

**Minutes of the Meeting of Terling and Fairstead Parish Council held on 2<sup>nd</sup> August 2011, at 7.00pm, in The Committee Room at The Square & Compasses, Fuller Street, Fairstead**

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**Present:** Mrs S McNamara  
 Mrs P Bird  
 Mr R Dixon  
 Mr I Smith  
 Mr D White  
 Mr T Lewis  
 Mrs L Sime  
 Mr R Hunt

Mrs J Halfhide (Clerk)  
 4 members of the public

ACTION

11.39 **Apologies for absence:** Apologies were received, and accepted, from Ann Anderson, Sheila Alder, PC Jason Corrigan, District Cllr Tom Cunningham

11.40 **Meeting Open to the Public.**

Mr Martin Render from The Community HeartBeat Trust gave a presentation on community public access defibrillation. Elsewhere in the country adopted BT phone kiosks have been used as housings for defibrillators in rural areas and this could be done in Terling and Fairstead. BT have an agreement whereby it covers the cost of electricity to the kiosk for seven years. The cost would be £1750 plus installation. A member of the community expressed a desire to donate some of the cost in memory of their mother.

11.41 **Minutes of Last Meeting**

TL proposed and RH seconded that the Chairman should sign a copy of the minutes as a true and accurate record. The minutes of the meeting held on 21<sup>st</sup> June 2011 were unanimously approved.

11.42 **Declaration of Interests**

None.

11.43 **District Councillors' Reports**

In Cllr Cunningham's absence Cllr Galione reported that the issue of rural broadband would be debated at the next full Council meeting. Cllr Galione believes there are likely to be fewer District Councillors in the future. There are plans to combine council services together but this comes with a guarantee that Council Taxes will not be increased. The amenity site in Witham will be closing only on Thursdays. The Friends of the Braintree Railway line are looking to name it. RD asked Cllr Galione to find out more information on commercial rates in Braintree which are to be collected by the District Council.

MG

11.44 **Chairman's Report**

Nothing to report.

11.45 **Sub-Committees Reports**

**Finance:**

Copies of Receipts and Payments for the current financial year had been emailed to all Councillors.

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

checked against cheques. IS proposed that the expenditure be approved, seconded by TL. Unanimously approved.

22nd June	1452	Terling Village Hall - Room hire	£11.30
22nd June	1453	Playsafely Limited - ROSA inspection	£90.00
22nd June	1454	Elliottpond Terling Stores - Internet café	£55.14
22nd June	1455	Acumen Wages Services – Payroll	£21.00
22nd June	1456	DW Jiggins - Handyman Jobs	£257.19
22nd June	1457	AH Jiggins - Handyman Jobs	£242.08
22nd June	1458	RCCE - Annual Membership	£55.00
4th July	1459	A H Jiggins - Handyman Jobs	£186.66
4th July	1460	DW Jiggins - Handyman Jobs	£452.24
4th July	1461	J Halfhide - Clerk's Expenses June	£143.81
4th July	1462	Earth Anchors Ltd - Dog Waste Bin	£130.38
4th July	1463	Barlow Tyrie - Bench Church Green	£503.93
4th July	1464	Ritz Inns Limited - Room hire	£12.00
4th July	1465	Information Commissioner - Notification fee	£35.00
4th July	1466	Braintree District Council - Returning Officer's Fees	£110.40
4th July	1467	J Halfhide - June Salary	£520.56
4th July	1468	HM Revenue & Customs – PAYE Tax	£131.43
4th July	1469	E.ON – Street Lighting	£34.88
24th July	1470	Lord Rayleigh's Farms - Playground Licence	£25.00
24th July	1471	Acumen Wages Services – Payroll	£21.00
24th July	1472	M G Howard - Internal Audit	£150.00
24th July	1473	Lord Rayleigh's Farms - Garage Rent	£20.00

IS would distributed his Receipts and Payments, Budget and Forecast sheet and graph for the year to date which he explained. There would be a small overspend but there are sufficient reserves to allow for this.

IS had carried out the first quarterly internal audit with the Clerk. There were no irregularities. The next audit would need to be carried out by another member of the Finance Committee in September and IS would prepare some documentation for this.

