

# COLD NORTON PARISH COUNCIL

## MINUTES OF THE MONTHLY MEETING OF THE PARISH COUNCIL HELD ON WEDNESDAY 6<sup>TH</sup> DECEMBER 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 A Romang

**In attendance:** Mrs. M Dyer (Parish Clerk)

- 331. APOLOGIES FOR ABSENCE** apologies were received and accepted from Cllrs Jacklin and Richardson, plus County Cllr Mrs Fleming and District Cllrs Ms White and Ms Wiffen.

**332. 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.

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

- 334. MINUTES OF THE ORDINARY MEETING of the Parish Council** held on Wednesday 1<sup>st</sup> November 2023 were approved as correct and signed accordingly.

- 335. DISTRICT COUNCILLOR'S REPORT:** the Clerk gave a verbal report relayed from Cllr Ms White regarding the retention of planning committee meetings at Burnham and that this may be a positive sign for the retention of the NW etc planning committees.

- 336. COUNTY COUNCILLOR'S REPORT:** not available, but Members were advised that the December report would be emailed shortly.

### FINANCE

#### Approval of Payments

- 337.** Mr Roy Wiseman to village caretaker work plus black bin bags. Invoice dated 25<sup>th</sup> November 2023 £80.50 (£79.92 net). Cheque No.022458
- 338.** Maria Dyer office expenses from 29<sup>th</sup> October to 4<sup>th</sup> December 2023 £95.28 (£83.61 net). Cheque No.022459
- 339.** Sue Lees to Cookie Control: Cold Norton PC website was on the CookieBot Free Plan, but this plan is now limited to 50 pages and CNPC website exceeds this; CookieYes will cover up to 600 pages. CookieYes annual subscription Invoice No.0006222 dated 7<sup>th</sup> November 2023 £70.00. Cheque No.022460
- 340.** Sue Lees to maintenance fee January 2024 advance quarterly maintenance fee for CNPC website. Invoice No.0006242 dated 1<sup>st</sup> December 2023 £30.00. Cheque No.022460

- 341.** Essex & Herts Air Ambulance to grant agreed at November meeting £100.00 minute No.304 applies. Cheque No.022461
- 342.** SLCC (Society of Local Council Clerks) to membership fee for Clerk for 2024 Invoice No.MEM246416-1 dated 3<sup>rd</sup> December 2023 £183.00. Cheque No.022463
- 343.** Npower to streetlights for October 2023 Invoice INO8873444 dated 4<sup>th</sup> November 2023 £233.72 (£222.59 net) was taken by direct debit on 18<sup>th</sup> November 2023.
- 344.** BT to public pay phone at Village Hall. Line Rental quarter to 31<sup>st</sup> January 2024 Invoice No.Q037C4 dated 13<sup>th</sup> November 2023 £108.37 (£90.31 net) was taken by direct debit on 27<sup>th</sup> November 2023.
- 345.** Wave to water at allotments 30<sup>th</sup> May to 29<sup>th</sup> November 2023 to Invoice No.12852580 dated 30<sup>th</sup> November 2023 £57.30 – will be taken by Direct Debit on 20<sup>th</sup> December 2023.
- 346.** HMRC To TAX/NI due to 5<sup>th</sup> January 2024 £286.92 Cheque No.022465
- 347.** All staff costs December 2023 £1,417.55 (reflects nationally agreed back dated increase – see minute No.350 below).

**348. Financial Statement**

**Current balances:**

|                                                              |          |                         |
|--------------------------------------------------------------|----------|-------------------------|
| <b>Barclays 10 Day Notice as at 8<sup>th</sup> Sept 2023</b> | <b>£</b> | <b>593.52</b>           |
| <b>Santander as at 2<sup>nd</sup> November 2023</b>          | <b>£</b> | <b><u>31,415.77</u></b> |
|                                                              | <b>£</b> | <b>32,009.29</b>        |

**349. Solar Panels at Village Hall**

Members noted that the next FIT payment was due following the meter reading on 18<sup>th</sup> October 2023 and that this is being investigated.

