and playground and at residential properties.

TRAINING/CONFERENCES/MEETINGS

224. Stow Maries Aerodrome Meeting 23rd August 2021

Cllr Haydon attended and reported that the Aerodrome had weathered the effects of closure due to COVID-19 as it was eligible for various grants; that volunteers were back working adhering to safe practices put in place and that the recent events held on the site had all gone extremely well.

225. Community Specials Constables Briefing 16th September 2021:

Members notes that Cllr Dixon is planning to attend.

226. CPRE (Campaign to Protect Rural Essex) AGM 2021: Saturday 2nd October 2021 2pm by ZOOM

Clerk to check finish time.

ACTION: CLERK

227. Essex Highways Multi Topic Briefing Thursday 7th October 2021 10am to 1pm by Zoom

None of Cllrs present available to attend. Clerk to check with Cllr Richardson

ACTION: CLERK

228. Service Commemorating the 850th Anniversary of the Granting of the Royal Charter to Maldon Thursday 7th October 2021 at 4.00pm:

Cllr Haydon to attend.

229. Stow Maries Aerodrome Meeting Monday 11th October 2021

Cllr Haydon to attend

230. Bradwell B Community Forum: Tuesday 2nd November 2021 6pm to 8pm online

Cllr Haydon to attend.

CORRESPONDENCE/CONSULTATIONS

231. Nothing to report

232. DEMENTIA TRAINING/SUPPORT FOR CARERS

Members discussed Cllr Mrs Luck's proposal. Clerk to investigate assistance re a 'Befriending Service' with Maldon CVS, the CAVS and EALC

ACTION: CLERK

233. THE QUEEN'S JUBILEE

'Guide to Taking Part' had been forwarded by email to Members. Members were reminded that Mrs Garnham has started organising a photographic/display event. The Clerk outlined activities from previous jubilees and will forward details for Cllrs to assist in considering possible activities for the 2022 Jubilee. Lighting of the Beacon was discussed briefly.

ACTION: CLERK/ALL CLLRS

234. WEBSITE ACCESSIBILITY

Members noted receipt of first compliant Accessibility Compliance Audit Report. Cold Norton PC web site (cold-norton.org.uk) Verdict: Compliant.

- 235. 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).

It was reported that the bushes in the Village Hall car park needs cutting back and the disabled/pram path to the VH needs clearing.

ACTION: CLERK

236. MEETINGS 2021

Wednesdays 6th October, 3rd November and 1st December.

There being no further business the meeting was closed at 9.49pm

Chairman.....

Date.....