

Minutes of the Meeting of Terling and Fairstead Parish Council held on 28th February 2012, at 7.00pm, at Terling Village Hall

Present: Mrs S McNamara
 Mrs P Bird
 Mr R Dixon
 Mr T Lewis
 Mrs A Anderson
 Mrs S Alder
 Cllr T Cunningham

Mrs J Halfhide (Clerk)
 5 members of the public

ACTION

- 12.149 **Apologies for absence:** Apologies were received, and accepted, from Cllr Margaret Galione and Darren White.
- 12.150 **Meeting Open to the Public**
 Alex Dyke reported that the Estate was concerned about the increasing number of vehicles being parked on Gambles Green and asked the Parish Council whether it felt measures should be taken to prevent this. After discussion it was agreed that it would be desirable to prevent vehicles parking on the Green and suitable measures should indeed be taken. It was noted that in the heavy February snowfalls the Council Council's new system to mobilise snowploughs had worked effectively.
- 12.151 **Minutes of Last Meeting**
 TL proposed and SA seconded that the Chairman should sign a copy of the minutes as a true and accurate record. The minutes of the meeting held on 17th January 2012 were unanimously approved.
- 12.152 **Declaration of Interests**
 SA declared a personal interest in agenda item 12.155 – Approval of grant for the Always Welcome Club.
- 12.153 **District Councillors' Reports**
 Cllr Cunningham mentioned that SA had been in contact with Cllr Galione about the provision of rural broadband. Cllr Galione would be speaking to BDC and ECC. SA pointed out that there was only a very limited broadband service in Fuller Street and Fairstead, as well as a very poor mobile phone service. Black Notley had expressed a desire to reinstate Cluster Meetings and Cllr Cunningham offered to assist in the organisation.
- 12.154 **Chairman's Report**
 Nothing to report.
- 12.155 **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 SA and unanimously approved:-

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|----------|------|---------------------------------------|---------|
| 17th Jan | 1511 | A H Jiggins - Handyman Jobs General | £23.93 |
| 17th Jan | 1512 | Acumen Wages Services – Payroll | £21.00 |
| 3rd Feb | 1513 | DW Jiggins - Handyman Jobs | £147.11 |
| 3rd Feb | 1514 | HM Revenue & Customs - PAYE Tax | £101.00 |
| 3rd Feb | 1515 | J Halfhide - Clerk's Salary January | £454.21 |
| 3rd Feb | 1516 | Acumen Wages Services – Payroll | £21.00 |
| 3rd Feb | 1517 | J Halfhide - Clerk's Expenses January | £227.92 |
| 3rd Feb | 1517 | Lord Rayleigh's Farms - Garage Rent | £20.00 |
| 21st Feb | | D debit - BT- Clerk's Phone Line | £63.87 |

IS proposed an increase of the Clerk's salary by two Spinal Column Points on her passing CiLCA. Seconded by RD. Unanimously agreed. JH

SA proposed an increase of the monthly payment to the Clerk for home utilities/office space to £47.50 from 1st April 2012. Seconded by IS. Unanimously approved. JH

TL proposed an increase in hourly rate of pay for the handymen to £8.62 for general work (P3 work remains unchanged) from 1st April 2012. Seconded by SA. Unanimously agreed. JH

RH proposed a grant of £200 be awarded to the Always Welcome Club for Coach Hire for their annual outing. Seconded by IS. Unanimously agreed. JH

RS proposed that an 8' bench be replaced costing £885.42 ex VAT. Seconded by PB. (It was agreed that the old plaque be replaced and a new one alongside be made to mark the Queen's Diamond Jubilee.) JH

PB proposed that the office chair for internet café be replaced costing £39.99 ex VAT. Seconded by SA. Unanimously approved. JH

12.156 **Environmental & Footpaths**

TL had met with Paul Humphreys about footpath 17 in Ranks Green. Three way marker posts had been replaced. (Mr Humphreys had also kindly offered to provide storage facilities for grit salt if required in the future.)

12.157 **Estate Liaison**

An ash sapling between the swimming pool and the tennis courts would be removed to maintain access. It was noted that the Estate had taken the decision to exit from diary farming. The likely closure of the Hatfield Peverel dairy had been a contributory factor.

12.158 **Health & Welfare**

Nothing to report.

12.159 **IT & Publicity**

Nothing to report.

12.160 **Planning & Highways:**

Rayleigh Arms - the future of the present site was discussed at length. LS updated the Council on recent discussions between the Pub Working Group and the pub owner. The Chairman expressed the Council's continuing gratitude to the Pub Working Group.

