

TERLING AND FAIRSTEAD PARISH COUNCIL

Minutes of the Meeting of Terling and Fairstead Parish Council held on 30th June 2009, at 7.00pm, in Terling Village Hall

Present: Mrs S McNamara (Chairman)
Mr I Smith
Mrs A Anderson
Mr R Dixon
Mrs P Bird
Mr T Lewis
Mrs S Alder
Mrs J Cockburn
Mr D White
Ms Hayley Wiseman
Mrs J Halfhide (Clerk)
Mr C Marshall (Handyman)
3 members of the public

ACTION

Apologies for absence: Cllr M Galione, PCSO Nikki Doubleday, Colin Cutler

09.19 Meeting Open to the Public

A member of the public commented that her garden was being fouled by dogs. The Clerk confirmed she had already prepared a piece for inclusion in the Parish Magazine reminding dog owners to act responsibly.

09.20 Minutes of Last Meeting

One amendment: 09.16. Approval was unanimously given for CC **and PB** to attend the EALC Statutory Planning Course on 25th June.
SA pointed out that in the previous set of minutes the Always Welcome Club had been incorrectly named.

09.21 Minutes of Last Meeting

The minutes were unanimously approved. It was proposed by AA and seconded by JC that the Chairman should sign a copy of the minutes as a true and accurate record.

09.21 Matters arising from the meeting

None.

09.22 Declaration of Interests

None.

09.23 District Councillors' Reports

In Cllr Galione's absence the Clerk read an email report. Following the Cluster meeting Cllr Galione had managed to get The Chief Executive and the Leader of the Council together and made the suggestion that speakers at Planning meetings be allowed to speak prior to the application concerned instead of all speaking at the beginning. This is being looked into. At the Full Council meeting Roger Walters reported that garden waste and food waste collections will continue all the year round as some funding has been awarded

09.24 **Chairman's Report**

The Chairman had received a letter from Terry Blunden expressing disappointment that no residents or member of the Parish Council had been able to attend the meeting on 17th June with David Woods, Estate Manager for Greenfields, despite the date having been advertised in the Parish Magazine and on the notice boards. The rat problem in Mill Lane had been discussed and the Clerk agreed to contact Greenfields again to ascertain what action they would be taking. The next meeting is to be held on 19th August at 1:30pm. PB would try to attend. The Clerk would advertise the meeting in the Parish Magazine report. The Chairman asked the Clerk to reply to Mr Blunden's letter.

JH
PB
JH

09.25 **Sub-Committees Reports**

Finance:

The Internal Auditor has completed his audit and the Annual Return for the year ended 31st March 2009 is ready to be sent to the Audit Commission. The Clerk would arrange this. The Internal Auditor's report was distributed to all Councillors and the findings and recommendations were duly noted.

JH

Copies of Receipts and Payments for the current financial year as per the cash book had been e-mailed to all Councillors.

The following cheques were approved for payment and were signed. All invoices had been checked against cheques. The expenditure was approved. Proposed by HW and seconded by AA:-

1194	Terling Village Hall	Room hire	£15.45
1195	Clive Marshall	Handyman jobs	£462.31
1196	Colin Cutler	Printing expenses	£20.00
1197	EALC	3 Councillor courses	162.00
1198	Acumen Wages	May & June salaries	£40.26
1199	Jayne Halfhide	Clerk's Salary: May	£422.99
1200	HM Revenue & Customs	PAYE Tax	£33.97
1202	Jayne Halfhide	Clerk's expenses May	£137.80
1203	Littlethorpe of Leicester	Bus Shelter	£6,589.50
1204	EALC	Councillor training	£54.00

IS distributed his Receipts and Payments, Budget and Forecast sheet and graph, which he explained. The Chairman signed as approved.

The Clerk reported that as JC cannot now attend the training day on 7th July EALC will be refunding £54.00.

