

COLD NORTON PARISH COUNCIL

MINUTES OF THE MONTHLY MEETING OF THE PARISH COUNCIL HELD ON WEDNESDAY 3RD SEPTEMBER 2025 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 D Myers

In attendance: Mrs M Dyer (Parish Clerk)

25/26.98 APOLOGIES FOR ABSENCE: apologies were received and accepted from District Cllr Wiffen and County Cllr Fleming.

25/26.99 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.

25/26.100 PUBLIC QUESTION TIME: there were no Members of the Public present.

25/26.100 MINUTES OF THE EXTRAORDINARY MEETING OF THE PARISH COUNCIL DATED 31ST JULY 2025 held on Wednesday 31st July 2025 were approved as correct and were signed accordingly.

25/26.101 DISTRICT COUNCILLOR'S REPORT: Members noted August report supplied by email

25/26.102 COUNTY COUNCILLOR'S REPORT: Members noted August report supplied by email

25/26.103 NEIGHBOURHOOD WATCH REPORT/ POLICE MATTERS & ANTISOCIAL BEHAVIOUR

Members noted that no applications had been received for Neighbourhood Watch Representative.

Members noted reports supplied by Cllr Myers

25/26.104 FINANCE

25/26.104.1 Approval of Payments:

25/26.104.1.1 Mr Roy Wiseman to village caretaker tasks. Invoice dated 29th August 2025 £295.00 (£293.50 net). Cheque No.912556

25/26.104.1.2 Maria Dyer office expenses from 2nd July 2025 invoice dated 28th August 2025 £129.28 (£116.12net) (Includes purchase of new shredder). Cheque No.912557

25/26.104.1.3 Cllr Jacklin to reimbursement of expenses (card reader and wrist bands for Party in the Park). Invoice dated 28th August 2025 £108.58 (£90.48 net). Cheque No.912558

25/26.104.1.4 Cllr Dixon to reimbursement of expenses (memorial plaque for Cllr Litscher). Invoice dated 28th August 2025 £126.62 (£105.52 net). Cheque No.912559

25/26.104.1.5. Maldon District Council to Community Engagement April 2025 to June 2025 Quarter 1. Invoice No.COL58592989 dated 18th July 2025 £466.99 (£389.16 net). Cheque No.912560

25/26.104.1.6 Maldon District Council to play equipment inspection by The Play Inspection Company Invoice No.COL586793094 dated 31st July 2025 £78.12 (£65.10 net). Cheque No.912560

25/26.104.1.7 A&J Lighting to labour and replacement of photocell streetlight by East Canney Cottages (no number). Invoice No.39400 dated 31st July 2025 £180.00 (£150.00 net). Cheque No.912561

25/26.104.1.8 Graham Cornell to supply plastic boarding to rear of PC noticeboard outside No.14 Latchingdon Road and painting front, plus replacing lock on cupboard at village hall for Clerk storage. Invoice No.0325 dated 7th August 2025 £305.00. Cheque No.912562

25/26.104.1.9 Campaign to Protect Rural England (CPRE) to annual subscription to 31st October 2026 £60.00. Cheque No.912563.

25/26.104.1.10 Sue Lees Consultancy to quarterly maintenance fee for CNPC Website. Invoice No.INV007154 dated 1st September 2025 £30.00. Cheque No.912564

25/26.104.1.11 Sue Lees Consultancy to advance fee for WordPress Maintenance Plan for CNPC Website. Invoice No.INV007155 dated 1st September 2025 £30400. Cheque No.912564

25/26.104.1.12 Sue Lees Consultancy to diary maintenance fee for CNPC Website. Invoice No.INV007154 dated 1st September 2025 £60.00. Cheque No.912564

25/26.104.1.13 BT to village hall phone 6 March to 31 October 2025 Invoice No.QO45DG dated 13th August 2025. £165.11 (£137.59 net). Taken by direct debit 27th August 2025

25/26.104.1.14 PWLB to 4 loans will be taken by Direct Debit 22 September 2025 £5,231.51

25/26.104.1.15 Npower to streetlights for February to July 2025 inclusive. Various invoices £1,253.61 (£1,193.92 net); Will be taken by direct debit on 12th September 2025:

February 2025	Invoice No.IN13828684 dated 29 th August 2025 £278.50 (£265.24 net)
March 2025	Invoice No.IN13828761 dated 29 th August 2025 £264.69 (£252.09 net)
April 2025	Invoice No.IN13828815 dated 29 th August 2025 £211.95 (£201.86 net)
May 2025	Invoice No.IN13828875 dated 29 th August 2025 £178.86 (£170.34 net)
June 2025	Invoice No.IN13828922 dated 29 th August 2025 £152.08 (£144.84 net)
July 2025	Invoice No.IN13828968 dated 29 th August 2025 £167.53 (£159.55 net)

Members noted information forwarded by email regarding changes.