- 350. 2023/24 National Salary Award:** Members noted that Local Government Association had advised NALC that it had come to an agreement re pay scales from 1<sup>st</sup> April 2023 (copies had been supplied to Members)

- 351. Precept 2024-25:** Members considered budget outline. Clerk to update/amend as discussed. Members noted that Tax base not yet received from MDC. **ACTION: CLERK**

**PLANNING**

- 352. Planning Application received by the Parish Council:** the following were considered, and the responses were:

**23/01991/FUL PP-12326643 Land at Flambirds Farm, Hackmans Lane:** Erection of a three-bay oak fronted wooden carriage house and cart lodge with attached log store. Week No.46 dated 17<sup>th</sup> November 2023:

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

**23/01109/FUL Land North East of Honeywood Farm, Honeypt Lane:** the retention of two self-contained holiday units. Week No.46 dated 17<sup>th</sup> November 2023:

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

**23/01079/FUL PP-12418642 Land between Koombora and Mansfield, Victoria Road:** erection of detached dwelling complete with parking, landscaping and related infrastructure. Week No.47 dated 24<sup>th</sup> November 2023:

The Parish Council had no objections, but noted that this is down a private road and that there may be access issues in the future.

**FOR INFORMATION ONLY: 23/00993/AGR Wayback Farm, St Stephens Road:** Prior notification for the erection of a Class 2 agricultural building. Permission was refused as this did not fall within permitted development and will require planning permission.

- 353. Maldon District Council Decisions** covering decisions advised from w/e w/e 3<sup>rd</sup> November to w/e 1st December 2023:

**FUL/MAL/23/00021 Purleigh**

Erection of 2no. dwellings with associated landscaping and ancillary works  
Land Adjacent Eastholm Latchingdon Road Purleigh Essex  
(UPRN - 010013995295)  
Jacob **REFUSED**

**VAR/MAL/23/00775 Cold Norton**

Variation of condition 2 (approved drawings) on approved planning permission 12/01008/HOUSE  
(Alterations, remodelling and extensions consisting of mainly first floor additions to existing bungalow)  
Great Canney Farm Hackmans Lane Cold Norton Essex  
(UPRN - 010013998440)  
Mr Tony Bransbury **APPROVED**

**WTPO/MAL/23/00967 Cold Norton**

(TPO 2/91) T1 Oak (Quercus Robur) - Vertical height reduction by up to 2.5 metres, reduce the remaining lateral branch up to 2 metres, remove deadwood, rubbing/crossing branches and hazardous limbs.  
21 St Stephens Road Cold Norton Chelmsford Essex  
(UPRN - 100090555810)  
Mr Chris Yates **APPROVED**

- 354. FUL/MAL/23/00491 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.  
Members noted that this was being considered at the NW Area Planning Committee meeting on 6<sup>th</sup> December 2023.

**355. Planning Appeal Decision:**

Site Address: Chestnuts 67 Latchingdon Road Cold Norton Essex  
Proposal: 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 side extension. Single storey front/side extension. Alterations to fenestration of front elevation.  
Application Ref: 23/00077/HOUSE PP-11876699  
Appellants Name: Mr Alan Cowperthwaite & Ms Nataliya Prymich  
Appeal Ref: APP/X1545/D/23/3329385  
Appeal dismissed.

**356. Housing Needs Survey**

Members discussed the way forward in view of MDC LDP and were all in agreement that this was not the time to progress. Clerk to advised RCCE Housing Needs Officer accordingly.

**ACTION: CLERK**

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

**357.1. EV Charging Point**

Clerk advised that information regarding another option was still awaited from another Parish Council. Clerk to chase.

**ACTION: CLERK**

**357.2. Independent Playground Inspection and Sovereign Inspection**

Members noted that recommendations were being reviewed/costed.

**358. VILLAGE HALL**

Cllr Romang advised that the VHMC had expressed thanks to Cllrs Mrs Gunn and Mrs Luck for offering to help with VH matters.  
Members noted current situation regarding fibre broadband from County Broadband at Village Hall as advised by Cllr Jacklin in his email report.

Members noted that regarding the telephone line at village hall this will need to be converted to a digital line by 31<sup>st</sup> December 2025. Clerk advised that BT had been in contact regarding this. Clerk will liaise with Cllr Jacklin regarding this as Cllr Jacklin had started researching options or a link may be possible via the County Broadband Wi-Fi service currently supplied to VH or via new County Broadband fibre service still being investigated.

