

**Minutes of the Meeting of Terling and Fairstead Parish Council held on 3<sup>rd</sup> August 2010, at 7.00pm, in The Committee Room at The Square & Compasses, Fuller Street.**

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**Present:**        Mrs S McNamara (Chairman)  
                     Mr T Lewis  
                     Mr I Smith  
                     Mrs S Alder  
                     Mrs P Bird  
                     Mrs H Wiseman  
                     Mr D White                        Mrs J Halfhide (Clerk)  
                     Mrs L Sime                         2 members of the public

ACTION

**Apologies for absence:** Margaret Galione, Ann Anderson, Robin Dixon, Colin Cutler, PC Corrigan.

10.35    **Meeting Open to the Public**

The Chairman welcomed Alex Clarke who had volunteered to lead a working group to consider various options for keeping a pub Terling. It was agreed Mr Clarke should be given an opportunity to speak later in the course of the meeting under Agenda item 10.47.

10.36    **Minutes of Last Meeting**

The minutes of the meeting held on 29<sup>th</sup> June 2010 were unanimously approved. It was proposed by PB and seconded by TL that the Chairman should sign a copy of the minutes as a true and accurate record.

10.37    **Matters arising from the meeting**

There were no matters arising other than those covered elsewhere on the Agenda.

10.38    **Declaration of Interests**

None.

10.39    **District Councillors' Reports**

Cllr Galione had contacted the Clerk to report that she had no news with regards to the Parish Support Grant and to mention that the bus provider will be changing from Hedingham to Regal.

10.40    **Chairman's Report**

SM reported that she had received a letter from Cllr Graham Butland, which had been circulated by email to all Parish Councillors, outlining the scale of the financial challenge facing the District Council. Funding reduction will be a minimum of 25% but is more likely to be between 30%-40%.

10.41    **Sub-Committees Reports**

**Finance:**

Copies of Receipts and Payments for the current financial year to date had been e-mailed to all Councillors. IS distributed his Receipts and Payments, Budget and Forecast sheet and graph which he explained.

The following cheques were approved for payment and were signed. All invoices had been checked against cheques.

7th July	1310	J Halfhide- Clerk's Expenses June	£ 99.07
7th July	1311	Acumen Wages - Payroll	£ 20.56
7th July	1312	Lord Rayleigh's Farms - Playground Rent	£ 25.00
7th July	1313	RCCE - Annual Subscription	£ 55.00
7th July	1314	E.On – Street Lighting	£ 30.65
7th July	1315	J Halfhide - Clerk's Salary June	£503.35
7th July	1316	Daniel Jiggins - Handyman Jobs	£295.63
7th July	1317	HM Revenue & Customs - PAYE Tax	£207.05

The expenditure was unanimously approved. Proposed by HW, seconded by TL.

IS, SM, RD

The Clerk reported that the Internal Audit had been completed and the Annual Return had been submitted to the External Auditor. The Finance Committee would need to meet to discuss the recommendations made by Mr Howard. The Clerk would email another copy of the report to the sub-committee.

SA

JH

The Clerk has reimbursed the Parish Council £131.78 being an overpayment of her salary from September 2009 when she inadvertently paid the gross amount. The underpayment of employer's NIC has also been rectified by paying this in arrears with the June payment.

£198 has been received from EALC from the Essex Clerks' Bursary Scheme for the Clerk's training for the period ending 30<sup>th</sup> June 2010.

The Clerk has submitted a VAT refund claim for £360.38.

The Clerk reported that the EALC have forwarded an email from Justin Griggs, Head of Policy and Development at NALC about the way Councils make payments. The legislation governing the way local councils make payments was written many years ago and is not now up to date with modern business practice. NALC have been pressing the matter with the Secretary of State, Rt Hon Eric Pickles to repeal the current rules through a legislative reform order.

It was proposed by SA and seconded by PB that the Parish Council should join the Braintree Association of Local Councils, the annual subscription being £18. This was unanimously agreed. The Clerk would make the necessary arrangements.

JH

It was agreed to support the suggestions put forward by the Chairman of Earls Colne Parish Council regarding the unfairness of the present system whereby the parished areas of the District are burdened with paying Council Tax for services which are provided free to the unparished areas (Braintree and Bocking). The Clerk was asked to seek further clarification from their Clerk to draft a suitable letter which would be approved by the Finance sub-committee prior to sending.

JH

### **Environmental & Footpaths:**

It was agreed that the footpaths are ready for their second cut and the Clerk would speak to the handyman about this.

