

COLD NORTON PARISH COUNCIL

MINUTES OF THE MONTHLY MEETING OF THE PARISH COUNCIL HELD ON WEDNESDAY 2ND NOVEMBER 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)
County & District Cllr Mrs Fleming

285. **APOLOGIES FOR ABSENCE** apologies were received and accepted from Cllr Mrs Luck and District Cllr Ms White.

286. **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.

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

288. **MINUTES OF THE ORDINARY MEETING of the Parish Council** held on Wednesday 5th October 2022 were approved as correct and signed accordingly

289. **DISTRICT COUNCILLOR'S REPORT:** District Cllr Mrs Fleming updated Members on a planning appeal decision relating to Purleigh Grove and that the MDC LDP Review would be discussed at the upcoming full council meeting. Cllr Mrs Fleming reminded Members that Purdah will be imposed pre the May elections.

290. **COUNTY COUNCILLOR'S REPORT:** County Cllr Mrs Fleming updated Members advising that the ECC Adult Social Care budget is under great pressure, that issues re potholes can still be submitted for consideration in the special ECC Pothole Budget; that if no further requests are received from other Parish Councils in this area Cold Norton Village Hall may submit a further request for funding from the Locality Fund. Cllr Mrs Fleming reminded Members about the special ECC Community Winter Warmth and Welcome Spaces Fund. Clerk advised that she would remind the VHMC and Disabled Club again about this fund.

ACTION: CLERK

FINANCE

Approval of Payments

291. Mr Roy Wiseman to village caretaker work. Invoice dated 29th October 2022 £120.00. Cheque No.022361

292. Maria Dyer office expenses from 4th October to 2nd November 2022. £180.18 (includes posting out questionnaires to residents on outskirts of village with return postage). Cheque No.022362
293. Ashe Green Civil Engineers Limited to works to Cherry Blossom Lane (NB less 5% retention) Invoice No.3810 dated 14th October 2022 £85,162.10 (£70,968.42 net). Cheque No.022363
294. Ashe Green Civil Engineers Limited to village hall car park resurfacing Invoice No.3811 dated 14th October 2022 £10,668.00 (£8,890.00 net). Cheque No.022363
295. Highline Roadmarkings Limited to line marking white/yellow village hall car park and Cherry Blossom Lane Invoice No.HRL/16411 dated 17th October 2022 £1,860.00 (£1,550.00 net). Cheque No.022364
296. Maldon District Council to Community Protection Services TRUCAM July to September 2022 8.25 hours Invoice No.COL58586052 dated 17th October 2022 £355.81 (£296.51 net). Cheque No.022365
297. Maldon District Council to grounds maintenance July to September 2022 Invoice No.COL58686147 dated 20th October 2022 £480.00 (£400.00 net). Cheque No.022365
298. Blackwater Sign & Print to print and production of 500 questionnaires printed one colour & stapled, 500 covering letter full colour and 500 C5 self-seal envelopes printed one colour Invoice No.INV-16691 dated 27th October 2022 £852.00 (£710.00 net). Cheque No.022366
299. Cold Norton Village Hall to hire of The Les Barclay Room for PC meetings September and October 2022 Invoice dated 28th October 2022 £35.20. Cheque No.022367
300. The Royal British Legion Poppy Appeal 2022 to supply of Type C Wreath with insert (CNPC logo) Invoice No.12 dated 14th October 2022 £25.00. Members discussed and were all in agreement to increase this donation by £35.00; total therefore £60.00. Cheque No.011368
301. Alex Romang to reimbursement re purchase of coded padlock for new gate at side of village hall £3.84. Invoice date 20th October 2022. Cheque No.022369
302. Adam Gold to folding and inserting village appraisal questionnaires into envelopes and delivering to all homes in village (except 23 on outskirts which were posted by Clerk) £75.00. Cheque No.022370.
303. All Staff Costs £813.03
304. Npower to streetlights for September 2022 Invoice No.INO4847029 dated 5th October 2022 £142.71 (£135.91 net) was taken by direct debit on 19th October 2022.

305. **Financial Statement**
Current balances:

Barclays 10 Day Notice as at 9 th Sept 2022	£	589.64
Santander as at 3 rd October 2022	£	<u>56,738.60</u>
	£	57,328.24

306. **Village Hall Solar Panels**

Members noted that next quarter payment will cover the period to December 2022.

307. **Charles Arnold Baker 13th Edition of Local Council Administration**

Members approved Clerk's request that the PC purchase this latest 'council bible' as Clerk currently has 9th edition. Reduced cost through SLCC is £137.00 plus £4 post and packing (list price is £164.99). Members were in agreement. Clerk to place order. **ACTION: CLERK**

308. **Grants**

Members discussed the two applications received and were all in agreement to give a £60 donation to Essex & Herts Air Ambulance. A grant of £240 to St Stephens PCC was also agreed to cover costs to remove dead branches from a tree in the Churchyard that overhang the road and are a danger to the public.

