

COLD NORTON PARISH COUNCIL

MINUTES OF THE MONTHLY MEETING OF THE PARISH COUNCIL HELD ON THURSDAY 12th SEPTEMBER 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 Mrs J Luck
Cllr J Richardson
Cllr A Romang

In attendance: County Cllr Mrs J Fleming

- 229. APOLOGIES FOR ABSENCE** apologies were received and accepted from Parish Cllr Jacklin and District Cllrs White and Wiffen. In the absence of the Parish Clerk notes from the meeting were taken by Cllr Mrs Luck.
- 230. 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.

There were no declarations of interest at this point.
- 231. PUBLIC QUESTION TIME**
There were no Members of the Public present.
- 232. MINUTES OF THE ORDINARY MEETING of the Parish Council** held on Wednesday 3rd July 2024 were approved as correct and signed accordingly.
- 233. DISTRICT COUNCILLOR'S REPORT:** not available.
- 234. COUNTY COUNCILLOR'S REPORT**
Members noted Cllr Mrs Fleming September report which had been forwarded by email. At the meeting Cllr Mrs Fleming updated Members on the Community Initiative Fund, Locality Fund and the Maldon & Heybridge Transport Group
- 235. NEIGHBOURHOOD WATCH REPORT/ POLICE MATTERS AND ANTISOCIAL BEHAVIOUR**
Members noted receipt of crime reports and that NhW Co-ordinator had nothing to report.

FINANCE

Approval of Payments

- 236.** Mr Roy Wiseman to village caretaker invoice dated 31st August 2024 £108.00. Cheque No.022516
- 237.** Maria Dyer office expenses from 29th June to 29th August 2024 £64.58 (£62.58 net). Cheque No.022517
- 238.** Miss Richardson to inserting village appraisal, covering letter and leaflet re dogs on playing fields into C4 envelope, attaching label and delivering to homes in village. Invoice dated 14th July 2024 £80.00. Cheque made out to Jeremy Richardson as Miss Richardson doesn't have a bank account. Cheque No.0225218.

239. Cllr J Richardson to reimbursement for purchase of 3 x solar lights for new car park area. Invoice dated 3rd September 2024 £23.99. Cheque No.011518
240. Cold Norton Parochial Church Council grant of £430.00 towards cost of remedial work on west window as a well-used public footpath crosses under this window to ensure the safety of those using the footpath, as agreed at July meeting – Minute No.196 applies. Cheque No.022519
241. Cold Norton Village Hall Management Committee to use of The Les Barclay Room for meetings in June and July 2024. Invoice dated 17th July 2024 £38.40. Cheque No.022520
242. Maldon District Council to Community Engagement Team Services TRUCAM April to June 2024 inc. Invoice No.COL 58590955 dated 24th July 2024 £458.68 (£382.23 net). Cheque No.022521
243. A&J Lighting to new LED light fittings (Light Nos.14, 16, 18 & lamp outside East Canney Cottages entrance). Invoice No.38504 dated 6th August 2024 £1,819.20 (£1,516.00 net). Cheque No.022522
244. PKF Littlejohn LLP to external audit for year to 31st March 2024. Invoice No.SB20240759 dated 13th August 2024 £252.00 (£210.00 net). Cheque No. 022523
245. Campaign to Protect Rural England (CPRE) to annual subscription to 1st November 2025 £60.00. Cheque No.022524
246. Sue lees Consultancy to advance quarterly fee for CNPC web site (January, April, July & October). Invoice No.INV006656 dated 1st September 2024 £30.00. Cheque No. 022525
247. Sue Lees Consultancy to maintenance fee: advance fee for Wordpress Maintenance Plan (twice yearly in April & October). Invoice No.INV006657 dated 1st September 2024 £40.00. Cheque No.022525
248. Sue Lees Consultancy to diary maintenance fee; advance yearly maintenance fee for CNPC website: set up of diary or PC meetings for next year and tidy up of website etc 2 hours @ £30. Invoice No,INV006658 dated 1st September 2024 £60.00. Cheque No.022525
249. HMRC to Tax/NI three months to 5th October 2024 (July, August & September 2024) £308.29. Cheque No.022526
250. Val Evans to internal audit for 2023-2024 & AGAR Audit Form. Invoice No.09100039 dated 11th September 2024 £125.00. Cheque No.022527
251. All staff costs £803.85.
252. PWLB to 4 loans was taken by Direct Debit 20th September 2024 £5,264.07.
253. BT to public pay phone at Village Hall. Line Rental quarter to 31st October 2024 Invoice No.Q040UD dated 13th August 2024 £118.85 (£99.04 net) was taken by direct debit on 27th August 2024.
254. Npower to streetlights for June 2024 Invoice No.IN10966184 dated 3rd July 2024 £195.39 (£186.09 net) was taken by direct debit on 17th July 2024
255. Npower to streetlights for July 2024 Invoice IN11201266 dated 3rd August 2024 £201.10 (£191.52 net) was taken by direct debit on 17th August 2024.
256. Npower to streetlights for August 2024 Invoice IN11412424 dated 4th September 2024 £203.84 (£194.13 net) was taken by direct debit on 18th September 2024.

