

**Minutes of the Meeting of Terling and Fairstead Parish Council held on 18th January 2011
at 7.00pm at Terling Village Hall**

Present: Mrs S McNamara (Chairman)
Mrs A Anderson
Mrs S Alder
Mrs P Bird
Mr R Dixon
Mr T Lewis
Mr I Smith
Mr D White
Ms H Wiseman
Mrs L Sime
Mrs J Halfhide (Clerk)
20 members of the public

ACTION

Apologies for absence: Margaret Galione, Colin Cutler

10.132 Meeting Open to the Public

Proposed draft plans, not yet submitted to Braintree District Council, for the redevelopment of The Rayleigh Arms into a small boutique hotel were presented and explained by the developer. The proposal includes 7 double ensuite bedrooms, a residents' lounge, a bar area open to non-residents, a 42 cover restaurant, a function room, 23 parking spaces and three four-bedroom houses located in one of two possible locations in the present car park. The plans were discussed at length and questions were taken from the floor. A lift, not shown on the present plans, would need to be added. It was suggested by the owners of the Terling Stores that the plans could be made available to view in the Stores. The Clerk agreed to make copies and arrange this so that the public could view them and be consulted.

JH

10.133 Minutes of Last Meeting

AA pointed out that under item 10.114 PC Corrigan has mentioned that Terling Ford was still being used by 4x4 drivers and that this was a constant problem. The minutes of the meeting held on 14th December 2011 were unanimously approved. It was proposed by HW and seconded by PB that the Chairman should sign a copy of the minutes as a true and accurate record.

10.134 Matters arising from the meeting

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

10.135 Declaration of Interests

None.

10.136 District Councillors' Reports

Cllr Galione's absence the Clerk read a report which had been submitted. The Saturday bus to Braintree is not getting much support and in view of the financial cuts it is important to keep this running if it is needed. The other Braintree bus and the Chelmsford bus are well used, but need watching. The refuse collectors did an excellent job over the Christmas period in spite of the bad weather. Households would be receiving a copy of the District Council's "Contact" magazine. In the latest edition residents are being asked to give their opinions on where cuts might have to be made. Cllr Galione urges people to respond to this.

10.137 Chairman's Report

The Chairman thanked HW, whose resignation would come into effect the next day, for all

her hard work on the Parish Council and to especially thank her for her work with the School and most recently for the Christmas Tree as part of the Tree Festival. The Chairman reported that the bus company had agreed to reimburse Daphne Parris the cost of taxis which had been necessary when the bus didn't run, but had not done so yet.

10.138 **Sub-Committees Reports**

Finance:

Copies of Receipts and Payments for the current financial year to date had been emailed by the Clerk to all Councillors. IS distributed his Receipts and Payments, Budget and Forecast sheet and graph, which he explained. He expected to have £40,000 in reserve at the year end.

The following cheques were approved for payment and were signed. All invoices had been checked against cheques. Proposed by AA and seconded by SA.

6th Jan 1374	Terling Village Hall - Room hire	£22.60
6th Jan 1375	Lord Rayleigh's Farms - Garage rental	£20.00
6th Jan 1376	ElliotPond Terling Stores - Internet café	£24.91
6th Jan 1377	A H Jiggins - Handyman Jobs, general Parish Work	£206.10
6th Jan 1378	E.On - Street Lighting	£34.88
6th Jan 1379	J Halfhide - Clerk's Expenses December	£146.44
6th Jan 1380	J Halfhide - Clerk's Salary December	£365.63
6th Jan 1381	HM Revenue & Customs - PAYE Tax	£91.40

The report on Effectiveness of Internal Audit was deferred to the March meeting, pending clarification on one issue which IS was dealing with. IS / JH

AA proposed that an events calendar be purchased for Terling Stores, costing £197 + VAT. Seconded by SA and unanimously agreed. It was hoped that CC would be able to use the information on this calendar on the Parish Council website. JH

AA proposed that a replacement seat for the Lappset playground rabbit rocker be purchased costing £52 + VAT. Seconded by SA and unanimously agreed. JH

Environmental & Footpaths:

LS asked the Clerk to provide her with a copy of the map with footpath numbers. JH

HW proposed that the lease be renewed with Lord Rayleigh's Farms for the garage rental at a cost of £20 per calendar month, seconded by PB. The Chairman was authorised to sign the lease. JH

Estate Liaison:

The Clerk was asked to write to Lord Rayleigh's Farms to express the Parish Council's gratitude for the recent vegetation clearance, making the village so much more attractive. JH

Health & Welfare:

The Clerk was asked to book a ROSPA playground inspection for May/June at a cost of £63 plus VAT. This expenditure was proposed by AA and seconded by SA, and was unanimously agreed. JH

IT & Publicity:

Nothing to report in CC's absence.

