

COLD NORTON PARISH COUNCIL

MINUTES OF THE MONTHLY MEETING OF THE PARISH COUNCIL HELD ON WEDNESDAY 12TH APRIL 2023 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 Mrs J Luck
Cllr P Jacklin
Cllr J Richardson
Cllr A Romang

In attendance: Mrs. M Dyer (Parish Clerk)
County & District Cllr Mrs Fleming
8 Members of the Public

1. **APOLOGIES FOR ABSENCE** apologies were received and accepted from District Cllr Ms S White

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.

3. **PUBLIC QUESTION TIME:** all the Members of the Public present spoke at some point during this section of the meeting, mainly about three of the planning applications on the agenda, namely: 22/00153/FUL Vermont, 27 Stow Road, 23/00273/COUPA PP-12005184 Building 5 adjacent Norton Hall Cottages, St Stephens Road and 23/00220/OUTM PP-11922624 Land West of Crown Road (Minute No.24 below applies for full details of these planning applications). But there were also comments from the Public regarding the condition of Latchingdon Road, the lack of footways along certain parts of Latchingdon Road and speeding generally in the village, especially in the vicinity of Three Rivers Golf & Country Club when large events are being held. The Chairman had allowed an extension to the time stated in the Parish Council's Standing Orders so that all Members of the Public were able to speak at this time.

One Member of the Public then left the meeting.

4. **MINUTES OF THE ORDINARY MEETING of the Parish Council** held on Wednesday 1st March 2023 were approved as correct and signed accordingly.
5. **DISTRICT COUNCILLOR'S REPORT:** District Cllr Mrs Fleming gave a brief update including that Maldon now had 5.1% years of housing land supply.
6. **COUNTY COUNCILLOR'S REPORT:** County Cllr Mrs Fleming gave a brief update reminding all present to report any road defects to ECC and advising that £9million is earmarked in the ECC budget for road maintenance in the new budget year and that there are further funds for road maintenance coming from Central Government.

FINANCE

Approval of Payments

7. Mr Roy Wiseman to village caretaker work. Invoice dated 7th April 2023 £148.50. Cheque No.022405
8. Maria Dyer office expenses from to 26th February to 11th April 2023 £51.63 (£50.47 net). Cheque No.022406
9. Sue Les Consultancy to Domain Renewal for 2 years @ £10 per year (minimum 2 years – renewal due on 26th April every other year). Invoice No.0005874 dated 26th March 2023 £20.00. Cheque No.022407
10. Sue Lees Consultancy to Hosting Space (hosting for website for one year – reduced rate). Invoice No.0005883 dated 1st April 2023 £70.00. Cheque No.022407
11. EALC & NALC Affiliation Fees for 2023/2024 Invoice No.16552 dated 3rd April 2023 £363.08 (EALC £292.23; NALC £70.85). Cheque No.022408
12. Essex Wildlife Trust (EWT) to membership renewal £40. Cheque No.022409
13. Maldon District Council to Community Protection Services (TRUCAM) for January to March 2023 inclusive. Invoice No.COL58587108 dated 17th March 2023 £388.15 (£323.46 net). Cheque No.022410
14. Maldon district Council to Grounds Maintenance for Quarter 4. Invoice No.COL58687194 dated 17th March 2023 £480.00 (£400.00 net). Cheque No.022410
15. Npower to streetlights for February 2023 Invoice INO6387398 dated 3rd March 2023 £107.98 (£102.84 net) taken by direct debit on 17th March 2023.
16. Npower to streetlights for March 2023 Invoice INO6691495 dated 5th April 2023 £118.94 (£113.28 net) will be taken by direct debit on 19th April 2023.
17. Essex Playing Fields Association to annual membership renewal £30.00. Cheque No.022411
18. Essex Playing Fields Association Competition 2023 entry fee £10. Cheque No.022411
19. All staff costs £949.75.

20. Financial Statement

Current balances:

Barclays 10 Day Notice as at 10 th March 2023	£	590.70
Santander as at 2 nd March 2023	£	<u>20,191.34*</u>
	£	20,782.04

(NB * £4,380 from VPMC reference fund raising monies for PCP Project cheque cleared, plus VAT refund received)

21. Village Hall Solar Panels

Nothing to report.

22. Essex & Herts Air Ambulance

Members noted letter of thanks received from E&HAA for the donation from Cold Norton Parish Council.

23. Public Works Loans

Members noted statement received from PWLB advising balance outstanding across the four loans at 31st March 2023 was £150,809.19.

PLANNING

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

22/00153/FUL Vermont, 27 Stow Road: replacement dwelling. Week No.9 dated 3rd March 2023:

The Parish Council had no objections, but made the following comments:

1. *Proposed building is out of character & bulkier. The distinct established building line is being altered affecting curtilage – can this be reviewed/condition imposed to bring into line.*

2. Re the established mixed hedgerow adjacent to the highway alongside existing boundary planting, whilst it says that a no-dig construction method will be used to ensure the planting is retained, applicant also says it is proposed to retain as many trees & hedgerow on the site as possible where practical, we believe a condition should be imposed to retain all existing planting especially between the neighbouring property No.29.