The Windmill, Terling - There had been no further word from BDC. RD would give consideration as to the next step. RD

Speed control measures New Road, Terling – RD reported he was still working on this. RD

Open Spaces – Action Plan – The Chairman had attended a BDC Planning Course led by Tessa Lambert. It would be necessary to update the Register for Open Spaces. The papers RD/PB/
RH

were handed to the Planning Committee for action

Terling Ford – The Clerk had received a reply from the Environment Agency who had explained the matter was the responsibility of the riparian owners. It was believed this was either the Estate or ECC Highways. Alex Dyke kindly agreed to check and would revert. The idea is to install posts to prevent 4x4s driving over the grass. If it was not Estate land the Clerk would write to ECC Highways. JH

A planning application (ex Agenda) 12/00205/FUL had been received for the erection of an oak framed pergola to the rear of Oakwrights Hall, Braintree Road. The Planning Committee would respond under its delegated powers. RD/PB/
RH

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

TL reported that the residents of Ranks Green would be holding a litter pick in early March.

SA reported that there had been a litter pick in Fuller Street and that Highways had been contacted about the overhanging vegetation outside Orion's Scaffolding yard. Ownership of the land would need to be ascertained before enforcement action could be taken.

PB suggested that in an attempt to clear litter from the Parish approach roads BDC be asked if they could arrange to deploy their teams. The Clerk would contact them. JH

The future of Terling Tennis Club was discussed. The Clerk was asked to invite Dominic Simpson to the next Parish Council meeting. JH

12.162 **Clerk's Report**

Clerk's hours worked in January: 53.5

Farleigh Hospice had approached the Parish Council with a view to arranging a fund raising Open Gardens event in the Parish. It was agreed that the Gardening Club should be approached to see if they would like to arrange this. The Parish Council would be willing to give support to the event. JH

12.163 **Councillor Vacancy – Co-option**

The vacancy was still open.

12.164 **Football Field**

LS reported that she had secured a grant from ECC's Big Society Fund of £7500 for improvements to the pitch and changing facilities. A condition of the grant is that it needs to be spent prior to 31st March 2012. In view of the urgency, two quotes would urgently be obtained by LS for the commencement of the ground works and LS would contact ECC to ascertain whether the grant could be used for the initial ground works (and installation of the goal posts) which are necessary to bring the ground up to a "knock around" standard. LS
A Parish Council meeting would be called in early March to discuss this further and to approve the expenditure. JH

The Chairman thanked LS for all her hard work in securing the grant.

12.165 **Village Design Statement (VDS)**

Colin Cutler presented the Council with a draft of the VDS for Councillors' comments (as it had been commissioned by the Parish Council). He would email a .pdf file to the Clerk for distribution. ALL
CC hoped to meet with Lord Rayleigh to discuss the historical section. It would then be submitted to BDC for approval. The Chairman reported that at a recent meeting headed by Tessa Lambert it was confirmed that village design statements are definitely taken into account by BDC when considering planning applications.

- 12.166 **Adoption of New Standing Orders and Financial Regulations**
 The Standing Orders and Financial Regulations had been reviewed by the Finance Committee and the amended documents had been forwarded to all Councillors by email for consideration. SA proposed that both documents be formally adopted by the Parish Council. Seconded by IS. Unanimously approved. The Clerk would ensure that copies were available for viewing on line. JH
- 12.167 **Review: Management of Football Field – Risk Assessment**
 TL had carried out a review of the management of the Football Field. The next review date would be February 2013. TL
- 12.168 **Review: Clerk’s Home Working Health & Safety Assessment**
 TL had carried out a review of the Clerk’s Home Working Health and Safety Assessment. The next review date would be February 2013. TL
- 12.169 **Queen’s Diamond Jubilee: Road Closure**
 LS had been approached about the possibility of arranging a road closure for a street party in Terling. The Clerk had provided details of who to contact at ECC Highways as it was felt it would be more efficient for the organizers themselves to deal direct with Highways.
- 12.170 **General Correspondence to Note**
 None.
- 12.171 **Information Exchange / next agenda items**
 The molehill problem on Church Green was discussed.
- 12.172 **Date of Next Meeting, including committees**
 Parish Council Meeting: Tuesday 6th March 2012, 7:30pm, Terling Village Hall
 Parish Council Meeting: Tuesday 17th April 2012, 7pm, The Gallery Room at The Square & Compasses, Fuller Street
 Annual Parish Meeting: Tuesday 22nd May 2012, 7pm, Terling Village Hall, followed by Annual Meeting of Parish Council at approximately 7:30pm.

 The meeting closed at 9:10pm.