

COLD NORTON PARISH COUNCIL

MINUTES OF THE MONTHLY MEETING OF THE PARISH COUNCIL HELD ON WEDNESDAY 2ND MARCH 2022 AT 7.30PM IN THE LES BARCLAY ROOM AT THE VILLAGE HALL

THOSE PRESENT:

Councillors:

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

In attendance: Mrs. M Dyer (Parish Clerk)
District Cllr Ms S White
District & County Cllr Mrs J Fleming
Plus 4 Members of the Public

474. APOLOGIES FOR ABSENCE: apologies were received and accepted from Cllr Mrs Luck.

475. 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.

476. PUBLIC QUESTION TIME: Some Members of the Public present wanted to talk about the MDC Local Development Plan and the sites put forward for consideration for development, which impact on Cold Norton. There then followed extensive discussion involving the Members of the Public, the Parish Cllrs and the District and County Cllrs present. This session was brought to a close at 8.45pm and the Chairman, Cllr Haydon proposed that a suggested response is prepared for Members to approve, and this is then circulated to all residents to encourage them to take part in the consultation. This would be discussed at the appropriate agenda item (Minute No.502 below applies).

477. MINUTES OF THE ORDINARY MEETING of the Parish Council held on Wednesday 2nd February 2022 were approved as correct and signed accordingly.

478. DISTRICT COUNCILLOR'S REPORT: District Cllr Ms White updated Members on various matters, including funding opportunities, council tax and monies distributed to local businesses in relation to COVID 19; ideas from the public are requested in relation to Promenade Park, Heybridge and Burnham.

District Cllr Ms White then left the meeting

479. COUNTY COUNCILLOR'S REPORT: County Cllr Mrs Fleming gave an update on the ECC budget and Council Tax and advised that there is now a booking system at county recycling centres.

District & County Cllr Mrs Fleming then left the meeting

FINANCE

Approval of Payments

480. Broxap Limited to 2 x Derby Compact Bins plus 2 x ground fixing kits. Invoice No.BRX004433 dated 11th February 2022 £728.28 (£606.90 net). (NB covered by ECC Locality Fund) Cheque No.022301
481. Information Commissioner to data protection fee renewal reference Z7679664 £40.00. Cheque No.022302
482. Wilson & Sons Plumbing & Heating Services to 50% of costs for new boiler for Village Hall. Invoice No.INV0022 dated 14th February 2022. (NB costs will be covered by ECC Locality Fund). £947.50. Cheque No.022303
483. Marmax Recycled Products to 2 x seats. Invoice No.SO042403 dated 14th February 2022 £909.60 (£758.00 net) (NB costs will be covered by ECC Locality Fund). Cheque No.022304
484. Mr Roy Wiseman to village caretaker work for January and February 2022, including insurance and bin bags £273.14 (£271.96 net). Cheque No.022305
485. Maria Dyer office expenses from 31st January to 25th February 2022 £66.15 (£59.57 net). Cheque No.022306
486. Sue Lees Consultancy to Accessibility installation works per CNPC order No.01.21/22 Invoice No.0005015 dated 31st January 2022 £240.00. Cheque No.022307
487. Sue Lees Consultancy to maintenance fee April 2022: advance quarterly maintenance fee for web site. Invoice No.0005318 dated 1st March 2022 £30.00. Cheque No.022307
488. Sue Lees Consultancy to maintenance fee April 2022: advance fee for Wordpress Maintenance Plan (twice yearly in April & October). Invoice No.0005323 dated 1st March 2022 £40.00. Cheque No.022307
489. Graham Cornell to labour and materials to carry out repairs to fence by gas tank at village hall. Invoice No.2130 dated 23rd February 2022 £228.00. Cheque No.022308
490. Karen Hutchinson to cakes for playground opening event. Invoice dated 28th February 2022 £60.00. Cheque No.022309
491. Essex Playing Fields Association to annual membership renewal £30.00. Cheque No.022310
492. Essex Playing Fields Association Competition 2022 entry fee £10. Cheque No.022310
493. Wilson & Sons Plumbing & Heating Services to 50% of costs for new boiler for Village Hall. Invoice No.INV0023 dated 2nd March 2022. (NB costs will be covered by ECC Locality Fund). £947.50. Cheque No.022311
494. JCM Services Amenity & Groundcare Limited to works at Cowpiece: Ash Tree and Goat Willows per CNPC order No.05.21/22. Invoice No.INV-1056 dated 12th February 2022 £990.00 (£825.00 net). Cheque No.022313
495. BT to public pay phone at Village Hall. Line Rental quarter to 30th April 2022 Invoice No.Q030P7 dated 13th February 2022 £56.64 (£47.20 net) will be taken by direct debit on 27th February 2022.
496. PWLB to three loans £2,290.37 will be taken by direct debit on 21st March 2022.
497. For noting only: HMRC TAX/Ni quarter to 5th April 2022 no payment due.

Cancelled Cheque

498. Cheque No.022297 for £60 (£50 + VAT) made out to EALC has been cancelled as CNPC was in credit with EALC for training courses cancelled during COVID. Total of £108 remaining in credit for future courses. (NB EALC has offered to refund this amount, but because the VAT had already been claimed on the cancelled courses, it would be too complicated to pay back to HMRC).