HM Revenue & Customs have advised of an overpayment of Tax and National Insurance Contributions of £80.25 for the year 2008/2009. An adjustment has been made in the most recent payment.

The Clerk has sent a VAT refund claim for £902.89 to Revenue and Customs.

Environmental & Footpaths:

DW summarised the situation with regards to proposed new gateway signs on the entrance routes to Fuller Street and Fairstead. Approval would need to be given by the Parish Council before ECC Highways would agree to the works. The location and size of the signs were discussed at length. It was generally felt that the proposed signs were too large. The Clerk was asked to contact ECC Highways to determine whether there were any alternative, smaller, designs and to find out if the proposals would be put to the public for consultation. Councillors would agree a date to take another look at the proposed sites. It was agreed signs for Fuller Street are urgent as there are none currently there at all. The Chairman thanked DW for all his work to date on this project.

JH

It was agreed that there should be a sign to Fuller Street on the directional post at the bottom of Fairstead Hall Road. The Clerk would request this from Highways.

JH

TL reported that it would be desirable to purchase an anti-roll bar for the tractor as the handyman has to work on slopes. The Clerk agreed to obtain quotes. JH

Estate Liaison:

The handyman had been unable to source any logs for School Green so the Clerk would make enquiries elsewhere and obtain costings. JH

Health & Welfare:

AA summarised the results of the Fitness and Healthy Living Survey which indicated a lack of enthusiasm for the proposed outdoor fitness equipment. It was agreed that the Clerk should place a copy of the results on all the Parish notice boards. Parishioners, especially teenagers, would be encouraged to approach the Parish Council with alternative suggestions which would then be considered. JH

The winners of the Survey draw were Mr and Mrs Dunning who will be receiving a voucher for £20 to spend in Terling Village Stores. The Clerk would arrange the payment and a voucher for the winners. JH

Various alternatives were discussed at length and it was agreed that the possibility of installing a basketball area near the Village Hall would be looked into. PB agreed to ask the Village Hall Committee and Lord Rayleigh. This could be a temporary measure until the Football Field becomes viable and the basketball area could then be moved. PB

IT & Publicity:

Nothing to report in CC's absence.

Planning & Highways:

09/00508/LBC: Newneys Farm, Ranks Green

Proposed emergency repairs and remedial works to existing timber framing within concealed area of building – Granted

09/00504/FUL: Paxtons, Fairstead Road, Terling

Erection of part single, part two storey rear extension and rear conservatory – Granted

09/00550/FUL & 09/00551/LBC: Newneys Farm, Ranks Green

Demolition of lean-to utility/porch area & erection of single storey extension, proposed restoration of concealed upper floor living space – Pending consideration by BDC

The Clerk had received a response from Planning Enforcement about the developer's advertising sign at "The Nutshell". As the sign measures 2.2 square metres and as the permitted size is 2 square metres they have taken the view that no further action is required given that the exceeded measurement is minimal. The Clerk was asked to write to Cllr Galione to seek her assistance as it was felt that Planning Enforcement's response was not acceptable. JH

The Clerk had written to ECC Highways asking them to remove the old Terling Flacks Green sign to avoid the current duplication of signs now that the new gateway sign was in situ.

Notice of road closure: from 7:30am on 13th July to 17th July - Waltham Road from its junction with Church Road for approximately 690 metres to its junction with Hull Lane for carriageway repairs.

09.26 **Councillors' Reports, including Village Hall Report**

SA commented on the water leak in Fuller Street which is on-going.

SA had attended the Village Agents Conference and reported that the idea is to appoint six agents in the Braintree area to act as conduits for elderly residents. This is based on Gloucestershire trials.

TL reported that the Ranks Green adopted phone kiosk had been painted by a volunteer.

