

COLD NORTON PARISH COUNCIL

MINUTES OF THE MONTHLY MEETING OF THE PARISH COUNCIL HELD ON WEDNESDAY 6TH MARCH 2024 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 Mrs J Luck
Cllr J Richardson
Cllr A Romang

In attendance: Mrs. M Dyer (Parish Clerk)
County Cllr Mrs J Fleming

471. APOLOGIES FOR ABSENCE apologies were received and accepted from District Cllrs Ms White and Ms Wiffen.

472. 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.

473. PUBLIC QUESTION TIME: there were no Members of the Public present.

474. MINUTES OF THE ORDINARY MEETING of the Parish Council held on Wednesday 7th February 2024 were approved as correct and signed accordingly.

475. DISTRICT COUNCILLOR'S REPORT: not available

476. COUNTY COUNCILLOR'S REPORT: Cllr Mrs Jane Fleming updated Members advising that ECC tax would be increased by 4.99%; that two new funding opportunities had been launched and that details would be forwarded.

County Cllr Mrs Fleming left the meeting.

477. NEIGHBOURHOOD WATCH REPORT: Mrs Jackie Ralph, the co-ordinator for Cold Norton's Neighbourhood Watch (NhW) was unable to attend the Parish Council meeting but sent a report advising that thankfully there had been no incidents in the village and that NhW signage was now in place at various points around the village.

FINANCE

Approval of Payments

478. Mr Roy Wiseman to village caretaker work plus insurance renewal. Invoice dated 16th February 2024 £177.84. Cheque No.022477.

479. Maria Dyer office expenses from 3rd February to 4th March 2024 £25.73. Cheque No.022478
480. JCM Services to tree works at Three Ashes Corner per tree survey. Invoice No.INV-1820 dated 17th February 2024 £660.00 (£550.00 net). Cheque No.022479
481. Maldon District Council to uncontested fee and print preparation costs for Parish Council Elections 4th May 2023 Invoice No.COL03389991 dated 28th February 2024 £128.25. Cheque No.022480
482. Cold Norton Village Hall Management Committee to use of The Les Barclay Room for January & February 2024 Parish Council meetings and for Police Fraud/Scam talk 20th February 2024. Invoice dated 4th March 2024 £57.60. Cheque No.022481
483. Sue Lees Consultancy to maintenance fee April 2024 quarterly advance fee for CNPC website. Invoice No.0006395 dated 1st March 2024 £30.00. Cheque No.022482
484. Sue Lees Consultancy to advance maintenance fee April 2024 for Wordpress Maintenance Plan (twice yearly in Apr and Oct) Invoice No.0006398 dated 1st March 2024 £40.00. Cheque No.022482
485. HMRC to Tax/NI quarter to 5th April 2024 £155.10. Cheque No.022483.
486. All staff costs March 2024 £1,001.55
487. BT to public pay phone at Village Hall. Line Rental quarter to 30th April 2024 Invoice No.Q038KQ dated 13th February 2024 £109.09 (£90.91 net) was taken by direct debit on 27th February 2024.
488. Npower to streetlights for January 2024 Invoice INO9612922 dated 3rd February 2024 £301.11 (£286.77 net) was taken by direct debit on 17th February 2024.
489. Npower to streetlights for February 2024 Invoice INO9852707 dated 5th March 2024 £257.06 (£244.82 net) was taken by direct debit on 19th March 2024
490. PWLB to 4 loans was taken by Direct Debit 20th March 2024 £5,280.34.

491. Financial Statement

Current balances:

Barclays 10 Day Notice as at 8th Dec 2023	£	595.59
Santander as at 2nd February 2024	£	<u>23,045.65</u>
	£	23,641.24

492. Solar Panels at Village Hall

Nothing to report.

493. Grass Cutting Contract

Members considered adding grass cutting/vegetation removal at allotments to schedule based on 10 cuts April to September, plus one cut October, November, February and March @ £26.50 per cut. Total contract costs would then be £2,844.00 ex VAT (£2,500 allowed for in precept calculations). Cllr Haydon proposed that grass cutting/vegetation removal at allotments be added to the MDC grass cutting schedule at an additional cost of £371.00 for the year; Cllr Richardson seconded the proposal, all Members were in agreement.

RESOLVED: that grass cutting/vegetation removal at allotments be added to the MDC grass cutting schedule at an additional cost of £371.00 for the year

494. TRUCAM Costs

Members had been advised that the fee for TRUCAM would be increased to £42.47 per hour from April 2024 (increase of 4.79%); the cost for 3 hours per month for the year would then be £1,528.92 ex VAT (£1,500 allowed for in precept calculations). Members were all in agreement to continue with 3 hours a month at the new rate.