PLANNING

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

22/01049/HOUSE PP-11606366 Omeath, 11 Latchingdon Road: demolition of existing conservatory. The erection of a single storey rear extension. Week No.43 dated 28th October 2022:

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

22/00808/HOUSE PP-11392003 Ashmead Lodge, 41 Stow Road: first floor rear extension above swimming pool to incorporate a bedroom space, increase ridge height of the existing north eastern side projection and a single storey rear extension to kitchen. Week No.44 dated 4th November 2022

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

For Information Only: 22/01080/LDP PP-11631086 Cold Norton Primary School, St Stephens Road: claim for lawful development certificate for the removal of existing running track to be replaced with an all-weather low maintenance bonded surface. Week No.43 dated 28th October 2022.

For Information Only: 22/00318/AGR Wayback Farm, St Stephens Road: prior notification for timber agricultural building Class 2. Week No.41 dated 14th October 2022. Note from MDC states: *We have received a notice of intent to undertake agricultural development at the above site, details of which can be found on our website www.maldon.gov.uk. Certain agricultural development on agricultural land is granted planning permission by Part 6 of Schedule 2 of the Town and Country Planning (General Permitted Development) Order 2015 (as amended) subject to a prior notification procedure. This gives the local planning authority the opportunity to request, within 28 days, the submission for approval of certain additional details where a specific proposal is likely to have a significant impact on its surroundings.*

For Information Only: PDE/MAL/22/00319 Tamina, 1 Latchingdon Road: Single storey rear extension which would extend beyond the rear wall of the original house by 4.80m, maximum height of 3.56m and the maximum height to the eaves of 2.93m. Week No.41 dated 14th October 2022.

From Chelmsford City Council: 21/01961/OUT Land North West of Hamberts Farm, Burnham Road, South Woodham Ferrers:

Hybrid application, (part full and part outline) for: 1. Outline application with all matters reserved for residential development of: up to 1020 homes, Up to 88 bedroom units of residential care accommodation (Class C2 or Class C3 use, including retirement living/sheltered housing, and/or extra care/housing-with-care/independent living and/or care home/nursing home use), up to 1,100 sq. m (GEA) neighbourhood centre (Class E) including a multi-purpose community centre, up to 1,200 (GEA) of business floorspace (Class E), a 2fe primary school and two 56 place early years facilities, 5 serviced plots for travelling showpeople, landscaping, strategic and local open space and associated buildings and structures, all associated highway infrastructure, pedestrian, cycle and bridleway routes (including partial extinguishment of Bridleway 25), vehicular and cycle parking, drainage works, ground reprofiling, demolition of existing building and all associated ancillary works including services and utilities 2. Full application for the principal means of vehicular access to the site, the initial phase of on-site highway works, strategic surface water attenuation basins and demolition of former telephone exchange buildings.

Members had been advised that the close date for comments was 18th November 2022, but that the United Dengie Councils had called an emergency ZOOM meeting to discuss this on Thursday 3rd November 2022 7pm. Cllr Haydon to attend.

Members considered a request from United Dengie Councils to contribute towards costs of a consultant to review developer's new transport assessment in regards to proposed development CCC 21/01961/OUT. Members were all in agreement to contribute £250.

NB following the emergency meeting held on 3rd November, at the request of the United Dengie Councils and Woodham Infrastructure Group (WIG) an extension to 10th December 2022 was given by Chelmsford City Council (CCC) so this will be discussed at the December meeting.

- 310. Maldon District Council Decisions:** covering decisions advised from w/e 7th October 2022 to w/e 28th October 2022; a detailed list had been supplied to Members, which is summarised below:

FOR INFORMATION ONLY

NMA/MAL/22/01006 Cold Norton

Application for non-material amendment following grant of Planning Permission 21/01125/HOUSE

(Proposed demolition of existing single storey front addition and replacement with two storey extension with accessible access and lift, first floor extension over garages and two storey rear extension, changes to existing windows and external doors and internal alterations.) Amendment sought: Reduction of floor level in entry and addition of new rear window to entry.

Beacon Hill House Latchingdon Road Cold Norton Essex

(UPRN - 200000909829)

Mr and Mrs J King **REFUSED**

FOR INFORMATION ONLY

NMA/MAL/22/01027 Cold Norton

Application for non-material amendment following grant of planning permission 21/01125/FUL

(Proposed demolition of existing single storey front addition and replacement with two storey extension with accessible access and lift, first floor extension over garages and two storey rear extension, changes to existing windows and external doors and internal alterations.) Amendment sought: new rear second floor window.

Beacon Hill House Latchingdon Road Cold Norton Essex

(UPRN - 200000909829)

Mr and Mrs J King **REFUSED**

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

Members noted November Final Progress report.

Members requested that a letter of thanks be sent to Ashe Green for their work this project and to particularly mention Danny Smith not only for his hard work, but also for building and maintaining an excellent relationship with the residents in Cherry Blossom Lane throughout the whole project.

Members noted that in relation to timings of car park planning approval conditions, that conditions must be complied with within 5 years of planning permission date; that trees and shrubs along border with Cherry Blossom Lane and Cherry Blossom trees around perimeter are in hand; EV charging points and cycle rack still to be actioned.