The Clerk would write a letter of thanks. JH

The Fuller Street kiosk is now up and running as an information point for the Essex Way. The Clerk would write to the landlord of The Square and Compasses who had been instrumental in this to thank him. It was agreed that the Handyman would keep the supply of paint. JH

Concerns were expressed about speeding motorists in Ranks Green and outside Terling School, here also the yellow zig-zag lines were being ignored. The Clerk agreed to mention these issues to PC Corrigan and Nikki Doubleday in the hope they could use their speed guns in those areas as a deterrent and to seek out illegal parking. JH

PB reported that the warning of a low bridge ahead sign past Norrells Corner towards Terling Hall Road had been stolen and needed replacing. The Clerk would contact ECC Highways about this. JH

Cars are being parked alongside the access to the cemetery, often by people dropping off and collecting school children. HW agreed to speak to the school in the hope that drivers could be made aware that this area should be kept clear for access. The possibility of a no parking sign or disabled parking only was discussed. HW

PB and CC had attended the Statutory Planning Day at the EALC on 25th June. Unfortunately, they had not found the course helpful as it had not been particularly relevant.

The recently grassed and netted bank at Owls Hill is in need of upkeep. The Clerk was asked to ascertain from ECC Highways, who had carried out the work, when and how the cutting should take place, and to find out whether this is Highways maintainable land. JH

HW reported that the bank under the fence along the pavement at the School was eroding and encroaching on the pavement. The Handyman was asked to carry out remedial works. CM

It was unanimously agreed that the Parish Council would purchase a pencil shaped red litter bin for the school playground costing £149.00 plus VAT and carriage costs from the Essex Group (it had been advertised for £139 on the internet and the Clerk would get the best possible price when ordering). Proposed by SA and seconded by DW. JH

It was suggested that litter picks should in future be advertised through the School's newsletter in the hope that the school children and their families could be encouraged to take an active part in the village litter picks.

SA reported that PC Corrigan would be available to attend the meeting of elderly residents being held on 21st July at The Square and Compasses.

DW reported that Humphries were willing to replace the pipe in Fuller Street, if the Parish Council could cover the cost of the new pipe, expected to be in the region of £1,500. Alternative suppliers are being considered.

09.27 **Clerk's Report**

Hours worked in May 63½

Hours worked thus far in June: 52

The Clerk had written about Fairstead electors being called to vote at White Notley and had received a reply saying this will be considered in the post election review. The Chairman asked if this could be followed up to avoid the same happening for the General Election. The Shoe recycling bank in aid of The Variety Club is now located outside the Village Hall and the Clerk will be advertising this fact in the next Parish Magazine report.

09.28 **Bus Shelter**

A further grant from ECC for £1,500 has been received for the ground works and installation costs. The installation had been successful and the handyman holds the maintenance and cleaning kit. The bus shelter has been insured for £5730, being the replacement cost, excluding VAT, and the Clerk confirmed that it is covered under the Public Liability Insurance. It has been added to the Assets Register.

It was unanimously agreed that the handyman should lay some paving around the base to keep the area clean and tidy. The general surroundings would need to be cut back and kept CM

in good order.

09.29 **Risk Assessments**

The Playground Risk Assessment is due on 12th August and needs reviewing. TL would do this and the Clerk would provide him with a copy of the ROSPA report, due imminently. TL / JH

09.30 **General Correspondence**

Sent:

- Letter to Cllr Magaret Galione congratulating her on her appointment.
- Letter to Terling Village School congratulating them on their success in the League Tables.
- Letter to Environmental Services in support of The Square & Compasses.
- Letter to Greenfields concerning the rat problem in Mill Lane

09.31 **Any Other Business / Items for Next Agenda**

The School Fete is to be held between 12 and 3 on Saturday 4th July.

The Clerk agreed to find out whether small versions of the bus timetables were available. These would be useful in the Village Stores and Post Office.

09.32 **Dates of forthcoming meetings, including sub-committees**

4th August in The Committee Room at The Square & Compasses, Fuller Street, 7pm

15th September, Parish Council Meeting, Terling Village Hall, 7pm

The meeting closed at 8:45pm