

## **TERLING AND FAIRSTEAD PARISH COUNCIL**

### **Minutes of the Meeting held on 3<sup>rd</sup> July 2007 at 7.00pm, in Terling Village Hall**

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**Present:**

Mrs. A. Anderson (Chairman)  
Mr. T. Lewis  
Mrs. C. Godfrey  
Mrs. S. McNamara  
Mr. P. Evans  
Mr. D. White  
Mr. I. Smith  
Mr. C. Cutler  
Mrs. P. Bird  
The Clerk: Mrs. S. Stewart  
The Handyman: Mr. C. Marshall

**Apologies for Absence:**

Mr. A. Meyer  
Mr. R. Dixon  
Mr. T. Lynch (Community Warden)  
M/s N. Doubleday (PCSO)

**14 Meeting open to members of the public:**

No comments.

**15 Minutes of the Annual Meeting held on May 22<sup>nd</sup>, 2007**

These were approved. It was agreed that if the annual meeting and the annual parish meeting look as if they are going to be lengthy, they should be split onto two different dates. This decision will be made in March 2008.

AA

**16 Matters Arising:**

None.

**17 District Councillors' Reports:**

None.

**18 Chairman's Report:**

None.

**19 Councillors' Reports:**

**DW** reported that the road at Fuller Street is still running with water from a blocked ditch, which smells of sewage. The Clerk was asked to contact Environmental Health.

SS

He reported that the bench at Fuller Street needed painting and felt that the notice board should be upgraded. It was agreed that the Handyman should paint the bench and look at the possibility of modifications to the notice

CM

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board. The bend sign is obscured by the adjacent hedge. The Clerk was asked to find out from Essex County Council, whether this is the responsibility of the hedge owner or the Council. SS

The hedge at Ford Cottage was also discussed. The Clerk had received a reply to her letter from the owners, and it was agreed to ask ECC about the obscuring of the ford sign. It was agreed that the Handyman could only trim the hedge to a height that was safe to access. The Ford Cottage owners would be billed for his time and the Parish Council would pay his traveling expenses. As EDF is inspecting the trees baulking on electricity wires on the other side of the Ford this week, the Clerk will ask if the inspector could look at these trees too. SS

**TL** is disappointed that there has been no further development regarding the road repairs and the speed limits at Ranks Green. The Clerk will write again to Essex County Council, including other Highways matters, which have received no attention. SS

**CC** had attended a Neighbourhood Policing Action Panel meeting, but the attendance had been poor. He stressed that all incidents in the Parish should be reported.

**CG** will investigate a new transport scheme for helping elderly people, with transport problems. CG

### 20 Sub-committee Reports:

Finance:

IS presented the Income and Expenditure Account for the period to July 3<sup>rd</sup>, copy attached

The Council lawn mower, which still had problems after servicing, had been corrected, with no further charge.

The Finance sub-committee had met and discussed the organisations' requests for money. Their decisions are as follows:

Terling Tots. No, because of being a commercial organization.

Bellringers. Yes.

Edward Bear Club. Yes.

Mothers' Union. Yes.

Choir. Yes, but match fund.

PTA. No. Terling School instead.

Terling School. Yes, for a Wildlife Trust speaker.

Horticultural Society. Not at the moment.

Swimming Club. Yes.

Cricket Club. Yes for youth projects only.

Terling Church. Help with cemetery fencing would be forthcoming, but more details are needed.

Terling Village Hall. Not at the moment.

All these requests were unanimously approved, with the proviso that the Parish Council does not become involved with the way the organizations manage their expenditure.

The Football Club has been warned by the Essex Football Association that the condition of the premises may effect their ability to play there next season. IS suggested that the only way forward, without a lease agreement on the land, is a porto-cabin. The Parish Council expressed reluctance to get involved, because so few locals play, and it was felt that outsiders would take no pride in maintaining anything new that is set up.

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The Internal Auditor had inspected the annual accounts and found them satisfactory. His fee was £100.00, the same as last year. The accounts have now been sent to the external auditor.

The new bank mandate is now in place.

The Rural Community Council of Essex annual subscription of £55.00 is now due. It was agreed to subscribe.

Braintree District Council has sent a bill of £46.23, for the returning officer's fee for the recent parish elections. It was agreed to pay this.

### Environmental:

No report.

### Estate Liaison:

No report.

### Health and Welfare:

The Community Warden's monthly report had been received.

It had not been possible to treat the nettles along the perimeter of the Children's Playground, because of adverse weather. This will be done as soon as possible.

CM

It was agreed that the Clerk could purchase six cans of paint at £16.00+ VAT per can, for painting the Playground equipment.

SS

The sub-committee had inspected the Children's Playground, in the light of the recent ROSPA report. The Clerk had obtained three quotations for work on the safety surfaces. As these varied greatly, it was agreed that the Clerk should contact other Parish Councils, which had had similar work done by the same companies and ask for references. It was agreed that CC would find out the safety surface area required under the slide, with a view to adding this to the work. The Handyman will modify the gate and carry out other minor maintenance required. CC will investigate how many seats need replacing on the rocking horse and then it was agreed that these could be ordered. The Handyman told the Councillors that the Cricket Club pays £250.00 annually for the services of a mole catcher. The Playground is in need of this attention too. It was agreed to pay for one year's service. The oak tree in the Playground was discussed. The tree belongs to Lord Rayleigh's Farms. The Clerk was asked to establish when this was last inspected and to request that it is inspected annually and that the council receive a written report. The Clerk was also asked to find out from the Insurance Company how the Parish Council stands in relation to the provision of cover.

