

COLD NORTON PARISH COUNCIL

MINUTES OF THE MONTHLY MEETING OF THE PARISH COUNCIL HELD ON WEDNESDAY 14TH JUNE 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 Mrs J Luck
Cllr P Jacklin
Cllr A Romang

In attendance: Mrs. M Dyer (Parish Clerk)
3 Members of the Public

- 103. APOLOGIES FOR ABSENCE** apologies were received and accepted from Cllrs Richardson and Dixon, also District Cllrs Ms S White and Ms L Wiffen and County Cllr Mrs Fleming

104. 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.

105. PUBLIC QUESTION TIME

The Members of the Public present all spoke about the planning applications relating to Land adjacent to Thornfields (23/000491/FUL) and Land adjacent Eastholm (FUL/MAL/23/00021). They also asked if a Planning Appeal decision be challenged.

One Members of the Public left the meeting.

- 106 MINUTES OF THE ORDINARY MEETING of the Parish Council** held on Wednesday 10th May 2023 were approved as correct and signed accordingly.

- 107. DISTRICT COUNCILLOR'S REPORT:** not available.

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

FINANCE

Approval of Payments

- 109.** Mr Roy Wiseman to village caretaker work. Invoice dated 3rd June 2023 £176.00. Cheque No.022418
- 110.** Maria Dyer office expenses from 4th May to 12th June 2023 £190.01 (£173.25 net). Cheque No.022419
- 111.** SLCC Essex Branch to AGM/Training Day 7th June 2023 £25. Cheque No.022420
- 112.** Sue Lees Consultancy to advance quarterly maintenance fee July 2023. Invoice No.0005975 dated 1st June 2023 £30.00. Cheque No.022421

- 113. Wilson & Sons Plumbing and Heating Services to works at parish allotments. Invoice No.001 dated 9th June 2023 £60.00. Cheque No.022422
- 114. Cold Norton Parochial Church Council (PCC) to providing refreshments at the Annual Parish Meeting 31st May 2023 Invoice dated 5th June 2023 £36.02 (£35.02 net). Cheque No.022423
- 115. Npower to streetlights for April 2023 Invoice INO7047911 dated 11th May 2023 £163.29 (£155.51 net) was taken by direct debit on 25th May 2023.
- 116. Npower to streetlights for May 2023 Invoice INO7218504 dated 3rd June 2023 £152.25 (£145.00 net) will be taken by direct debit on 17th June 2023.
- 117. Wave to water at allotments 30th November 2022 to 29th May 2023 to Invoice No.12076851 dated 30th May 2023 £34.49 – will be taken by Direct Debit on 19th June 2023
- 118. BT to public pay phone at Village Hall. Line Rental quarter to 31st July 2023 Invoice No.Q03585 dated 12th May 2023 £106.40 (£88.67 net) was taken by direct debit on 26th May 2023.
- 119. HMRC Tax/Ni to 5th July 2023 £27.40. Cheque No.022424
- 119A. All staff costs £949.55

120. Financial Statement

Current balances:

Barclays 10 Day Notice as at 10 th March 2023	£	590.70
Santander as at 2 nd June 2023	£	<u>50,944.06</u>
	£	51,534.76

121. Village Hall Solar Panels

Members noted payment of £433.05 received into PC bank account 28th April 2023.

122. Audit

Annual return for year ending 31st March 2023: Members had been supplied with a copy of the return and relevant support papers.

122.1. Annual Governance Statement 2022/23: 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 1, 2, 3, 5, 6, 7 and 8; the 'No' box was ticked for section 4 as the exercise of public rights during the year to 31st March 2023 was not complied with, and did not meet the statutory requirements (i.e. did not include the first 10 days of July 2022). This year's accounts will be completed within the required timescale. In section 9 relating to Trust Funds the N/A box was ticked. Members authorised the Chairman and Clerk to sign accordingly.

122.2. Accounting Statements 2022/23: Members were all in agreement to approve the Accounting Statements 2022/2023; Members authorised the Chairman to sign accordingly. Clerk to now return the form etc. to the external Auditor PKF Littlejohn LLP.

ACTION: CLERK

123. ECC Community Initiatives Fund (CIF) 2023 (Close date 18th August 2023)

Members discussed: Clerk to contact Preschool for suggestions regarding a piece of equipment to go into the enclosed younger children's play area.