IS

DW proposed that expenditure be approved for £13 (£5 each plus p&p) under s.137 Local Government Act 1972 for book vouchers as prizes for the winners of the School Phone Kiosk competition. Seconded by LS and unanimously approved.

IS proposed renewal of lighting agreement with A&J Lighting Solutions on a three year contract at £53.25 per annum. Seconded by RD.

### **Environmental & Footpaths:**

Complaints have been received about dog fouling on public footpaths. The Clerk was asked to put a notice in the Parish Magazine and to ensure that an official BDC notice be erected at the site.

JH

The handymen had been unable to cut path Terling 25 with the tractor due to an obstruction. The Clerk was asked to report this to the PROW office as the Council would need to claim for strimming.

JH

### **Estate Liaison:**

Nothing to report.

### **Health & Welfare:**

- Playground Closure

In an effort to reopen the playground as soon as possible it was unanimously agreed that

the oak tree should be fenced off from the remainder of the playground and the existing access gate moved to effectively remove the tree from the Playground entirely. A temporary fence would be erected and the Clerk was asked to obtain quotes for a permanent solution. The slide and the roundabout would probably need to be excluded from the playground as they are considered to be too close to the tree; they would need to be moved in due course.

IS proposed that approval be given for expenditure for the arboriculturist's survey, £200 + VAT. Seconded by TL and unanimously agreed. The Clerk was asked to send a copy of the survey to Alex Dyke.

JH

Approval was given for up to £500 to be spent on temporary fencing – proposed by IS, seconded by LS and unanimously agreed.

Cllr Galione reported that the Children's Summer Activity Day held at Terling Village Hall had been a success and had been well attended.

### **IT & Publicity:**

SA had attended the Parishes Broadband Implementation Conference on 18<sup>th</sup> July and in her absence the Clerk read SA's report. It had been an informative evening, although mainly a sales talk by the Rural Broadband Partnership. RBP quoted examples of rural villages where they had installed wireless broadband (fibre-optic is too expensive). The set-up costs were roughly £100+ per household (depending on the number of households signing up to the scheme) then £10.99 per calendar month. It was not known how this would work in our geographically scattered parish. A fellow delegate said he would copy a paper he was writing to the Clerk. He believed it was possible to do this much cheaper. There are many unanswered questions. The Clerk was asked to forward the information to Colin Cutler, IT Adviser to the Parish for further consideration.

JH

DW reported that he would do further work on this, he did not think it would not cost £100 per household, but it could necessitate a mast which could cost £5,000. DW had followed up the petition by Terling residents who had expressed concerns about their broadband speeds. The speeds were found to be well within acceptable limits. However, parts of Fairstead, Fuller Street and Ranks Green had very poor speeds.

The Clerk was asked to request a usage report for the Internet Café by the next meeting.

JH

### **Planning & Highways:**

- Response from ECC Highways – Speed control measures New Road, Terling  
ECC Highways had responded that as part of the localism initiative requests such as this have to put before the Braintree Highways Localism Panel for consideration. Parish Councils have to make a full proposal, stating the problem, giving possible solutions, stating what is trying to achieve and to provide evidence that the scheme has the support of local residents (Parish Plan, Survey, Petition). The Panel meets quarterly (next meeting 6th October). RD agreed to put together a plan to go with a survey/petition setting forward suggestion for the community to consider and which could be placed in Terling Village Stores. The scheme could consist of road narrowing, or speed indicator devices.

RD

- Update on HGV Access, Birds Farm Lane  
SM, Cllr Galione, the Clerk and Alex Dyke had met Richard Myhill of Essex County Council Highways Department to explain the continuing issues and ramifications of the HGV restriction in Birds Farm Lane. Mr Myhill had subsequently emailed to request an on-site meeting.

- Planning Application 11/00904/FUL, Fairstead House Fuller Street  
Whilst the Planning Committee had no comment on this application it was unanimously agreed that the Clerk should respond to BDC Planning requesting that contractors' vehicles executing the works be parked within the property boundaries and that deliveries of materials only be permitted between 8am and 4pm. JH

- Planning Application 11/00876/CON & 11/00878/OUT, Terling Inn, Terling  
The Planning Committee expected this application to be refused on delegated powers by Braintree District Council. It was unanimously agreed that if this were not the case the Planning Committee would write to object to the application. LS and members of the Pub Working Group had visited the District Council to seek their view on the application. The deadline for comments had been extended to 16<sup>th</sup> August.  
No response had been forthcoming from Barclays and the Clerk was asked to write to Barclays' Chairman. JH

