

Minutes of the Meeting of Terling and Fairstead Parish Council held on 31st July 2012, at 7.00pm in The Gallery Room at The Square & Compasses, Fuller Street, Fairstead

Present: Mrs S McNamara Mrs A Anderson
 Mr R Dixon Mr T Lewis
 Mrs L Sime Mr D White
 Mrs P Bird Mrs S Alder
 Mr R Hunt Mrs J Cook
 Cllr T Cunningham Mrs J Halfhide (Clerk)
 2 members of the public

ACTION

12.55 **Apologies for absence:** Apologies were received, and accepted, from Ian Smith and Cllr Margaret Galione.

12.56 **Meeting Open to the Public**

The old BT phone kiosk in Fuller Street, used as an Essex Way Information Point, is in need of maintenance. The Clerk would ask the handymen to attend to it.

JH

A fraudulent objection comment on the Parish Council's planning application for the changing cabin at the Recreation Ground had been posted on BDC's website. At the request of the gentleman concerned the comment was eventually removed and disregarded by the Planning Department but concern remained as to how this libellous comment could have been allowed to have been posted in the first instance. BDC were investigating to find the IP address of the perpetrator.

12.57 **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 29th May 2012 were unanimously approved.

12.58 **Declaration of Interests**

None.

12.59 **District Councillors' Reports**

Cllr Cunningham reported on Essex County Council's review of street lighting in Essex. ECC are seeking comments via BDC on their proposals to limit street lighting to thus reduce light pollution as well as costs. The scheme has been piloted in Maldon and Uttlesford and it was found that anti-social behaviour was in fact reduced. Whilst all the street lighting in Terling and Fairstead is run by the Parish Council, comments would still be welcomed.

12.60 **Chairman's Report**

The Chairman welcomed Mrs Julia Cook as a new Councillor.

12.61 **Finance**

Copies of Receipts and Payments for the current financial year had been emailed to all Councillors. In IS's absence the Clerk distributed his Receipts and Payments, Budget and Forecast sheet and graph for the year to date which was discussed.

The following cheques were approved for payment and were signed. All invoices had been checked against cheques. PB proposed that the expenditure be approved, seconded by RH and unanimously approved:-

26th June	1624	M Howard - Internal Audit	£150.00
26th June	1625	Wicks Coaches - Always Welcome Club Outing	200.00
26th June	1626	UK Power Networks – Electric connection rec. ground	£1304.86
4th July	1627	A H Jiggins - Handyman Jobs	£438.42
4th July	1628	D W Jiggins - Handyman Jobs	£72.62
4th July	1629	Terling Village Hall - Hall Hire	£34.80
4th July	1630	J Halfhide - Clerk's Expenses June	£28.21
4 th July	1631	Lord Rayleigh's Farms - Playground Licence	£25.00
4th July	1632	Electric Fence Centre - Rabbit Fencing	£2400.00
4th July	1633	Lord Rayleigh's Farms - Garage Rent	£20.00
4th July	1634	J Halfhide - Salary & Office Allowance	£599.48

The Clerk and RD would arrange the internal audit for the quarter to 30th June 2012 after the figures had been prepared by IS.

IS / JH

12.62 **Environment & Footpaths**

The P3 grant had now been agreed for 2012-13 for £1325.95 which incorporated the strimming rather than cutting of Fairstead 1. TL reported one path in Ranks Green which needed to be cut, the Clerk believed it was not on the agreed cutting schedule and would approach P3 for permission to cut it if necessary. TL to provide the Clerk with photographic evidence to support the request.

JH / TL

PB commented that footpath Terling 17 needs improved signage behind the Windmill. The Clerk would seek approval from P3.

JH

12.63 **Estate Liaison**

BDC had approached Lord Rayleigh requesting that three Terling properties be renamed. All the usual fees for this would be waived if the procedure were to be carried out now. The reason appeared to be that the Royal Mail were having difficulty locating them. The tenants, however, were not aware of any problems. Lord Rayleigh was interested to know if the Parish Council had any views. After discussion, the Council agreed that provided Lord Rayleigh and the tenants were happy with the status quo there was no reason to change what had been in place for a considerable length of time.

12.64 **Health & Welfare**

The second ROSPA inspection had been carried out on 29th June but despite numerous attempts by the Clerk to obtain the revised report it had not been forthcoming. The Clerk would continue to chase and would withhold payment of the invoice for the time being. Dr Grew had retired and a letter of appreciation would be sent to wish him well.

JH

12.65 **IT & Publicity**

Nothing to report.

12.66 **Planning & Highways**

Ex-Agenda items for Councillors information only:

RD reported that an application for The Nutshell, Fairstead Road, had just been resubmitted for two detached properties. The plans were not yet available but when they were the Planning Committee would revert under their delegated powers.

RD reported that the Planning Committee had responded under its delegated powers on application: 12/00767/FUL Terling Hall Farm, PV Solar Array. RD and PB had visited the site which they felt had been sensitively located. The Council had written in support of the application. An application had just been received for a development in Fuller Street, outline planning permission on the present Orion Scaffolding site. Again, the Planning Committee would respond under their delegated powers.