3. In support of the listed building at 29 the PC requests that conditions are imposed on the applicant regarding NON-USE OF HEAVY PLANT near 29 which is built on a slated bed and has no foundations; also, as this building has a thatched roof that there is very tight control of any materials on site that could cause a fire.

23/00273/COUPA PP-12005184 Building 5 adjacent Norton Hall Cottages, St Stephens Road:

Prior notification for a proposed change of use for agricultural building to hotel (Class C1) use and together with car parking and cycle storage on associated curtilage land. Week No.12 dated 24th March 2023:

The Members recommended refusal for the following reasons:

Whilst the Cllrs understand the premise of a COUPA application, they would like to point out that:

- 1. It is outside the Development Boundary (S8 – Settlement Boundaries & the Countryside) and a hotel (utilising the clause “flexible use falling within this class” is 11 x holiday apartments) whilst a ‘business concern’ will in essence be temporary living accommodation/homes. There is no supporting evidence within the applicants submission that there is a need for this type of business in this area.*
- 2. Local infrastructure is poor: single track country lane. No footways, unlit narrow road.*
- 3. Development out of character with rural surrounding area. The proposed development would be remote and disconnected from local services and facilities by reason of its location.*
- 4. The proposed development would substantially alter the character of the area and have an unacceptable visual impact on the countryside though the urbanisation and domestication of the site*

23/00220/OUTM PP-11922624 Land West of Crown Road: outline planning application with all matters reserved apart from access, for residential development (up to 14 dwellings), vehicle circulation and parking, hard and soft landscaping and associated development. Week No.12 dated 24th March 2023:

The Members recommended refusal for the following reasons:

- 1. Outside the development boundary (S8 – Settlement Boundaries & the Countryside)*
- 2. At this point we understand that Maldon District Council has a 5.1% Five Year Housing Land Supply – therefore this discounts the statement made by the applicant that MDC is under the required quota.*
- 3. Crown Road is a private, unmade road with a steep drop down to the main road that runs through the village, plus limited public transport (T2 Accessibility), and there is no footway.*
- 4. There is a lack of services in the village and the local school is already oversubscribed (I1 Infrastructure & Services).*
- 5. Water and sewage provision and concerns already exist re surface water.*

Members were all in agreement that this application be called in. **ACTION: CLERK**

23/00077/HOUSE PP-11876699 Chestnuts, 67 Latchingdon Road: raise existing ridge height.

Removal of existing pitched roof dormer windows and replace with flat roof dormer windows.

Enclosure of a section of the existing roof terrace to provide additional habitable space, including the insertion of photovoltaic panels. Replace the existing conservatory with single storey extension. Single storey front/side extension. Alterations to fenestration of front elevation. Week No.13 dated 31st March 2023:

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

Two Members of the Public then left the meeting.

23/00332/FUL Land adjacent to Honeypot Farm, Honeypot Lane: section 73A application for the construction of 6 office units. Week No.13 dated 31st March 2023:

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

23/00285/WTPO PP-12022335 26 Station Crescent: TPO7/00-T18, T33, T34 Willow Trees: crown reduction by 2.5m. Week No.13 dated 31st March 2023:

The Parish Council had no objections, but added the following comment:

The Parish Council raises no objections to these works providing they are in line with MDC's Tree Officer's recommendations.

23/00291/HOUSE PP-12025476 30 St Stephens Road: single storey rear extension. Week No.13 dated 31st March 2023:

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

23/00344/LDP PP-12034322 Great Canney Farm: claim for lawful development certificate for the Erection of an outbuilding, Week No.8 dated 24th February 2023:

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

Essex County Council CC/MAL/27/23 Cold Norton Primary School, St Stephens Road: installation of new heating system (air source heat pumps):

The Members were minded to object to this as they questioned its suitability and efficiency in such an old building, but Clerk is to clarify the location of the air pump and talk to the School Office and Business Manager.

County & District Cllr Mrs Fleming left the meeting.

25. **Maldon District Council Decisions:** covering decisions advised from w/e 3rd March 2023 to w/e 6th April 2023; a detailed list had been supplied to Members, which is summarised below:

FUL/MAL/22/00931 Cold Norton

Construction of detached three bedroom bungalow with associated vehicular access, hardstanding and landscaping.

9 Cherry Blossom Lane Cold Norton Essex CM3 6JQ

(UPRN - 010013998754)

Mr Penny - Penny Homes Ltd **APPROVED**

WTPO/MAL/22/01213 Cold Norton

TPO 2/83 T2 Oak - 2 metre reduction and a 5 metre crown lift with the removal of branches no larger than 5cm in diameter

36 St Stephens Road Cold Norton Essex CM3 6JE

(UPRN - 100090555827)

Mr Lewis Houghton **APPROVED**

PDE/MAL/23/00036 Cold Norton

Proposed single storey rear extension which would extend beyond the rear wall of the original house by 5.50m, maximum height of 3.05m and the maximum height to the eaves of 2.90m.