499. Financial Statement

Current balances:

Barclays 10 Day Notice as at 10 th Dec 2021	£	589.41
Santander as at 2 nd February 2022	£	<u>63,482.05</u>
	£	64,071.46*

*includes £19,694.74 planned reserve plus CIF Grant for playground project, plus new PWLB loan of which only the playground equipment has been invoiced.

500. Village Hall Solar Panels

Nothing to report

501. Village Hall Management Committee (financial matters)

Members were advised that hire fees are to increase by 5% from 1st April 2022

502. ECC Locality Fund 2021/22

Members noted that application for new boiler at VH was accepted, but at a maximum of £1,853.00 cost of boiler is £1,895, therefore shortfall of £42.00.

503. Essex & Herts Air Ambulance

Members noted receipt of thank you letter for donation

504. MDC Community Engagement Team

Members noted the cost for TRUCAM service will be £35.94 per hour from 1st April (estimated new charge allowed for in Precept calculation was £36.66).

PLANNING

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

22/00217/HOUSE PP-11014625 11 St Stephens Road: single storey rear extension with 3 new roof dormers. Changes in fenestration. Week No.6 dated 11th February 2022:

The Members recommended approval for the following reasons:

Not out of keeping with street scene (D1 Design, quality and built environment)
H4 Effective use of land

22/00089/FUL PP-10576756 Sky High, Hagg Hill. Construction of new garage and equipment store. Week No.7 dated 18th February 2022:

The Members had no objections and had no comments to make.

506. Maldon District Council Decisions: covering decisions advised from w/e 4th February 2022 to w/e 25th February 2022; a detailed list had been supplied to Members, which is summarised below:

FOR INFORMATION ONLY (Cold Norton had not been required to comment on this application)

LDP/MAL/21/01314 Cold Norton

Claim for lawful development certificate for a proposed single storey side extension with flat roof
34 Green Trees Avenue Cold Norton Essex CM3 6JA
(UPRN - 100090554887)

Mrs Jenny Brown **REFUSED**

507. Application Withdrawn:

21/01310/HOUSE PP-10407156 Chestnuts 67 Latchingdon Road: Replacement roofscape over 1st floor and increase in ridge height with dormer windows over replanned rooms; two storey NE corner extension and reduced North roof terrace; include photovoltaic panels; new Eastern single-storey extension to dining room; new Western single-storey extension to replace existing conservatory; South front ground floor bays remodelled.

508. Appeal Notification

Site Address: New Dwelling Between 53 And 55 St Stephens Road Cold Norton Essex
Proposal: Proposed erection of a new 3 x bedroom dwelling to the side land of 55 St. Stephens Road
Application Ref: 21/00385/FUL PP-09719924
Appellants Name: Mr Peter Read
Appeal Ref: APP/X1545/W/21/3283737
Appeal Start Date: 10 February 2022
Representations must be received by: 17th March 2022
Members all agreed that no further comments be submitted.

509. MDC Local Development Plan

Members received a report from Cllrs who attended meeting at Stow Maries
Members discussed and were all in agreement with Cllr Haydon's proposal that a suggested response is prepared for Members to approve, and this is then circulated to all residents to encourage them to take part in the consultation.
ACTION: CLLR HAYDON

510. South Woodham Ferrers (development North of B1012 SWF)

Members noted report from 'United Dengie Councils' (UDC)

Members were all in agreement that Rettendon Parish Council be permitted to join this group as this development will impact on Rettendon and Members approved the request that the UDC acts on the Group's behalf in respect of matters relating to this development.

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

Members noted the February progress report and as agreed that:

511.1 An order be placed with Sovereign for ongoing operational inspections and maintenance from June 2022.

ACTION: CLERK

511.2 Following equipment inspection training that an inspection rota be agreed and that weekly checking reports be supplied to the Clerk for filing

ACTION: CCLRS

511.3 Post inspection installation report be obtained from CCC and passed to Clerk for filing

ACTION: CLLR RICHARDSON

511.4 Spare parts supplied by KOMPAN be obtained from CCC for storage in Cold Norton (place tba)

ACTION: CLLR RICHARDSON

511.5 Clerk to liaise with CCC re invoice for CCC installation works (95% now/remaining 5% in 3 months)

ACTION: CLERK

511.6 Cllr Richardson will liaise with CCC regarding return to site in 3 months for inspection, adjustments as required and to reseed grass areas

ACTION: CLLR RICHARDSON

Members noted that orders had already been placed for seats and litter bins per ECC Locality Fund

Members then discussed and agreed final arrangements for the opening event on 5th March at 3pm.

512. VILLAGE HALL

Members noted the thank you email from VPMC regarding all the support given by the Parish Council to the Village Hall Management Committee during the COVID period. In addition, the VPMC thanked the Parish Council for the new playground and works at Cowpiece.

Cllr Romang advised that the leak in the roof had been repaired.