JH

### **Estate Liaison:**

PB had spoken to Alex Dyke about the School Green project and possibly extending the parking measures to the rear of Owls Hall. Alex Dyke wished to be consulted further on the entire project now that it had the Parish Council's full approval. The Clerk confirmed that RD had already proposed that the next step would be to meet with the contractor and Alex Dyke on site. It was also now necessary to speak to the resident of Owls Hall to

RD

ascertain exactly what they would like carried out.

**Health & Welfare:**

SA reported that it would be necessary for the sub-committee to meet to discuss the ROSPA report on the Terling playground. SA, AA

**IT & Publicity:**

In CC's absence the Clerk reported that the PC was ready for the internet café, the BT line would be installed on 12<sup>th</sup> August, the furniture would be available within a few days and the shop reorganisation was now complete. It was expected that the internet café would be open by the end of August. CC and SM would liaise with Sarah Elliot and Ray Pond to decide how to publicise the opening. SM, CC

**Planning & Highways:**

Councillors were disappointed to see that the gabion walls at Terling Ford had been deliberately damaged, especially after the recent repair work which had taken so long to arrange. It was thought that the damage was made by children making a dam out of the stones. HW suggested putting a note in the school newsletter asking parents to be vigilant. HW The depth indicator on the Norman Hill side had also been removed, this may have been a separate incident. The Clerk had reported the damage to ECC Highways. ECC Highways had confirmed they would look into the missing directional and road signs which the Clerk had detailed. The incorrect sign in Fairstead Road would be attended to when funding allowed.

10.42 **Councillors' Reports, including Village Hall and School Report**

SA reported that the railings outside Cornerways had been damaged and that she would be re-measuring the potholes in Fuller Street so that the Clerk could report them again. SA

TL was concerned about potholes in Ranks Green and he too would record the details for the Clerk to report. TL

IS commented on the new outside gym equipment in Witham which was similar to that which had previously been considered for Terling.

10.43 **Clerk's Report**

Hours worked in June: 65 Hours worked in July: 64¼

The Clerk asked for volunteers for the September and October Surgeries. HW and LS agreed to do the 4<sup>th</sup> September and PB and SM agreed to do 2<sup>nd</sup> October. HW, LS

The EALC's AGM will be held on Wednesday 29<sup>th</sup> September at Foakes Hall in Great Dunmow. PB, SM

10.44 **Football Field Project**

A letter had been sent to the Football Club on 7<sup>th</sup> July asking them to confirm their commitment to the project in order to take it further. No reply had been received. For the benefit of the members of the public present the Chairman explained that in order to obtain grant funding it was necessary for the Club itself to make the necessary applications. The Parish Council has funds ring-fenced for the project but it could not hold these reserves indefinitely. It was suggested that as the goal posts had been removed from the football ground at the very least the Parish Council might be able to supply new ones. The ground is still leased by the Football Club. The Clerk was asked to find out the cost of goal posts. JH

10.45 **School Green Project**

Covered under Agenda item 10.41 – Estate Liaison.

10.46 **Telephone Kiosks**

The Clerk reported that the cheque had been cashed and the new door was being made for

the Ranks Green kiosk.

10.47 **Terling Inn**

It was agreed that the notes taken by the Clerk at the Public Meeting held on 27<sup>th</sup> July should be published on the Parish Council's website and notice boards. JH

It was agreed that the Clerk should arrange a meeting between Danny Douglas of RCCE and those residents who had volunteered to form a working group. LS had volunteered and other Parish Councillors would try to attend. SM asked for the Parish Council to be kept informed of progress. JH

One issue raised at the Public Meeting was the question of using the Village Hall as a community bar facility. Councillors pointed out that this had been discussed in previous years and there had been much opposition to having alcohol stored on the premises. This raised many security concerns and it had previously been seen as undesirable.

10.48 **Playground Risk Assessment**

TL agreed to review the Playground Risk Assessment which is due. The Clerk gave him a copy of the recent ROSPA report. TL

10.49 **General Correspondence to Note**

10.50 **Any Other Business**

Cllr Galione had previously offered to look into the question of compulsory purchase of common land. The Clerk was asked to contact her to ascertain whether she had been able to find out any information.

There were reports of thefts of catalytic converters taken from cars in Terling.

10.51 **Date of Next Meeting, including committees**

Parish Council Meetings:

Tuesday 14<sup>th</sup> September 2010, Terling Village Hall, 7pm,

Tuesday 19<sup>th</sup> October, 2010 at Terling Village Hall, 7pm

Tuesday 14<sup>th</sup> December, 2010 at The Square & Compasses, Fuller Street, 7pm.

The meeting closed at 8:30pm