495. The Conservation Trust (TCV) Costs

Members noted that from April 2024 the day charge will be £350.00 ex VAT.

496. Financial Regulations

In July 2023 Members discussed the internal audit report and noted the recommendation to replace the current financial regulations with the new NALC model expected during 2023. Members noted that a new model had not yet been produced and that the Clerk was trying to establish the expected date.

PLANNING

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

24/00053/HOUSE PP-12742775 21 St Stephens Road: change of use of existing garage to a study, including new window to side elevation. Single storey infill extension to create new garage. Week No.7 dated 16th February:

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

24/00111/LDP PP-12793734 Cold Norton Primary School, St Stephens Road: claim for lawful development certificate for proposed removal of existing modular building to be replaced with a new single storey modular building for permanent use. Week No.7 dated 16th February:

The Parish Council recommended the granting of planning permission because the current building is outdated and needs to be replaced.

24/00099/FUL Great Canney Court, Hackmans Lane: Addition of new building containing four affordable flats to existing building containing flats and associated works. Week No.8 dated 23rd February 2024:

The Parish Council recommended the granting of planning permission for the following reason:

This proposed development will provide additional low-cost smaller homes in the village. More affordable homes are needed to meet the needs of first-time buyers. (HI Affordable Housing)

24/00176/FUL PP-12831583 9 Cherry Blossom Lane: erection of 2no bungalows with semi-detached garages. Week No.9 dated 1st March 2024:

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

FUL/MAL/23/01109 Land North East of Honeywood Farm, Honeypot Lane: S73 application for the retention of two self-contained holiday units. This application is being considered at the NW Area Planning Committee meeting on Wednesday 6th March 2024 at 7.30pm. Members noted.

- 498. Maldon District Council Decisions:** covering decisions advised from w/e 9th February to w/e 1st March 2024; a detailed list had been supplied to Members, which is summarised below:

LDE/MAL/23/01130 Cold Norton

Claim for lawful development certificate for an existing rear extension.
Doreen Latchingdon Road Cold Norton Chelmsford
(UPRN - 100091256838)
Lee wheeler

APPROVED

PACUAR/MAL/23/01201 Cold Norton

Prior notification for the change of use of agricultural buildings to 5 dwellinghouses (Use Class C3) and for associated operational development
Land Adjacent to Norton Hall St Stephens Road Cold Norton Essex
(UPRN - 010094634085)
Robert and John Lyon

PRIOR APPROVAL REQUIRED AND GRANTED

HOUSE/MAL/23/01240 Cold Norton

Two storey side and single storey rear extension following demolition of an existing conservatory
Toad Hall Station Road Cold Norton Chelmsford
(UPRN - 100091257160)
Mrs Rebekah Prince

REFUSED

- 499. MDC LDP Review**

Members noted MDC Planning had confirmed that that Cold Norton is still classed as a medium village in the draft Settlement Hierarchy and Stow Maries is a hamlet.

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

500. EV Charging Point

Cllr Richardson to complete the ECC survey to find sites for funded EV points.

501. Independent Playground Inspection and Sovereign Inspection

Members noted that the latest report is awaited from Sovereign; then recommendations will be reviewed/costed in conjunction with other inspection report.

502. VILLAGE HALL

Members noted that the VHMC had a meeting on 29th February 2024 at which three Cllrs were in attendance; Cllr Romang reported to Members issues with damage to the floor and walls and advised one quote had been obtained re fence panel – Cllr Dixon to obtain further quotes. It was reported that there is ivy (poison?) at rear of hall – Clerk to contact MDC parks dept re assistance with removal.

ACTION: CLLR DIXON/CLERK

Regarding the mobile wall/room divider in The Les Barclay Room, which the VHMC is requesting be removed, Clerk reported to Members conversation with company that had supplied this when the major hall renovations were undertaken. Further investigation needed.

ACTION: CLERK

Regarding the list of issues identified at the VH it was agreed that this list be reviewed, and priorities identified for quotes to be obtained; quote to also be obtained for an overall survey of the building. Meeting to be arranged with VHMC.

ACTION: CLERK

Cllr Jacklin advised that County Broadband are unable to provide fibre broadband at the Village Hall. Re change of telephone line at village hall to digital, Clerk to confirm current contract period, then Cllr Jacklin will review joint phone/Wi-Fi service for the VH.

ACTION: CLERK

Re fish & chip van at village hall, Cllr Dixon reported to Members that he had met with the business owner and agreed an acceptable location; the owner wants to visit the village once a month for a few months to gauge uptake and if viable the van would visit the village every Tuesday evening.