- Application for works to trees 11/00180/TPO, 10 The Estate Yard, Terling  
The Tree Warden had carried out an inspection and had provided a report on the mature lime. It was unanimously agreed that the Clerk should forward the report to BDC Landscape Services. JH

RD reported that the Estate were seeking the Council's support to extend the present village envelope under the Local Plan process for those former parishioners seeking a return to the village. The Estate had mooted selling plots to individuals rather than advancing a planned and comprehensive scheme. (The Estate was not considering expansion of the envelope land for affordable housing which present national policy guidelines permit). The triangle of land of approx 2.2 acres between Waltham Road and Hull Lane (the former apple packing shed area) was suggested. RD had advised that the BDC Strategic Plan was presently under review by the Planning Inspectorate and that it should be published in early autumn. Dependant on that BDC policy may stem specific site representations but the opportunity to enlarge the envelope under the local plan process may now only be possible in the one after the next plan period. It was important to note that the Estate would not promote this idea unless it had the support of the Parish Council. This was discussed at length. It was agreed that further consideration needed to be given to this, and the Clerk was asked to add the issue to the next full Parish Council meeting's agenda. JH

Concerns were raised about the mains stop valve on the green triangle at the top of Norman Hill. The Clerk was asked to contact Anglian Water. JH

Norman House, Terling had reapplied for planning permission. The Planning Committee had been pleased to see that the size had been reduced, and the planned house had been moved away from the boundary. Drainage issues had been highlighted and it was hoped these would be taken in consideration.

Helston, Braintree Road, Terling (planning permission 06/02341/FUL)  
Concerns had been raised about external lighting and the position of the new walled entrance so close to the Highway. RD would look into this. RD

TL reported that the safety barrier repair at Ranks Green, originally reported to ECC Highways in January had still not been carried out. The Clerk had been told this was due to the fact that Highways had deemed it of low priority and they would need to apply to close to the road. Months ago the repairs had been marked out in the road by a Highways Representative who had taken the best part of a day to do the work. The Clerk had chased this on numerous occasions and County Councillor Michael Lager had also been made

aware. The Council was unanimous in its agreement to now involve Priti Patel MP and the Clerk was asked her invite her to a future Parish Council meeting.

JH

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

PB had spoken to Cllr Galione about possible funding for improvements for the Village Hall car park. The drainage would need improving initially, planning permission would be needed for the car park.

Several comments had been received about the unsightly scaffolding on School Green supporting the school's summer fete banner. Had permission been sought for this and was planning permission necessary? LS confirmed that permission had been given by the landowner.

Complaints had been received from residents about the minibuses and trailer parked outside Coronation Cottages making passing on that corner difficult.

11.47 **Clerk's Report**

Hours for June: 61½ (of which 11½ Cilca)

Hours for July: 64¾ (of which 20¼ Cilca)

The Clerk read a Police report:

There have been two incidents of theft since the last meeting on 21st June. The first was an attempt to remove Lead from the Church roof and the second was theft of some insecure and unattended copper pipe from New Road. The Police continue to patrol in the area of the All Saints Church and The Dismals due to previous problems highlighted by the Parish Council. Residents should be reminded that they should ensure their homes are secure at all times. The new non-emergency number for residents in the Essex Police area is 101 or 07974 457258 for the neighbourhood policing phone. The next Neighbourhood Action Panel meeting is scheduled for 7pm Wednesday 10th August at White Notley Village Hall.

The BDC Localism Summit is being arranged for 22nd September. Full details and venue to be confirmed.

The new dog waste bin has been installed between Flacks & Gambles Green

11.48 **Councillor Vacancy**

The statutory notices advising of a Casual Vacancy had been erected. The Parish Council would be free to co-opt after 15<sup>th</sup> August.

11.49 **Proposal to give Delegated Powers to the Planning Committee**

It was proposed by LS, and seconded by IS that the Planning Committee should be given delegated powers. This was unanimously agreed. The Planning Committee would continue to call full Parish Council meetings for contentious issues, and for those needing the canvassing of the community. The Standing Orders would be amended at the next review.