BDC had asked the Council to look again at the question of whether there should be a

Village Envelope around Fairstead. This had already been considered. BDC officers were not in favour of this due to the unsustainable location and lack of services in Fairstead. It would also be difficult to draw an Envelope without including large areas of open countryside. The Planning Committee would look again at this issue and respond under its delegated powers.

- BDC Planning Website Comments and Misrepresentation of Comments

Further to the comments raised earlier on the Agenda the Planning Committee expressed deep concern as to the process at BDC for the publishing of the public's comments on planning applications on the Planning website. This recent incident highlighted the weakness in the system which raised questions as to the validity of the whole public consultation process. Cllr Cunningham offered to follow this up on the Council's behalf. RD would consult with NALC and draft a formal letter of complaint.

RD

- Terling Ford

RD and the Clerk were looking at options to protect the area around Terling Ford.

JH

- The Windmill, Terling

The Clerk was still trying to contact the County Millwright for his opinion.

JH

- Public Open Space Improvements

RD would be looking at this District wide initiative to register all public open spaces within the Parish. RD would liaise with BDC and would keep the Clerk informed.

RD

12.67 **Councillors' Reports, including Village Hall Report, School Report and Church Liaison**

TL had surveyed potholes in Ranks Green and the Clerk would report them to Essex Highways.

JH

PB had received a number of comments from residents, but all had already been dealt with. DW reported that speed limit signage in Fuller Street was obscured. The Clerk would report to Highways.

JH

12.68 **Clerk's Report**

The Clerk's hours for June were 64¼.

The Parish Council was no longer required to cut the grass at Fairstead Church.

12.70 **New Register of Members' Interests**

Councillors completed and signed new Register of Members' Interests forms which would be lodged with BDC along with the new Code of Conduct.

JH

12.71 **Recreation Ground**

LS confirmed that Planning Permission for the changing cabin had been granted on 31st July. She would contact the supplier of the unit to place the order immediately. RH pointed out that the unit must be the version without the storage tanks. LS confirmed this. LS reported that most the electrical work had been completed and a metal housing would be necessary for the meter. Approval for this expenditure had already been approved. LS would provide TL with delivery details for the changing cabin and TL would ensure that all health and safety aspects would be considered to ensure safe delivery and installation. A Recreation Ground Committee was formed to manage the project forthwith. LS, TL and JC kindly agreed to form the Committee and would meet to progress a Management Plan (a requirement of the Planning Permission). A press release would be prepared. The goals posts have been installed.

LS TL JC

DW proposed that approval be given for the expenditure of £95.60 + VAT + carriage £15 be approved to purchase a set of goal net supports. Seconded by SA. Unanimously

approved.

JH

DW proposed that approval be given for the expenditure of £295 +VAT + carriage £24 be approved to purchase a line marker. Seconded by SA. Unanimously approved.

JH

TL had prepared a Risk Assessment to replace the 'Management of the Football Field' document. TL advised that as this is a new venture for the Parish Council close monitoring during the first year is advisable, risks will be reassessed if they arise. Further assessments will be made as and when necessary. Once the ground is in regular use it will be necessary for the Council to arrange weekly inspections to ensure a safe and clean environment is maintained. The Chairman thanked TL for his work on the Risk Assessment.

Alex Dyke confirmed that Lord Rayleigh's preferred option for screening the new changing cabin was for management of the existing vegetation rather than further planting. The team had had their first practice session at the pitch and had offered to infill some areas which still needed attention.

It was noted that it might be advisable to employ a mole eradicator at the recreation field from time to time. The question of access to the car park was discussed. This would be added to the Management Plan in due course.

12.72 The Queen Elizabeth II Fields Challenge

RD reported on this initiative being led by The Duke of Cambridge which aims to safeguard hundreds of outdoor recreational spaces in perpetuity for future generations in celebration of the Diamond Jubilee and as a permanent tribute to Queen Elizabeth II. The Clerk believed a qualifying criteria was that the site must be owned by the organisation putting the field forward to become a Queen Elizabeth II Field. Otherwise evidence of a long lease was required. The current licence for the Recreation Ground was for one year. RD offered to look further at this.

RD

12.73 Rayleigh Arms

Nothing to report from the Working Group. 'The Pub is The Hub' representatives had been in touch with the Chairman.

12.74 Village Design Statement

The VDS had been forward to Lord Rayleigh for his comments. The Clerk was asked to arrange a date in October/November for the final VDS to be presented to the Community at Terling Village Hall. The Clerk was asked to contact Colin Cutler to arrange this and to confirm a date which would then need to be published.

JH

12.75 General Correspondence to Note

None.

12.76 Information Exchange / next agenda items

None.

12.77 Date of Next Meeting, including Committees

Parish Council Meeting: Tuesday 18th September, 7pm Terling Village Hall

Tuesday 6th November, 7pm Terling Village Hall

Tuesday 11th December, Gallery Room at The Square & Compasses, Fuller Street, Fairstead.

The meeting closed at 8:55pm