257. Financial Statement
Current balances:

Barclays 10 Day Notice as at 10 th June 2024	£	600.06
Santander as at 2 nd September 2024	£	<u>42,386.93</u>
	£	42,986.99

258. External Audit
Members noted conclusion of the external audit.

PLANNING

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

24/00454/HOUSE PP-13101165 Chestnuts, 67 Latchingdon Road: demolition of conservatory to the side and replace with a single storey extension. Alterations to fenestrations including changes to the dormers to the rear. Reducing width of existing balcony and a change of materials. Week No.30 dated 26th July 2024:

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

24/00624/WTPO PP-13318900 30 St Stephens Road: (TPO15/96) T34 Oak – Crown reduction by 3m. Remove epicormic regrowth and crown lift to 4m. Remove major deadwood throughout crown. Week No.33 dated 16th August 2024:

The Members had no objections to these works 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”.

24/00540/FUL PP-13211790 Caravan at Toad Hall, Station Road: change of use of existing static caravan and associated land from C3 to C1 (Airbnb) accommodation and erection of external decking area and hard standing for access and parking (retrospective). Week No. No.33 dated 16th August 2024:

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

24/00687/PADOT PP-13360944 Building 5 adjacent Norton Hall Cottages, St Stephens Road: Prior approval application for proposed change of use of an agricultural building to C1 (hotel) to create 7no. aparthotel units with storage room and associated car parking and cycle storage. Week No.36 dated 6th September 2024:

The Members recommended refusal for the following reasons:

1. *It is outside the Development Boundary (S8 – Settlement Boundaries & the Countryside)*
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 & domestication of the site*
5. *Applicant to note that due to the primary school the speed on a section of this road is going to be reduced to 20mph.*

24/00691/PACUAR PP-13372054 Land adjacent to Norton Hall, St Stephens Road: prior notification for the change of use of agricultural buildings to 8 dwellinghouses (use Class C3) and for associated operational development. Week No. No.36 dated 6th September 2024:

The Members recommended refusal for the following reasons:

1. *It is outside the Development Boundary (S8 – Settlement Boundaries & the Countryside)*
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. *Applicant to note that due to the primary school the speed on a section of this road is going to be reduced to 20mph.*

- 260.** Members noted that two planning allocations were not considered by the Parish Council, due to PC in recess and extensions not possible. Applications were: 24/00397/HOUSE PP-13037883 Toad Hall, Station Road: two storey side extension. Demolition of existing conservatory and erection of a single storey rear extension. Raised patio area in permeable paving.
24/00533/LDP PP-13218960 Little Canneys, Stow Road: claim for lawful development certificate for the proposed change of roof from hipped to gable and the removal of a bay window.

- 261. Maldon District Council Decisions:** covering decisions advised from w/e 5th July to w/e 30th August 2024; a detailed list had been supplied to Members, which is summarised below:

Appeal Decision:

23/00220/OUTM (Appeal Ref: APP/X1545/W/23/3334253)

Proposal: 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.

Address: Land West of Crown Road, Cold Norton Area:
NW Decision Level: NW Committee (as per Officer recommendation to refuse)
APPEAL DISMISSED – 05.08.2024

LDP/MAL/24/00533 Cold Norton

Claim for lawful development certificate for the proposed change of roof from hipped to gable and the removal of a bay window

Little Canneys Stow Road Purleigh Chelmsford

(UPRN - 100091446664)

Mr Matthew Arundell **APPROVED**

HOUSE/MAL/24/00397 Cold Norton

Two storey side extension. Demolition of existing conservatory and erection of a single storey rear extension. Raised patio area in permeable paving.

Toad Hall Station Road Cold Norton Chelmsford

(UPRN - 100091257160)

Ms Rebekah Prince **APPROVED**

262. ECC Planning Decision: CC/MAL/28/24 Cold Norton Primary School, St Stephens Road:

Members noted works relating to new heating system approved (letter dated 1st August 2024).

263. Planning Appeal

Members noted that the following had been submitted, but did not wish to modify the response of April 2024:

Site Address: Land adjacent Eastholm, Latchingdon Road Purleigh Essex

Proposal: Erection of 2no. dwellings with associated landscaping and ancillary works

Application Ref: 24/00235/FUL PP-12843199

Appellants Name: Mr s Jacob – Marden Billericay Limited

Appeal Ref: APP/X1545/W/24/3347605

Appeal Start Date: 13 August 2024

264. FULM/MAL/24/00366 PP-12988537 Land South West of The Warren, Hackmans Lane. Purleigh:

proposed Solar Farm together with sub-station, ancillary building, structures. Landscaping, emergency lighting and access.