11.50 **Football Pitch**

The Clerk had received quotes from contractors to mark out the pitch. This would cost £80 + VAT for marking out (1st visit) then £40 each marking thereafter. The pitch in its current state is unplayable and needs at least £1,200 spent on it to bring it up to a playable standard, for even the most basic kick around. The contractors commented that, in their opinion it would not be worthwhile to mark the pitch out in its present condition. SM had not heard back from the Football Club, despite trying to contact them on several occasions.

RH had carried out a detailed feasibility study of a new site for the football pitch as well as

bringing the existing pitch up to a playable standard for the Club to use. In RH's opinion the cost of more permanent facilities would be in the region of £50,000 to £75,000 and the pitch needs two to five thousand pounds spending on it. RH had met with Alex Dyke about the possibility of the Estate having other land on which to site the pitch, the most favoured being between the swimming pool and the cricket pitch. Following conversations with the Essex F.A., various Sports Field Contractors and some freelance fund raisers the opinion is that a new pitch would cost between £25,000 and £50,000 subject to specification. There are grants available and some fundraisers showed interest in helping on a commission basis. Money would also need to be spent on either, subject to agreement, upgrading the facilities of either the Cricket Pavilion or perhaps the changing rooms in the swimming pool.

There appears no enthusiasm from the players, and the Council needs to decide whether a football team in Terling is worth pursuing. To maximise grants it is necessary to demonstrate we are encouraging young people into the game and have a number of youth teams. We would need to find someone who is prepared to start and manage a number of teams, which may be difficult given the size of the village.

The Chairman thanked RH for his efforts. LS mentioned it might be worth getting the Council on the Open Spaces list, certainly grants were available, and Greenfields in the past had been a possible funding source. LS agreed to investigate further.

LS

After much discussion it was agreed that the Council needed to find out the wishes of the community, there seemed to be an apathy in the village and particularly from the Club.

The Clerk was asked to put a notice in the Parish Magazine accordingly.

JH

The Clerk was asked to write to BAA who had previously mentioned they had funding available for community projects.

JH

#### 11.51 **Village Design Statement (VDS)**

The Chairman had contact Colin Cutler about the necessity to get the VDS published. He had replied that he needed assistance with some sections and it was agreed that the Chairman would arrange a meeting to assist in getting it completed.

SM

#### 11.52 **HM The Queen's Diamond Jubilee 2012**

The organizers of the Terling Tournament had been approached and they felt they did not wish to be involved in organizing an event, combined with the Tournament, to celebrate the Queen's Diamond Jubilee.

The Clerk was asked to advertise for volunteers to come forward as time was rapidly running out. Did the community want to arrange anything or not?

JH

BDC have set aside a commemorative oak tree for each and every Town and Parish to celebrate the Jubilee.

#### 11.53 **Old BT Phone Kiosks**

SA had met Maria Rumsey and she confirmed that the school would be happy to put articles and artwork by the children in a telephone box if the Parish Council put a suitable notice board inside. They would probably be able to replace the work a couple of times per year, depending on the projects being completed by the pupils. SA had said that the Health & Welfare Committee would liaise and help with the display if that is what the Council wish.

Consideration and discussion of the installation of defibrillator would be deferred until the next meeting. The Clerk was asked to find out more information with regard to installation costs.

#### 11.54 **Tudor House, Terling: Noticeboard**

The Clerk was asked to get a quote for the making of a suitable noticeboard for Tudor House wall, subject to Lord Rayleigh's agreement .

11.55 **Risk Assessment Review – Playground**

The Risk Assessment is due on 10<sup>th</sup> September.

11.56 **General Correspondence to Note**

Priti Patel MP had written to the Clerk to say she had written to the Chief Constable of Essex Police regarding the spate of thefts affecting All Saints Church.

11.57 **Information Exchange / next agenda items**

MG offered to assist in finding out the route of the Olympic Torch Relay, and whether it would be possible to bring influence to get it to come through the Parish.

MG

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

Parish Council Meeting: Tuesday 6<sup>th</sup> September, 2011, 7pm Terling Village Hall

Parish Council Meeting: Tuesday 18<sup>th</sup> October, 2011, 7pm Terling Village Hall

Parish Council Meeting: Tuesday 6<sup>th</sup> December, 2011, 7pm, The Square & Compasses

**The meeting closed at 10:10pm**