25/26.104.1.16 All staff costs £844.70

25/26.104.2 Financial Statement

Current balances:

Barclays 10 Day Notice as at 10th June 2025	£	608.71
Santander as at 2nd August 2025	£	<u>44,944.75</u>
	£	45,553.46

25/26.104.3 Solar Panels at Village Hall

Members noted FIT payment of £966.80 received for the period 23rd March to 22nd June 2025

25/26.105. PLANNING

25/26.105.1. Planning Application received by the Parish Council: the following was considered, and the response was:

25/26.105.1.1 25/00699/WTPO PP-14222958 St Stephens Church, St Stephens Road: (TPO 10/24) T1 Oak – lateral reduction by 2m. Week No.33 dated 15th August 2025:

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".

25/26.105.2 Maldon District Council Decisions: covering decisions advised from w/e 4 July to w/e 29 August 2025; a detailed list had been supplied to Members, which is summarised below:

25/00490/HOUSE

Cold Norton

Demolish existing garage & construct a single storey rear extension with fenestration alterations.

11 Ferris Avenue Cold Norton Chelmsford Essex

(UPRN - 100090554762)

Ms Natasha Frith

APPROVED

25/00566/WTPO (TPO 4/89) Cold Norton

T1 Oak - Crown lift by 2m, crown reduction by 3m and thin crown by 30%

19 Station Crescent Cold Norton Chelmsford Essex

(UPRN - 100090555856)

Mr Graham Cornell

APPROVED

25/26.105.3 OUT/M/MAL/24/01004 PP-14623594 Land south of Threeways & 45 The Street,

Latchingdon: Outline planning application with all matters reserved except for means of access, for up to 140 no. dwellings (Use Class C3) including 40% affordable housing; new site access and internal access roads; a new village centre (Use Class E(a); flexible employment space (Use Class E), car and cycle parking; landscaping; sustainable urban drainage systems; public open space and footpaths; community woodlands and allotments; together with associated infrastructure.

Members noted that this was being considered at District Planning Committee meeting on 3rd September 2025

25/26.105.4 Chelmsford City Council 24/01557/FUL Land North of South Woodham Ferrers,

Burnham Road, South Woodham Ferrers: vehicular access from B1418 with associated highway works along B1418 and Burnham Road, including a shared footway/cycleway and signalised crossing

Members noted amendments to this application

25/26.105.5 The Planning & Infrastructure Bill

Members noted correspondence to/from local MP Sir John Whittingdale

25/26.105.6 Flagpoles

Members noted enquiry raised with MDC Planning Department and response received

25/26.106. PLAYGROUND & CAR PARK EXTENSION

25/26.106.1 EV Charging Point

Nothing to report.

25/26.106.2. Playground

Members noted repairs/replacement bark in hand.

25/26.106.3. Bicycle racks

Members noted that location/style still to be discussed with village caretaker/local contractor as applicable.

25/26.106.4 Cherry Blossom Lane Kerb

Members discussed the issue with kerb opposite village hall and agreed that works should be rectified by the contractor who carries out the 'road extension' to the new properties

25/26.106.5 Extension to Cherry Blossom Lane to New Bungalows

Members noted communication with Penny Homes.

25/26.107 VILLAGE HALL

Clerk advised that the Chairman of the Management Committee was unable to attend this meeting but had raised issues highlighted in the VH survey and VH availability on the CNPC website. These were discussed together with the installation of a noticeboard outside the VH.

ACTION: CLERK

25/26.108 CLERKS REPORT

Clerk advised that there had been no request for an election, therefore the Parish Council could proceed to co-opt to fill the vacancy on the Parish Council. It was agreed that applications would be considered at the November PC meeting.

Regarding the seat at the end of How Green Road, it was agreed that this should be removed.