**ACTION: CLERK/CLLR JACKLIN**

Clerk to contact VHMC regarding changes to Fire Regulations. **ACTION: CLERK**

### **359. CLERKS REPORT**

Nothing additional to report not already covered during meeting.

## **HIGHWAYS AND ROAD SAFETY**

### **360. TRUCAM**

Members noted that during the 3 hours/4 sessions in October, eight offenders were recorded across one site.

### **361. Vision Speed Indicators**

Members discussed the information supplied by Cllr Jacklin. Clerk to research permissions required, cost for installation and maintenance, experience of other Parish Councils.

**ACTION: CLERK**

### **362. Parking at School**

Members noted this is being referred to Safer Essex Roads Partnership (SERP).

Cllr Romang left the meeting.

### **363. Potholes**

It was agreed to forward to County Cllr Mrs Fleming details of the pothole near No.18 Latchingdon Road for referral to the Essex Member Led Pothole Scheme 2023/2024, as this has been reported on numerous occasions and has never been repaired.

**ACTION: CLERK**

### **364. ECC Highways Users Survey (Closes 5<sup>th</sup> January 2024)**

Members noted that a pdf copy was awaited. On receipt this will be forwarded to Members to complete and return to Clerk to complete a CNPC response.

**ACTION: CLERK/ALL CLLRS**

## **POLICE MATTERS AND ANTISOCIAL BEHAVIOUR**

**365.** Members noted that response was still awaited re Rural Engagement Team attendance at a Parish Council meeting.

## **OPEN SPACE**

**366. 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 cleared broken glass at bridge and branches near Palepit and at Three Ash Corner.

### **367. Trees and Survey**

Members noted that the tree works would be undertaken 13<sup>th</sup>/14<sup>th</sup> December 2023.

### **368. Cowpiece**

Members noted that a date was awaited for site visit by The Conservation Volunteers (TCV). Clerk to review works to entrance suggested by local contractor.

**ACTION: CLERK**

## **TRAINING/CONFERENCES/MEETINGS**

### **369. EALC AGM 21<sup>st</sup> September 2023**

Members noted receipt of AGM resources pack.

370. **Community Energy: Monday 11<sup>th</sup> December 2023 5-7pm:** at West Maldon Community Centre. Members noted receipt of details. No-one available to attend.
371. **Ride London 2024 Friday 24<sup>th</sup> to Sunday 26<sup>th</sup> May 2024**  
Members noted.
372. **Dengie Hundred Group of Parish Councils: Thursday 7<sup>th</sup> December 2023** (advised at meeting)  
Members noted but due to short notice no one was available to attend.

#### **CORRESPONDENCE/CONSULTATIONS**

373. **EALC Legal Bulletin October 2023:** Members noted receipt
374. **Maldon District Council is among top 10% for waste and recycling:** Members noted receipt of article.
375. **MDC Conservation and Design Award Winners 2023:** Members noted details.
376. **MDC FREE Christmas Parking at Town Centre Car Parks:** on Thursdays 7<sup>th</sup>, 14<sup>th</sup> and 21<sup>st</sup> December from 2pm and all-day Christmas Eve. Members noted.
377. **Local Government Boundary Commission:**  
Members noted that it is proposed that Maldon District gains another County Cllr/redraw of current divisions. To be brought back to January meeting. **ACTION: CLERK**
378. **Government Guidance on Biodiversity**  
Members noted Clerk would review with Chairman.
379. **VILLAGE APPRAISAL**  
Members were advised that all analysis had been completed and graphs produced. Next stage would be design of the report booklet and production. Clerk to obtain print and production quotes, based on format of previous appraisals. **ACTION: CLERK**
380. **PARISH COUNCIL WELFARE OFFICER**  
Nothing to report re CPR and Defibrillator training sessions.
381. **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 reported.
382. **MEETINGS IN 2024**  
Wednesdays: 10<sup>th</sup> January, 7<sup>th</sup> February, 6<sup>th</sup> March, 3<sup>rd</sup> April (NB Easter Sunday is 31<sup>st</sup> March), 1<sup>st</sup> May, 5<sup>th</sup> June, 3<sup>rd</sup> July, 4<sup>th</sup> September, 2<sup>nd</sup> October, 6<sup>th</sup> November and 4<sup>th</sup> December

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

Chairman.....

Date.....