SS

CC

CM

CC

SS

SS

### IT and Public Relations:

Police forms for parishioners to express their concerns can be down-loaded from the web-site.

### Planning and Highways:

The Clerk had received letters in reply to hers, from the Enforcement Officer at Braintree District Council's Planning Department, regarding work at the Rayleigh Arms and the access to land adjacent to Brookside. Neither of these matters contravene planning law. DW asked for a copy of the second letter.

SS

CG told the meeting that the planning sub-committee had met, to discuss

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Willow Cottage application, for change of use of land from agricultural to garden. As a result of this meeting, RD has sent a letter to the Planning Inspectorate, stating that the Parish Council supports a small patio area, but in all other matters continues to support Braintree District Council's decision of October 5<sup>th</sup>, 2006.

Helston, Braintree Road. Construction of basement. Granted.

Phoenix Cottage, Fairstead Hall Road. Erection of front, rear and side extensions. Withdrawn.

The Planning Inspectorate had visited the Thatched Cottage site, on May 9<sup>th</sup>, regarding the erected fence. The appeal has been allowed.

Appeal decisions will no longer be sent to individual Parish Councils.

Decisions can now be viewed on Braintree District Council's web page. CC will investigate the possibility of the Council purchasing a colour printer for planning applications.

CC

The Clerk had received a letter from Essex County Council's Highways Department, regarding the incorrect signage in Crow Pond Road. Some correct signage illustrations had been enclosed and it was suggested that the Planning and Highways sub-committee would look at these and let the Clerk have their recommendations.

RD

### 21 Clerk's Report:

Hours- 55.75 over 6 weeks.

The circulation envelope was distributed.

The Clerk had attended a seminar on the updated Code of Conduct. Two of the queries from this Parish Council had been explained; firstly councillors do not have to declare club committee membership, as this is not a prejudicial interest, and is open to all parishioners; secondly, councillors, who rent their houses should still register the property.

Just Lamps have now ordered the preferred street lamp; the delivery is 8-10 weeks and the quotation is all inclusive. EDF will want payment in advance and the connection will be done three weeks later.

The computer course has been a great success, ten candidates at £10.00 each. The candidates would like another course. It was agreed to give Frank Morrissey a meal token for £40.00.

Lord Rayleigh has given the Parish Council permission to cut the River Walk, but it is now so overgrown that it would need motorized equipment. The Clerk was asked to go back to Lord Rayleigh with the original correspondence from 2004, which said that Lord Rayleigh's would manage the area overall and the Handyman could trim a sufficient width for pedestrians.

SS

The Clerk had filled in a Braintree District Council's questionnaire and had won a litter bin. It was agreed that this should be erected at Terling Ford and the Clerk should make enquiries about a dog bin for this area.

SS

Terling Stores had been broken into.

Oakfield Lane road surface is being worked on.

Most of the reflector posts on the sharp corner in Fairstead Road are missing. The Clerk will report this.

SS

### 22 Village Design Statement:

A grant for £2500.00 had now been received and another had been applied for, for £4000.00. CG and Heather Cutler are meeting Lord Rayleigh next week, to discuss how

CG

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Lord Rayleigh's Farms can be involved. A big event is planned for October 6<sup>th</sup>, with outside speakers, input from local organizations, questionnaire results and a raffle draw. It is hoped that the Community Warden and the PCSO will attend.

### **23 PCSO: Share with Hatfield Peverel:**

Following on from the Cluster meeting, Police Community Support Officers were discussed, with a view to sharing one with Hatfield Peverel. Hatfield Peverel would pay a much larger share, as there are more problems there. The annual cost is £27000, but the police pay half of this. The Parish Councillors felt that there is no obvious need here at the moment and the Clerk was asked to let Hatfield Peverel Council know. However, it was thought that the views of residents should be sought at a suitable time, possibly on October 6<sup>th</sup>.

SS

### **24.1 Correspondence received:**

EALC: Courses- Budget and Precept Course, Health and Safety Course.

EALC: Nomination form for a Buckingham Palace Garden Party.

Postwatch: Confirmation that the Ranks Green post box will be re-sited in 6-9 weeks from May 23<sup>rd</sup>.

Invitations: Post Office Network changes meeting, Stop Stansted Expansion picnic, Army Presentation Team display.

### **24.2 Correspondence issued:**

Monitoring Officer- Registers of Interest.

Street Cleaning Agreement.

Postwatch form: To receive updated information.

Jane Senior: Reply to E-mail, regarding the Ranks Green post box re-siting.

Election Officer: Details of three co-options.

Mr. Farnham, Waltham Road: Concerning his hedge.

Standards Board of England: The new Code of Conduct has been adopted, including 12(2), by this Council.

Ian Haines and Jenny Nice, Braintree District Council: To thank for the recycling talk.

C. Humphreys and Sons: Requests to clear the ditch in Fuller Street and meet with the Parish Council Chair.

Braintree District Council: Updated emergency village arrangements.

### **25 Any other business:**

None.

**The meeting closed at 10.10pm.**

### **Next Meeting Date:**

Tuesday, September 11<sup>th</sup>, 7.00pm, at Terling Village Hall.