Omeath 11 Latchingdon Road Cold Norton Essex

(UPRN - 100090555216)

Mr B White **APPROVED**

26. **22/00311/OUT Land North of South Woodham Ferrers, Burnham Road**
Outline application with all matters reserved (except for access) for up to 200 residential dwelling; open space (including allotments, children's play facilities and sustainable drainage features) pedestrian, cycle and bridleway routes; vehicle accesses; internal roads and associated infrastructure.
Members noted that this would be considered at the Chelmsford City Council meeting on 18th April 2023.
27. **SWF Development Application No. 21/01961/OUT Land North West of Hamberts Farm**
Nothing to report.
28. **Maldon Local Development Plan**
Members noted meeting arranged for Cllrs with Lead Specialist – Local Plans and Implementation Strategy, Performance and Governance Directorate 24th May 2023 at 7.30pm
29. **Housing Needs Survey/Community Led Housing**
Q&A session re Community Led Housing in Essex Thursday 16th March 2023 7pm online. Cllr Jacklin reported back to Members. Following discussion, it was agreed that Cllr Jacklin would take the lead on researching Community Led Housing opportunities for Cold Norton.
30. **PLAYGROUND RENOVATIONS & CAR PARK EXTENSION PROJECT WORKING GROUP (PCP)**
- 30.1. **EV Charging Point**
Members discussed the latest updates/report from Cllr Richardson, including management and options regarding revenue from the charging point(s). Cllr Richardson will research further options, plus leasing and funding opportunities. Clerk to investigate experience of other Parish Councils with EV Charging points.
ACTION: CLLR RICHARDSON/ CLERK
- 30.2. **Overflow Car Park**
It was noted that the post to this area keeps being put up by unknown person(s). It was agreed that it cannot be removed as there will be times when this area will need to be closed.
31. **VILLAGE HALL**
Members were advised that the VHMC had been successful in their application to ECC via EALC for a grant of £500; that a 6% increase in hall/room hire fees would apply from April 2023 and that this would be reviewed in 6 months; that the VHMC would hold their AGM at 7.30pm on Wednesday 31st May 2023, prior to the CNPC APM.
32. **CLERKS REPORT**
Members noted Clerk's Report

HIGHWAYS AND ROAD SAFETY

33. **TRUCAM**
Members noted that during the 3 ¾ hours/6 sessions of TRUCAM/Speed Checks conducted during February eight speeding offences were recorded across the two sites.
34. **20's Plenty for Us – The New Norn**
It was agreed to consider the proposed motion at the May meeting.

POLICE MATTERS AND ANTISOCIAL BEHAVIOUR

35. It was noted that there was a Police car chase incident in the village over Easter.
36. Members noted nothing to report at this time re Police 'Beat Surgeries', but that the Clerk had invited the Police to attend the Annual Parish Meeting in May.

OPEN SPACE

37. **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 grass at allotments; Green

Trees Avenue to bridge to Ferris Avenue footpath: trimmed bushes, removed brambles, cutback fir trees and cleared muddy path & reinstated with stones.

38. Trees and Survey

Member noted quotes were in hand.

39. Cowpiece

Members noted that Clerk was still discussing issues with TCV and contractors.

One Member of the Public left the meeting.

TRAINING/CONFERENCES/MEETINGS

40. Helping Communities Deliver Net-Zero: Housing and Energy. Thursday 4th May 2023 9.30am to 4.30pm at Anglia Ruskin Campus

Members noted, but no one available to attend. Clerk to ascertain if notes will be available.

ACTION: CLERK

41. EALC AGM Thursday 21st September 2023 all day at Colchester Stadium

Members noted date (further details to follow)

42. CORRESPONDENCE/CONSULTATIONS

None received.

43. VILLAGE APPRAISAL

Cllr Haydon advised Members that 25% of the questionnaires had now been entered and that to date it was mainly those aged over 50 who had completed and returned questionnaires.

44. KINGS CORONATION

Members were advised that there was not enough interest in an event on 6th May at the village hall and that the cost of hiring a large screen was too high. Following discussion Members were all in agreement that no further action be taken.

The remaining Members of the Public left the meeting.

45. 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.

46. MEETINGS IN 2023

Wednesdays: 10th May (NB changed due to Elections on 4th May), 7th June, 5th July, 6th September, 4th October, 1st November and 6th December

47. ANNUAL PARISH MEETING

Wednesday 31st May 2023 8pm in main hall at Village Hall. Clerk advised that refreshments had been organised, that County Cllr Mrs Fleming would give a report for ECC and that the Police had been invited to give an update (TBC). Other reports/topics discussed included the Playground/Car Park Project and Community Led Housing.

48. EXCLUSION OF PRESS & PUBLIC

In accordance with S.1 of the Public Bodies (Admission to Meetings) Act 1960 to resolve that in view of the nature of the business to be discussed it is in the opinion of the Committee advisable that the Public and Press be excluded, and they were instructed to withdraw.

There were no Members of Public present at this time.

49. VILLAGER OF THE YEAR

Members discussed possible recipients of this award; there was a unanimous agreement for the person selected. Clerk will arrange for the plaque to be inscribed accordingly for presentation at the Annual Parish Meeting.

There being no further business the meeting was closed at 10.25pm

Chairman.....

Date.....