Clerk outlined issue re parking at VH/Cherry Blossom Lane on occasion of a children's party at the VH. Clerk to respond as agreed.

ACTION: CLERK

503. CLERKS REPORT

Nothing additional to report not already covered during meeting.

HIGHWAYS AND ROAD SAFETY

504. TRUCAM

Members noted five offenders in January and five also in February.

505. Vision Speed Indicators

It was agreed that this would be deferred to the next financial year.

506. Parking at School

Nothing to report.

507. Various Highways Matters Referred to Cllr Mrs Fleming

Members noted that the large pothole by 20 Latchingdon Road has been filled in, but clearing of drains in St Stephens Road and top of Station Crescent still to be actioned.

508. Hackmans Lane

Clerk outlined speeding issues reported by a resident in Hackmans Lane and that the 40mph speed roundel is obscured by vegetation, but advised that County Cllr Mrs Fleming had been in communication with the resident.

POLICE MATTERS AND ANTISOCIAL BEHAVIOUR

509. Cllr Haydon advised that the Fraud/Scam presentation by Police that took place on Tuesday 20th February 2024 was well attended and was very informative; a report is included in the March edition of The Beacon.

OPEN SPACE

510. 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 also made area safe caused by fallen road traffic sign beside bus stop/allotment site and cut back fallen trees in St Stephens Road.

511. Trees and Survey

Members noted Clerk to still to view/discuss condition of fence with homeowner following the conifer falling.

Members noted that works have been completed at Three Ashes Corner.

512. Cowpiece

Members noted the two dates agreed for TCV to attend: Wednesdays 10th and 17th April 2024. Pre works site meeting with TCV to be arranged.

Clerk to discuss entrance 'bridge' with village caretaker

ACTION: CLERK

513. Willow Trees at Playing Field

Members noted that the Clerk has been liaising with AVIVA regarding the subsidence issue and has advised the resident's insurance company that the trees will be removed.

Members considered the quotes to remove the 2 x Willow trees. Cllr Richardson proposed that JCM Services be appointed to remove the trees at a cost of £910.00 ex VAT; Cllr Haydon seconded the proposal; all Members were in agreement.

RESOLVED: that JCM Services be appointed to remove the trees at a cost of £910.00 ex VAT

TRAINING/CONFERENCES/MEETINGS

514. Dengie Hundred Group of Parish Councils (DHGPC) Wednesday 6th March 2024

Members noted that CNPC apologies had been sent to DHGPC as above clashed with the Parish Council's meeting.

515. RCCE Membership Event Thursday 14th March 2024 7pm to 8.30pm

Nobody is available to attend.

516. NALC Event 'Reconnecting Communities through Community Transport' 27th March 2024 12noon to 1.15pm (online)

Members noted Cllr Jacklin to attend; Clerk to book place

ACTION: CLERK

517. Stow Maries Great War Aerodrome Joint Consultative Committee 2024 Meetings

Members noted dates, namely 14th May, 17th July and 11th September and that Cllr Haydon plans to attend.

CORRESPONDENCE/CONSULTATIONS

518. Government Guidance on Biodiversity

Still to be reviewed.

519. Travel Essex Bus Services Survey (close date Sunday 17th March 2024)

Noted. Members to complete as individuals.

520. EV Charge Point Locations Questionnaire

Cllr Richardson to complete – see Minute No.500.

521. St Peters Hospital Consultation (close date 21st March 2024)

Members noted link to consultation: <https://virtualviews.midandsouthessex.ics.nhs.uk/changes...>

522. VILLAGE APPRAISAL

Cllr Haydon updated Members and advised that as weather conditions had improved, he had been able to take some new photographs of the village for inclusion. The Members thanked Cllr Haydon for all his hard work on this and complemented him on the content and format. Clerk to now liaise with the studio re finished artwork incorporating photographs.

ACTION: CLERK

523. PARISH COUNCIL WELFARE OFFICER

Cllr Mrs Luck presented costs for a first aid course, but as these were felt to be too high, alternatives will be investigated.

524. SOCIAL EVENTS

Members discussed proposals presented by Cllr Jacklin for 'Party in the Park' on Saturday 29th June 2024. Cllr Haydon thanked Cllr Jacklin for all his work to date.

Members noted that the pyro-laser show (quiet alternative to noisy fireworks) for Halloween/Bonfire Night Event was still to be researched.

525. 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).

Cllr Dixon advised that on two occasions dog walkers had been spotted in the playing field. Note to be put on Facebook.

526. MEETINGS IN 2024

Wednesdays: 10th April (NB date changed), 1st May, 5th June, 3rd July, 4th September, 2nd October, 6th November and 4th December

There being no further business the meeting was closed at 10.10pm

Chairman.....

Date.....