ACTION: CLERK

PLANNING

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

23/00437/HOUSE Honeywood Farm, Honeypot Lane: retrospective application for the retention of garden fence and children's playhouse. Week No.19 dated 12th May 2023:

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

23/00449/LDE PP-11967834 18 The Fairways: Claim for lawful development certification for an existing single storey extension. Week No.20 dated 19th May 2023. NB this is a LDE application, so CNPC is only being asked if it has any knowledge that supports or contradicts the submitted evidence:

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

23/00491/FUL PP-12157057 Land adjacent Thornfields, Purleigh Grove: the erection of 2 No.4/5 bedroom detached dwelling, both with carports and private amenity, with the construction of a new access road. Week No.21 dated 26th May 2023:

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) with negative Impact on the mature trees on the site.
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 undertaken from the two original houses Imps Camp and Nathilda. No route to the main sewer so will have to link to other properties or have a tank. We understand that there have been 'water/flood' issues since Thornfields was built impacting on neighbouring properties.
5. The Agent has stated 0.1 mile from the bus stop and Post Office (there hasn't been a PO in Cold Norton for many years) and close links to Chelmsford with trains into London – there is not a direct bus service to Chelmsford (several changes required) 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. Therefore, elements of this application need to be reviewed in 'real' terms.

23/00512/COUPA PP-12177134 Building 5, adjacent Norton Hall Cottages, St Stephens Road: prior notification for a proposed change of use of agricultural building to hotel (class C1) use. Week No.21 dated 26th May 2023:

The Parish Council 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. Traffic access not considered. (T2 Accessibility)
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 – anti landscape protection (S3 Place Shaping)
5. To comply with regulations (reason for refusal of previous application), applicant has simply reduced amenity space, creating safety concerns.

FUL/MAL23/00021 Land Adjacent Eastholm, Latchingdon Road, Purleigh: Erection of 2no. dwellings with associated landscaping and ancillary works. This actually comes under Purleigh Parish Council, but CNPC may submit comments:

The Parish Council recommended refusal for the following reasons:

1. It is outside the Development Boundary (S8 – Settlement Boundaries & the Countryside)
2. Over development of site (D1 Design Quality & Built Environment & H4 Effective Use of Land)
3. Ribbon development (S1 Sustainable Development & S2 Strategic Growth)
4. Safety concerns as proposed entrance/exit opposite village shop already issues with speeding at this point (dangerous situation) (T2 Accessibility)

- 125. Maldon District Council Decisions:** covering decisions advised from w/e 12th May to 14th to w/e 9th June 2023:

COUPA/MAL/23/00273 Cold Norton

Prior notification for a proposed change of use of agricultural building to hotel (class C1) use
Building 5 Adjacent Norton Hall Cottages St Stephens Road Cold Norton Essex
(UPRN - 010094636276)

Ellena Class R Majid Harouni

PA REQUIRED AND REFUSED

FUL/MAL/23/00153 Cold Norton

Replacement dwelling
Vermont 27 Stow Road Cold Norton Chelmsford
(UPRN - 100090555895)

Mr & Mrs Buckley **APPROVED**

WTPO/MAL/23/00285 Cold Norton

TPO 7/00 - T18, T33, T34 - Willow Trees - Crown reduction by 2.5m
26 Station Crescent Cold Norton Chelmsford Essex
(UPRN - 100090555861)

Mr Jeremy Hartland **APPROVED**

HOUSE/MAL/23/00291 Cold Norton

Single storey rear extension
30 St Stephens Road Cold Norton Chelmsford Essex
(UPRN - 100090555820)

Mr Lee Stentiford **APPROVED**

LDP/MAL/23/00344 Cold Norton

Claim for lawful development certificate for the erection of an outbuilding.
Great Canney Farm Hackmans Lane Cold Norton Essex
(UPRN - 010013998440)

Mr T Bransbury **REFUSED**

FUL/MAL/23/00394 Cold Norton

Construction of garage and equipment store
Sky High Hagg Hill Cold Norton Chelmsford
(UPRN - 010014002603)

Mr Spencer Connett **APPROVED**

126. OUTM/MAL/23/00220 Land West of Crown Road, Cold Norton

Members noted that that ECC Highways has recommended refusal.

127. CPRE Planning Seminar Friday 19th May 2023

Cllrs Haydon & Dixon advised that this had been an excellent seminar; slides from the seminar had been forwarded to all Members.

Two Members of the Public left the meeting,

128. Maldon Local Development Plan Meeting 24th May 2023

Cllrs reported that they had found the meeting with Anne Altoft-Shorland and Cllrs from neighbouring parishes very useful and informative. Notes from meeting will be provided at next meeting.