Members noted that other items for consideration in area beyond the extended car park and the vacant space in the enclosed younger children's playground will be deferred to 2023,

Members discussed future maintenance of CBL and refurbished village hall car park and car park extension, replacement gate into playing field, works to gate to enclosed younger children's playground and replacement plaque for seat

It was noted that Cllr Jeremy Richardson had been named Cllr of the Year in the National Association of Local Councils (NALC) Awards for 2022 for this project.

Members formally congratulated Cllr Richardson for winning this award and for 'going above and beyond' in his work on this project.

Members discussed publicity re Cllr of the Year Award; Cllr Richardson advised he is happy for his award to be publicised.

ACTION: CLERK

312. VILLAGE HALL

It was noted that the new boiler has been fitted; that the hall has new cleaners; that the gutters need to be cleaned and that quotes are being obtained.

313. CLERKS REPORT

Members noted Clerk's Report

HIGHWAYS AND ROAD SAFETY

314. TRUCAM

Members noted that during the 3 hours/4 sessions of TRUCAM/Speed Checks conducted during September 12 speeding offences were recorded

Members noted that on 20th October MDC advised that due to logistical issues they have been unable to carry out TRUCAM patrols.

Members agreed that a letter should be sent to Three Rivers regarding their patrons' driving

ACTION: CLERK

315. 20's Plenty for Us – The New Norn

Members had been supplied with a copy of the motion relating to this initiative.
Cllr Mrs Gunn and Cllr Dixon to attend the 2 x Zoom webinars 15th & 17th November 2022

ACTION: CLERK

316. Essex Highways User Survey

Members noted that Essex Highways are conducting a user survey which had been forwarded to Members to each consider and then a PC response will be compiled

ACTION: ALL CLLRS

317. Footway from Pale Pit Roundabout

Members considered a complaint from resident re footway from Pale Pit roundabout to Cold Norton that had been sent to MDC. Clerk to liaise with the resident

ACTION: CLERK

318. Vehicle Activated Sign (VAS) at 28/30d Latchingdon Road

Clerk advised that whilst a further engineer visit had taken place this VAS was still not working. Cllr Mrs Fleming to contact the LHP for a replacement.

ACTION: CLLR MRS FLEMING

POLICE MATTERS AND ANTISOCIAL BEHAVIOUR

319. It was reported that a car in the VH car park had been 'keyed'.

OPEN SPACE

320. Village Caretaker work: Mr Wiseman continued to carry out this work; in addition to the regular litter picks and emptying bins on playing field, undertook the following tasks: Cut back hedge to left hand side of village hall. Cut back hedge to rear of village hall. Remove ivy from brickwork; Clear trees from left hand side of Village Hall; removed branches at Three Ashes Corner; cleared gas canisters along St Stephens Road

321. Trees and Survey

Clerk to chase.

ACTION: CLERK

322. Cowpiece

Members noted that Clerk is discussing issues with TCV and contractors and that Cllr Mrs Gunn had taken back some of the Goat Willow.

323. Public Rights of Way

No reports received

TRAINING/CONFERENCES/MEETINGS

324. Dengie Hundred Group of Parish Councils 20th July 2022

Members noted minutes.

325. Dengie Hundred Group of Parish Councils Wednesday 19th October 2022

Members noted report supplied by Cllr Mrs Luck.

326. MDC Parish and Town Council Engagement Workshop 11th October 2022:

Members noted that notes from meeting still to be supplied and noted receipt of details of activities in the district

327. Dengie Hundred Group of Parish Councils Quiz Night Wednesday 23rd November 2022 7.30pm Southminster Bowls Club

Members were advised that numbers had been confirmed

CORRESPONDENCE/CONSULTATIONS

328. Crouch Valley Rail Line

Members noted correspondence from Network Rail regarding issues on this line/completion of works.

329. VILLAGE APPRAISAL

Members noted that all questionnaires had been hand delivered except twenty-three posted to homes in outlying areas; collection will commence Saturday 12th November 2022.

330. CODE OF CONDUCT

Members noted that Clerk is liaising with MDC re Members Interests Updates

331. FINANCIAL REGULATIONS/RISK ASSESSMENTS/STANDING ORDERS

Members noted reviews deferred to December meeting

332. WEBSITE

Members noted that accessiBe software was renewed back in July and that the compliance audit on the Cold Norton Parish Council website was rerun by the webmaster and that the Parish Council continues to be WCAG 2.1 Level AA compliant. This latest compliance audit has been added to the bottom of the Accessibility page - <https://www.cold-norton.org.uk/accessibility/>

333. 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).

No matters were reported

334. LAST MEETING IN 2022

Wednesday 7th December.

Cllrs Richardson and Jacklin gave their apologies for this meeting

335. MEETINGS IN 2023

Wednesdays: 11th January (NB not first Wednesday in January), 1st February, 1st March, 5th April, 3rd May, 7th June, 5th July, 6th September, 4th October, 1st November and 6th December

There being no further business the meeting was closed at 9.57pm

Chairman.....

Date.....