Members noted that this planning application was being considered at the District Planning Committee meeting on 4th September 2024 at 7.30pm

265. Neighbouring Planning in Maldon District

Reference letter dated 23rd August 2024 deferred to October meeting.

266. National Planning Policy Framework Consultation

Members discussed email from Chair of Dengie Hundred Group of PCs and agreed to submit individual responses.

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

267. EV Charging Point

Nothing to report

268. Sovereign Inspection

Members noted receipt of Sovereign Inspection Report undertaken on 3rd July 2024

Members noted Clerk is progressing works as required.

269. VILLAGE HALL

Members discussed and agreed that a marketing campaign is needed for the Village Hall; proactive selling to promote that hall is suitable for adults not just children and when it is available for hire. It

was agreed that a sign should be erected; to be discussed at the next meeting.
Members discussed the request from Pre School request to install a gazebo on the outdoor space.
Clerk to request more information from Pre School.
Members noted the history of village hall compiled by Mrs Garnham and that the Village Hall Centenary was in 2022 and that the Village Hall Management Committee (VHMC) was set up 70 years ago; events are planned by the VHMC to commemorate the events.

270. CLERKS REPORT

Not available

HIGHWAYS AND ROAD SAFETY

271. TRUCAM

Members noted that during June 2024 there had been seven offenders during 4 sessions over 3 hours; in July 2024 there had been ten offenders during 6 sessions over 3 hours and in August there were seven offenders during 5 sessions over 3 hours.

272. Parking at School

Nothing to report re SEPP or the 3PR Scheme.

OPEN SPACE

273. 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 carried out the following tasks: took down commercial signs at Three Ashes Corner and Hagg Hill and returned to owners.

274. Cowpiece

Cllr Dixon advised that photographs had been forwarded to the Farming & Wildlife Advisory Group. Response awaited.

275. Willow Trees at Playing Field

Members noted that the PC continues to receive reports from the insurance company following removal of the Willow Trees.

276. Cherry Blossom Memorial Trees

Members discussed the two plaques required and it was agreed to investigate aluminium plaques.

ACTION: CLLR DIXON

277. Goal Posts in Playing Field

Members discussed current offering/condition and grants. To be discussed further at next meeting

278. STREETLIGHTS

Members noted that works to convert four lights to LED had been completed.

TRAINING/CONFERENCES/MEETINGS

279. Dengie Hundred Group of Parish Councils Wednesday 17th July 2024

Members noted minutes from March meeting and related papers and agenda for the July meeting but as date of meeting was changed from 10th July, no Members were available to attend.

280. Maldon Parish & Town Council Forum 23rd July 2024

Members noted receipt of notes from forum; topic(s) relating to planning to be considered by Cllrs to put forward for the next forum.

ACTION: CLLRS

281. Stow Maries Great War Aerodrome (SMGWA) Joint Consultative Committee 2024 Meetings

Cllr Haydon attended the rescheduled July meeting on 11th September 2024 and reported back to Members that the closure of Hackmans Lane for such a lengthy period had caused severe financial difficulties for the SMGWA; a claim is being pursued via the Water Board. Whilst footfall was down at two recent events both were successful. A meeting with the Trustees is scheduled for 19th September 2024.

- 282. EALC AGM Thursday 26th September 2024 at Colchester Stadium**
Members noted business documents. No one available to attend.

CORRESPONDENCE/CONSULTATIONS

- 283. Public Consultation: Transport Strategy for Essex; closes 22nd September 2024**
Members to compete as individuals
- 284. MDC Consultation: Street Collection Policy**
Members noted.
- 285. MDC Consultation: Statement of Licensing Policy 2024-2029**
Members noted.
- 286. Safety of Lithium Batteries and e-bikes and scooters**
Members considered the proposed Bill by Lord Foster and agreed to support
- 287. Philip Wakeling**
Members noted letter of thanks received from Mr Wakeling.
- 288. VILLAGE APPRAISAL**
Members noted that delivery to all homes has been completed. Whilst all Members had contributed to this project, Members wanted it recorded that the bulk of the work involved had been undertaken by Cllr Brian Haydon.
- 289. PARISH COUNCIL WELFARE OFFICER**
Nothing to report.
- 290. SOCIAL EVENTS**
Party in the Park 2025 deferred to a future meeting.
- 291. 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 were raised.
- 292. MEETINGS IN 2024**
Wednesdays: 2nd October, 6th November and 4th December

There being no further business the meeting was closed.

Chairman.....

Date.....