ACTION: CLERK

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

129.1 EV Charging Point

Members noted this is on hold.

129.2. Overflow Car Park

It was noted that the bollard continues to be up righted.

129.3 Dog Signs

It was noted that whilst one of the signs had been moved to a more visible location, that dogs were being taken onto the field and that additional signage is required. **ACTION: CLERK**

129.4 Independent Play Inspections

Clerk updated Members re report received and the one expected – for consideration at next meeting.

130. VILLAGE HALL

Members were advised that guttering repair had been completed, but that VHMFC felt a full survey was needed of all guttering; that vegetation (ivy) needs removing ASAP Village Caretaker to be approached re this work or if not able to undertake this, then MDC be approached. Also, there is concern re roots of the Elder Tree at the rear of the building. A new fridge is due to be delivered this week.

Clerk updated Members re refuse bins at VHMFC – Members were all in agreement that an additional bin is required for PC work waste. **ACTION: CLERK**

131. CLERKS REPORT

Members noted Clerk's Report

HIGHWAYS AND ROAD SAFETY

132. TRUCAM

Members noted that during the 3 hours/5 sessions in April two offenders were recorded and in the 3 hours/6 sessions in May 6 offenders were recorded across the two sites.

POLICE MATTERS AND ANTISOCIAL BEHAVIOUR

133. There were no matters reported and it was assumed that there will not be a Police 'Beat Surgery' in Cold Norton as nothing further had been received by the Clerk

PEN SPACE

134. 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: grass cutting at the allotments, clearing around hall bins, and cutting hedge and mowing near bench in St Stephens Road

135. Trees and Survey

Nothing to report.

136. Cowpiece

Nothing to report.

TRAINING/CONFERENCES/MEETINGS

137 Helping Communities Deliver Net-Zero: Housing and Energy. May 2023 Anglia Ruskin Campus

Members noted that notes are not available.

138 Stow Maries Great War Aerodrome (SMGWA) Joint Consultative Committee

Members noted receipt of draft minutes from meetings held on 28th September 2022 and 16th May 2023.

Cllr Haydon gave a report from the 'live' meeting held in May advising Members that a Sopwith was brought to site at the end of the meeting and is on loan to SMGWA for at least years. The recent 'Wings & Wheels' event had again been very successful (sold out) and SMGWA have now employed a Marketing Officer to promote the venue. Certain PRow will be closed for fly ins (Clerk has posted these on PC Notice Board and website. Next events PROWASH on Sunday 23rd July and Large Model Air Show on Saturday 16th September. Full details: [Stow Maries Great War Aerodrome](#)

139. Code of Conduct Training Post Elections

As no Members had been able to attend Clerk had forwarded the slide presentation. Noted

- 140. MDC Parish & Town Council Engagement 12th June 2023**
Members noted Clerk was unable to attend, awaiting report.

CORRESPONDENCE/CONSULTATIONS

- 141. Rural Mobility Survey Results**
Members noted results of this survey (Clerk had completed on behalf of CNPC).
- 142. ECC Winter Salt Bag Scheme 2023/2024**
Members discussed and agreed that it would participate as salt pallets could be stored at Playing Field, but that Clerk to contact neighbouring parishes to see if they would like some of the 40 x 25kg bags.
ACTION: CLERK
- 143. Member Appointments at Maldon District Council**
Members noted appointments following the May elections.
- 144. VILLAGE APPRAISAL**
Cllr Mrs Gunn & Cllr Haydon continue to process surveys.
- 145. ANNUAL PARISH MEETING**
It was agreed that this had been a very good APM providing an opportunity for residents to come together to talk about issues and to socialise at the end.
- 146. PARISH COUNCIL WELFARE OFFICER**
Following discussion, it was agreed that Cllr Mrs Luck would take on this role. Clerk to provide contact points and to ascertain if there is any related training. **ACTION: CLERK**
- 147. 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).

Emergency Planning box was handed back to Clerk, who will look into the 'Emergency Planning' support that was available through MDC/CCC. **ACTION: CLERK**

Clerk outlined the request from Latchingdon School for a 'gift' of 2 hours hall hire as part of a raffle prize. Clerk advised that it had referred them to Latchingdon VH.

Members were advised that 'deep' damage had been made by a vehicle in St Stephens Road
- 148. MEETINGS IN 2023**
Wednesdays: 13th July, 6th September, 4th October, 1st November and 6th December

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

Chairman.....

Date.....