ACTION: CLERK

25/26.109 HIGHWAYS AND ROAD SAFETY

25/26.109.1 TRUCAM

Members noted that during June there were twelve captures with 56mph recorded in 40mph area & 38mph in 30mph area and that during July there were ten captures with 55mph recorded in 40mph area.

25/26.109.2 Overgrowing hedges/vegetation at Zebra Crossing

Members noted that the Clerk is liaising with MOAT re cutting back further vegetation as bird nesting season is now over.

ACTION: CLERK

25/26.109.3 Parking opposite Londis

Members noted the process to request yellow lines/parking restrictions, requiring residents to sign a petition sheet. Cllr Haydon offered to canvas support from residents (following the meeting Cllr Myers also offered to help).

ACTION: CLLRS HAYDON/MYERS

25/26.110 OPEN SPACE

25/26.110.1 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 trimmed the vegetation around the dog waste bin and seat in St Stephens Road, tidied around the bins and gas tank at the VH, cleared the ditch and cut back brambles at Three Ashes Corner, removed brambles and cut back branches at Green Trees Avenue and Ferris Avenue.

25/26.110.2 Cowpiece

Cllr Dixon advised that on Sunday 31st August there was no water in the pond. It was agreed that Clerk investigate cost of getting an appraisal of/proposals for way forward with the pond. Clerk to also consult nearby farmers re history of pond and to ascertain situation with fencing on Cowpiece boundary.

ACTION: CLERK

Members discussed and were in agreement that at this time no further works using The Conservation Volunteers were required, but Clerk will talk the Village Caretaker regarding entrance etc.

ACTION: CLERK

25/26.110.3 Football in Playing Field

Clerk updated Members

25/26.110.4 Allotment Site

Members noted Contractor had been requested to remove Elder tree behind shed. Members noted no further news re damage to fruit trees at rear of site.

25/26.110.5 PRoW FP14 & FP15 (horse riders)

Nothing to report currently.

25/26.110.6 Additional Planting in Village

Members noted that this will not be progressed at this time.

25/26.110.7 Plaques for Memorial Trees

Plaque for Cllr Litscher was received in July and will be installed when ground conditions are suitable (ground still too hard); it was agreed that the second plaque for Cllr Garnham should be of a different material/style. Cllr Dixon looking into suitable options within budget agreed.

ACTION: CLLR DIXON

25/26.111 TRAINING/CONFERENCES/MEETINGS

25/26.111.1 Dengie Hundred Group of Parish Councils Wednesday 9th July 2025

Members noted that this meeting was cancelled – awaiting new date.

25/26.111.2 Emergency Alerts System Test Sunday 7th September 2025 3pm

Members noted

25/26.111.3 Nature Recovery, Biodiversity & Your Parish Saturday 13th September 2025 9am to 3pm Hatfield Peverel Village Hall (this was then changed to RCCE Offices at Feering)

Members noted Cllr Dixon to attend at a cost of £35.00.

25/26.111.4 EALC AGM Thursday 25th September 2025 6.30pm to 9pm.

Clerk advised that this had now changed to an online (ZOOM) meeting. No Cllrs available to attend; Clerk to attend.

ACTION: CLERK

25/26/111.5 CPRE AGM Saturday 4th October 2025 2pm, Dedham

No Cllrs available to attend.

25/26.111.6 Maldon & Heybridge Transport & Bus Users Group Monday 6th October 2025 at Maldon Town Hall

No Cllrs available to attend.

**25/26.111.7 Stow Maries Great War Aerodrome Joint Consultative Committee:
Tuesday 7th October & Wednesday 10th December 2025**

Members noted minutes are still awaited from 4th June meeting and that Cllr Haydon plans to attend above meetings.

25/26.112 CORRESPONDENCE/CONSULTATIONS

25/26.112.1 Passenger Transport Supported Local Bus Services Consultation closes 27th October 2025

Members noted above

25/26.113 PARISH COUNCIL WELFARE OFFICER

Nothing to report

25/26.114 SOCIAL EVENTS

25/26.114.1 Party in the Park 2026

Clerk advised that there had been no communication from residents re this. Clerk was requested to contact Pre School and the Village School regarding involvement.

ACTION: CLERK

25/26.115 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.

25/26.116 MEETINGS IN 2025

Wednesdays: 1st October, 5th November and 3rd December.

There being no further business the meeting was closed at 8.59pm

Chairman.....

Date.....