

COLD NORTON PARISH COUNCIL

MINUTES OF THE MONTHLY MEETING OF THE PARISH COUNCIL HELD ON WEDNESDAY 4TH OCTOBER 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 P Jacklin
Cllr Mrs J Luck
Cllr A Romang

In attendance: Mrs. M Dyer (Parish Clerk)
One Member of the Public

239. APOLOGIES FOR ABSENCE apologies were received and accepted from Cllrs Dixon and Richardson.

240. 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.

241. PUBLIC QUESTION TIME

The Member of the Public did not wish to speak at the meeting.

242. MINUTES OF THE ORDINARY MEETING of the Parish Council held on Wednesday 6th September 2023 were approved as correct and signed accordingly.

243. DISTRICT COUNCILLOR'S REPORT: not available.

244. COUNTY COUNCILLOR'S REPORT: not available.

FINANCE

Approval of Payments

- 245.** Wilson & Sons Plumbing & Heating Services to works to village hall gas pipe as agreed at September PC meeting, Minute No.212 applies. Invoice No.INV0035 dated 24th September 2023 £875.62. Cheque No.022442.
- 246.** Cold Norton Village Hall Management Committee to works to overhaul, repair and service of 2 x high level fan assisted convection radiators in the main hall as agreed at the September PC meeting, Minute No.212 applies. Invoice dated 27th September 2023 £2,394.80. Cheque No.022443.
- 247.** Mr Roy Wiseman to village caretaker work. Invoice dated 29th September 2023 £99.00. Cheque No.022444.
- 248.** Maria Dyer office expenses from 5th September to 2nd October 2023 £21.68. Cheque No.022445
- 249.** Sue Lees Consultancy to Maintenance fee (advance quarterly) re website. Invoice No.0006109 dated 1st September 2023 £30.00. Cheque No.022446

250. Sue Lees Consultancy to yearly maintenance fee for website (set up of 2024 diary and tidy up of website). Invoice No.0006114 dated 1st September 2023 £60.00. Cheque No.022446.
251. Sue Lees Consultancy to WordPress Maintenance Plan (twice yearly Apr/Oct). Invoice No.0006115 dated 1st September 2023 £40.00. Cheque No.022446
252. PKF Littlejohn LLP to external audit (Limited assurance review of Annual Governance & Accountability Return for year ended 31st March 2023). Invoice No.SB20231617 dated 11th September 2023. £504.00 (£420.00 net). Cheque No.022447.
253. Maldon District Council to Ground Maintenance 2023-2024 £2307.00 PA. July to September 2023 Invoice No.COL58688739 dated 27th September 2023 £692.10 (£576.75 net). Cheque No.022448.
254. Cllr Marion Gunn to travel expenses to/from Burnham Town Council for MDC Forum meeting with Clerk 14th September 2023 £8.28. Cheque No.022449.
255. All staff costs October 2023 £949.55

256. Financial Statement
Current balances:

Barclays 10 Day Notice as at 8 th Sept 2023	£	593.52
Santander as at 2 nd September 2023	£	<u>45,150.94</u>
	£	45,744.46

257. Solar Panels at Village Hall

Members noted that the next meter reading will be due on 18th October 2023.

258. External Audit

Members noted receipt of copy of conclusion of the external audit and that the notice of conclusion of audit was posted on web site and main parish council notice board on 25th September 2023.

259. Public Sector Deposit Fund (PSDF)

Members discussed the use of a PSDF as a means of obtaining interest on PC funds. It was agreed that this should be researched.

ACTION: CLERK

260. PLANNING

Members noted that no planning applications had been received from MDC for Cold Norton and that the Clerk was looking into the new gate onto St Stephens Road that has been created leading from the farm at the Farnbridge Road end of the road.

261. Maldon District Council Decisions

Members noted that there were no decisions received from MDC relating to Cold Norton for the period from w/e 8th September to w/e 29th September 2023.

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

262.1. EV Charging Point

Members discussed a lease proposal for an EV Charging Point at the VH, but as details of another option had been supplied to the Clerk it was agreed to review this.

**ACTION: CLERK/
CCLR RICHARDSON**

262.2. Independent Playground Inspections

Members noted that the recommendations are being reviewed/costed.

262.3. Sovereign Inspection

Members noted that this inspection took place 20th September 2023 and that whilst the written report is awaited from Sovereign, Members discussed the report from Cllr Richardson who was present at inspection; Clerk to contact the supplier in relation the comment made by the inspector regarding the zip wire.

ACTION: CLERK

263. VILLAGE HALL

Thanks were conveyed from the Village Hall Management Committee to the Parish Council for its support.

Members discussed the issue raised regarding the recent high temperature levels in relation to pre-school moving into/remaining in The Les Barclay Room rather than using the St Stephens Room which has less windows. It was agreed this would be dependent on the availability of room and that this was a matter for the VHMC.

264. CLERKS REPORT

Clerk outlined issue with the path in the allotment site that leads to the rear of properties in Clark Rise. Whilst it is not clear whose responsibility this is i.e., Parish Council or MOAT, Members were all in agreement that until this responsibility is established Clerk is to organise for the path to be kept clear for the residents of Clark Rise.