Planning & Highways:

The Clerk was asked to report the potholes outside The Old Dairy to Highways. ECC Highways had repaired this area previously, as they had a duty of care it was hoped they JH

would do so again. DW reported that the potholes in Fuller Street needed attention. The Clerk would also report these to Highways but would need to measure them first. JH

Lord Rayleigh's Farms is under contract with ECC Highways to snow plough in severe weather, but not to all parts of the Parish. The Clerk was asked to query whether Fuller Street could in future be included in this contract work. The Clerk was also asked to check the procedure for triggering the clearance of snow. The Estate was not able to start clearance until instructed to do so by Highways, and Highways could not instruct them until they had received complaints from the public, or the Parish Council. Was there an out of hours office number to contact Highways in such an emergency? The Clerk was asked to find out. JH

The Councillors asked the Clerk to invite an ECC Highways representative to attend a Parish Council meeting to discuss some of the outstanding Highways issues. JH

Despite their previous warning that they may not be able to do so, ECC Highways had refilled the salt/grit bins. Councillors had been emailed details of alternative salt suppliers, with costs, which the Clerk would keep on file should the situation of low salt supplies occur in the future. Highways had confirmed the Parish Council would be able to refill their salt bins with Parish Council purchased salt. Lord Rayleigh's Farms kindly offered suitable storage facilities if this was needed.

The redevelopment of The Nutshell, Fairstead Road, was discussed. RD agreed to draft a letter to Planning Enforcement. RD

A letter had been received from BDC Planning stating that no enforcement action would be taken with regards to The Windmill. The Clerk was asked to include this matter on the Agenda for the March Parish Council meeting. RD agreed to distribute some information for consideration prior to the meeting. RD

RD had reviewed the Essex Mineral Extraction Policy but had found no sites relevant to this Terling or Fairstead.

The Clerk reported that ECC Highways department had undergone reorganisation and their response to the reporting of issues was not as efficient as it could be. RD offered to meet with County Councillor Michael Lager and the Clerk would find out if he held surgeries. The Clerk was still chasing the missing depth indicator and "unsuitable for motor vehicles signs" for Terling Ford, promised by Highways in June 2010. JH/RD

On the HGV restriction in Birds Farm Lane, Highways were undertaking a Land Registry search to enable them to write to the landowners concerned to ask them to cut the vegetation back. The Clerk would continue to follow this up. JH

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

HW reported that Terling School would be keen to maintain its regular contact with the Parish Council after HW's resignation. The School were keen to get involved in some way using one of the old phone kiosks.

PB reported that the floor had been replaced in the small room at the Village Hall.

SA commented that many residents had been extremely helpful spreading grit salt in the snow. The Clerk was asked to do a note of thanks in the next edition of the Parish magazine. JH

TL reported that there had been two recent serious speed related road traffic accidents in Ranks Green.

10.140 **Clerk's Report**

Hours worked for December: 43½

The Clerk would be writing to Electoral Services advising them of HW's resignation and requesting that the Statutory Notice of a vacancy be prepared. JH

The Clive Marshall memorial bench for the playground was ready for installation when the weather improved.

10.141 **Football Field Project**

Lord Rayleigh's Farms had reissued the lease for the football field and it would be

reviewed by TL. SA proposed that, provided TL was satisfied with the lease, the Chairman should be authorised to sign on behalf of the Parish Council. This was seconded by AA and unanimously agreed. The Chairman was duly authorised to sign. TL

10.142 **School Green Project**

RD reported that the fencing to School Green would commence on Saturday 22nd January. The area to the side alongside Owls Hall would also benefit from the same treatment, and this had been approved by Lord Rayleigh. This would cost an additional £450 plus VAT. PB proposed that this work should be undertaken, seconded by IS. The Clerk was asked to inform the contractor. JH

10.143 **Terling Inn**

Further discussion then ensued regarding the plans previously presented for the redevelopment of The Rayleigh Arms. It was suggested that the Parish Council should seek professional advice and RD agreed to obtain quotes for this service. It was unanimously agreed that a Parish Council meeting should be called for 10am on Saturday 29th January at Terling Village Hall so that further consideration could be given to the proposal, and for the public to have an opportunity to give their opinions before reverting to the developer. JH

The letting of the Manager's accommodation at the pub was discussed, and RD agreed to draft a letter to Planning Enforcement in this regard. RD

Several Councillors had written to Priti Patel MP concerning the Early Day Motion 1009 for the Protection of Local Services (Planning) Bill which is to be debated in Parliament on 21st January 2011. Mrs Patel had replied confirming that she agreed with the points raised and she was in fact a co-sponsor of the Bill.

10.144 **Adoption of new Standing Orders**

New Standing Orders had been emailed to all Councillors. DW proposed that they be adopted with immediate effect. Seconded by AA and unanimously agreed.

10.145 **Adopted Phone Kiosks**

The Clerk had been asked to look at the whole issue of the five adopted phone kiosks following comments from residents that some were not working at all and some were working, but lit permanently, 24/7. A full report had been emailed to all Parish Councillors and the various options were discussed. It was felt that the cost of installing dusk to dawn sensors was prohibitively expensive, and the resultant cost saving minimal. Disconnection of each box was also prohibitively expensive. After much debate DW proposed that all five kiosks should be fitted with new low energy 9 watt anti-vandal bulk head lights which would make subsequent bulb changes easier as they would all be standardized. The cost of this would be £296.25 plus VAT. Seconded by TL and unanimously agreed. The Clerk was asked to expedite. JH

10.146 **General Correspondence to Note**

None.

10.147 **Any Other Business / Next Agenda Items**

The Village Design Statement needed to be published. CC had previously asked for assistance with the final stages and several Councillors offered assistance. CC

10.148 **Date of Forthcoming meeting**

Saturday 29th January 2011, at Terling Village Hall, 10am.

Tuesday 1st March, 2011, at Terling Village Hall, 7pm.

Tuesday, 5th April, 2011, at The Square & Compasses, Fuller Street, 7pm.

The meeting closed at 10pm