513. CLERKS REPORT

Members noted Clerk's Report

HIGHWAYS AND ROAD SAFETY

514. TRUCAM

Members noted that 2 x ½ hour sessions in January 2022 had resulted in 7 CAP (only 2 x ½ hour sessions as on 18th January this service was suspended by the Chief Constable) and that the TRUCAM service restarted on 1st February 2022; the 4 x ½ sessions in February had resulted in 9 CAPS.

515. Safer Essex Roads Partnership (SERP) Workshops (October 2021)

Members noted that Clerk is to contact SERP

516. Vehicle Activated Sign at 30d/32 Latchingdon Road

Members noted that this is now operating

517. Zebra Crossing

Members noted that Cllr Mrs Fleming has submitted two applications to the Local Highways Panel (LHP) for surfacing treatment to be installed and a new survey for both approaches. Clerk to clarify time scale.

ACTION: CLERK

518. Road Closure

Members noted the closure of Stow Road on 16th March 2022.

519. St Stephens Road Parking

Nothing to report

POLICE MATTERS AND ANTISOCIAL BEHAVIOUR

- 520.** Members were advised about a trailer in St Stephens Road

OPEN SPACE

- 521. Village Caretaker work:** Mr Wiseman continued to carry out this work; in addition to the regular litter picks and safety checks undertook the following tasks: St Stephens Road: cleaned seat, cut up and removed fallen tree after storm; Howe Green Road/Three Ash Corner/Hackmans Lane: cleared gas canisters, bottles and tins; cleaned seat; cut up and removed two fallen trees and branches after storm; VH Car Park: swept car park; Green Trees/Ferris Avenue footpath: trimmed bushes, cut out brambles; Stow Road: cut and removed fallen tree after storm.

522. Trees and Survey

Members noted that tree works had been completed at Cowpiece and that the order can now be placed for survey of all areas of CNPC trees. It was noted that there had been no storm damage at Cowpiece.

523. Cowpiece

Members had been advised the fallen Goat Willows had damaged dipping platform and that a local contractor had advised that he felt it was not repairable. Quote for new railings at entrance had been supplied to Members. It was agreed that following a site visit both would be reviewed.

**ACTION: CLLR HAYDON/
CLERK**

524. Public Rights of Way

Clerk advised that some issues had been reported to the Clerk and were being looked into/reported to ECC Highways

ACTION: CLERK

TRAINING/CONFERENCES/MEETINGS

- 525. Stow Maries Aerodrome Meeting SMGWA JCC) Wednesday 6th April 2022 11am to 1.30pm**
Cllr Haydon to attend

ACTION: CLLR HAYDON

- 526. Food Support & Provision Workshop Monday 28th March 2022 12-2pm Maldon:** Clerk to ascertain if Cllr Mrs Luck would like/be able to attend.

ACTION: CLERK

- 527. Bradwell B Community Forum Tuesday 17th May 2022 6-8pm online**
Cllr Haydon to attend

ACTION: CLLR HAYDON

- 528. Ride London/Essex Friday 27th May to Sunday 29th May 2022**
Members noted receipt of programme details

CORRESPONDENCE/CONSULTATIONS

529. Bus Network Review Public Survey

Members noted online survey and closure date of 25th March 2022

530. Essex Mineral Local Plan Review & Call for Sites

Members noted review and closure date of 25th March 2022

531. Cold Norton Primary School

Members noted the current head teacher Ms Lois Ashforth retires at the end of the academic year.
Clerk to write to Ms Ashforth

ACTION: CLERK

532. THE QUEEN'S JUBILEE

It was noted that the events are not being run by the Parish Council and the beacon will not be lit. In his role leading the Jubilee Committee Cllr Jacklin updated the Members. Clerk was asked to ascertain cost of the May issue of village magazine 'The Beacon' being distributed to all homes in the village to communicate the Jubilee events.

ACTION: CLERK

Two Members of the Public left the meeting

533. HOUSING NEEDS SURVEY

Members noted correspondence from the Housing Enabler at RCCE in relation to the Housing Needs Survey and the call for sites/MDC LDP consultation.

The two remaining Members of the Public left the meeting.

534. VILLAGER OF THE YEAR

It was agreed to discuss at the April meeting

535. VILLAGE APPRAISAL

Members noted receipt of questionnaires from 2011 and hard copies of the 2011 Appraisal document. Following discussion in which it was agreed that information could be obtained as part of the appraisal to produce a village design statement, Cllr Richardson offered to review for Members to consider at the April meeting.

ACTION: CLLR RICHARDSON

536. 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.

537. MEETINGS 2022

Wednesdays 6th April, 4th May, 1st June, 6th July, 7th September, 5th October, 2nd November, 7th December.

538. ANNUAL PARISH MEETING

Wednesday 20th April 2022 in The Les Barclay Room at 8pm

Members noted that County & District Cllr Mrs Fleming had confirmed attendance.

District Cllr Ms White to advise. Members agreed that no further speakers be invited and that reports/updates would be given re the playground and car park extension/road works to Cherry Blossom Lane.

There being no further business the meeting was closed at 10.40pm

Chairman.....

Date.....