ACTION: CLERK

HIGHWAYS AND ROAD SAFETY

265. TRUCAM

Members noted that during the 3 hours/5 sessions in August eight offenders were recorded across the two sites.

POLICE MATTERS AND ANTISOCIAL BEHAVIOUR

266. Members were all in agreement that that the Rural Engagement Team be invited to attend a future Parish Council meeting.

ACTION: CLERK

OPEN SPACE

267. Village Caretaker work: Mr Wiseman continued to carry out this work; in addition to the regular litter picks and emptying bins on playing field, Mr Wiseman had removed fallen branches at Three Ashes Corner and cut back vegetation from footway on Hackmans Lane.

268. Trees and Survey

Members noted details of the only quote received to date and that further quotes were still awaited.

269. Cowpiece

Members noted the report circulated by Cllr Mrs Gunn and were in agreement that the TCV be appointed to undertake one or two days clearance works at the site and that the recommendation re the entry 'bridge' railing be discussed with the contractor.

ACTION: CLERK

TRAINING/CONFERENCES/MEETINGS

270. Stow Maries Great War Aerodrome (SMGWA) Joint Consultative Committee 7th Sept 2023

Cllr Haydon gave a report on this meeting, advising that the SMGWA would not be objecting to the proposed solar panel farm on Land South West Of The Warren, Hackmans Lane, Purleigh and that SMGWA would like to attend the next Annual Parish Meeting. Members were all in agreement that this the SMGWA would be very welcome to attend and speak to residents. It was also agreed that details of the Aerodrome be included in the next PC Beacon report.

ACTION: CLERK

271. MDC Parish & Town Council Engagement Forum 14th September 2023

Cllr Mrs Gunn reported to Members topics covered at the Forum including transport advising that in Maldon 40% of properties do not have off street parking which will be a challenge re Electric Vehicle (EV) charging, that there are bus issues on the coastal areas of the district and that developers are now been challenged when their planning applications overrate bus and train availability in the district. Rural housing was also covered with a presentation from the RCCE.

272. Maldon & Heybridge Transport and Bus Users Group (MHTBUG) 20th September 2023

No one was available to attend this – will await a report from Cllr Mrs Fleming.

273. RCCE Village Hall Conference Saturday 23rd September 2023

No one was available to attend.

274. **Essex Wildlife Trust AGM Saturday 7th October 2023 11.30am online**
No one available to attend.
275. **CPRE AGM Saturday 7th October 2023 2pm Thaxted**
Members noted that Cllr Haydon will attend.
276. **Dengie Climate Action Partnership (DCAP) Thursday 19th October 2023 7pm in Burnham**
Members noted that Cllr Dixon plans to attend.
277. **Essex Playing Fields AGM Thursday 19th October 2023 8pm Springfield Cricket Club**
No one available to attend.
278. **ECC Passenger Transport Autumn Maldon Meeting Friday 10th November 2023 10am to 12noon. Online and at County Hall, Chelmsford (limited places)**
Cllr Mrs Gunn plans to attend online.

CORRESPONDENCE/CONSULTATIONS

279. **ECC Food Support & Winter Warmth Fund**
Members noted that this has been launched and will be administered by EALC. The Members requested that details be included in the PC Beacon report for relevant groups to apply for funding. Plus, to remind the more fortunate that a food bank box is available in St Stephens Church for donations to be placed in.
ACTION: CLERK
280. **Slow Ways National Walking Network**
Members noted details.
281. **Essex Waste Partnership: Consultation of Draft Strategy – Closes Wednesday 22nd Nov 2023**
Members noted and agreed that individual responses are submitted. Details to be included in The Beacon.
ACTION: CLERK
282. **Government Guidance on Biodiversity**
Members noted information supplied relating to the duty on public authorities (including town and parish councils) to have regard to conserving biodiversity as part of policy or decision making. To be considered at a future meeting,
ACTION: CLERK
283. **VILLAGE APPRAISAL**
Members were advised that the analysis is being worked on and is expected to be completed for presentation at the next meeting.
284. **PARISH COUNCIL WELFARE OFFICER**
Members noted Clerk was investigating various agencies for Cllr Mrs Luck to engage with. Cllr Mrs Luck advised two training sessions that would be useful for residents, namely Cardiopulmonary Resuscitation (CPR) for parents to use on children and how to use a defibrillator. To be researched.
**ACTION: CLERK/
CLLR MRS LUCK**
285. **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).

The Remembrance Service on Sunday 12th November 2023 at St Stephens Church will start at 10.50am. Clerk is collecting poppy wreath next week.

Cllr Romang will organise 'Tommy' to be on display at the Church from 1st November. There will also be a Remembrance Day Service at 12noon at Stow Maries Aerodrome.

There is a plentiful supply of Cold Norton Footpath maps at The Norton Public House.

286. MEETINGS IN 2023

Wednesdays: 1st November and 6th December.

There being no further business the meeting was closed at 9.41pm

Chairman.....

Date.....