

Minutes of the Meeting of Terling and Fairstead Parish Council held on 2nd April 2013, at 7.00pm in The Gallery Room at The Square & Compasses, Fuller Street, Fairstead

Present: Mrs S McNamara Mr R Dixon
 Mrs P Bird Mr T Lewis Cllr M Galione
 Mrs S Alder Mr R Hunt Mrs J Halfhide (Clerk)
 Mrs L Sime Mrs A Anderson 4 members of the public

ACTION

- 13.190 **Apologies for absence:** Apologies had been received, and were accepted, from Mr Ian Smith and Mrs Julia Cook
- 13.191 **Meeting Open to the Public**
 Essex Highways had received complaints from members of the public about the pub signs on the corner of Boreham Road and the Road to Fuller Street. The issue had not been brought to the Parish Council's attention but it was pointed out that this area fell outside the Parish Boundary and was in fact in the Parish of Great Leighs.
- 13.192 **Minutes of Last Meeting**
 TL proposed and AA seconded that the Chairman should sign a copy of the minutes as a true and accurate record. The minutes of the meeting held on 19th February 2013 were unanimously approved.
- 13.193 **Declaration of Interests**
 SA declared a non-pecuniary interest as a member of The Always Welcome Committee and SM declared a non-pecuniary interest as a member of Terling Bellringers.
- 13.194 **District Councillors' Reports**
 MG enquired if all Councillors had seen the response to the Council's query with regards to glass recycling in the District. Doorstep glass collection was not viable on cost grounds.
- 13.195 **Chairman's Report**
 Nothing to report
- 13.196 **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. PB proposed that the expenditure be approved, seconded by SA and unanimously approved:-
- | | | | |
|----------------------|------|---|---------|
| 18th Feb | 1697 | TMC Pest Control -Mole removal | £90.00 |
| 18th Feb | 1698 | A H Jiggins - Handyman Jobs | £145.77 |
| 18 th Feb | 1699 | D Church Boiler Services - Plumbing repairs | £80.00 |
| 28th Feb | 1700 | Braintree Association - Annual Subscription | £18.00 |
| 28th Feb | 1701 | J Halfhide - Clerk's Expenses Feb | £18.51 |
| 28th Feb | 1702 | Terling Village Hall - Room hire | £61.50 |
| 28th Feb | 1703 | Terling Village Hall - Room hire | £29.00 |
| 1st Mar | 1704 | J Halfhide - Salary & Office Allowance | £604.80 |
| 1st Mar | 1705 | HM Revenue & Customs - PAYE Tax | £181.71 |
| 1st Mar | 1706 | Lord Rayleigh's Farms - Mole removal Rec | £54.00 |
| 1st Mar | 1707 | Lord Rayleigh's Farms - Grass cutting Rec | £540.00 |

- Review of Clerk's Contract and Salary. SM explained the Finance Committee had met and recommended an increase of one spinal point to SPC21 effective 1st April 2013. Proposed by SA, seconded by RH and unanimously approved. Duly approved.

- Requests from Village Organisations for funding
The Always Welcome Club – request for £220 towards coach hire for summer outing. Proposed by AA, seconded by RH and unanimously agreed. Duly approved.

The Terling Bellringers would be seeking a contribution towards the refurbishment of hand bells in due course.

The Clerk had renewed the Street Cleansing Agreement with Braintree District Council. The grant for 2013-14 will be £712.47, including an inflationary increase of 2.2%.

13.197 **Environment & Footpaths**

TL reported there had been no new developments on the slurry pit in Ranks Green and that the Environment Agency were monitoring the situation. No action was required from the Council.

It was confirmed that horse riders seeking access to permitted paths (other than official Bridle Paths) on Lord Rayleigh's Estate would need to seek permission direct from the Estate.

The Clerk was asked to report a missing bridleway sign in Fairstead to the PROW office.

JH

13.198 **Estate Liaison**

Nothing to report.

13.199 **Health & Welfare**

SA, AA and the Clerk had met and reviewed the draft 37 page Emergency Plan for the Parish as suggested out by the District Council. SA summarized the present situation and explained what would be required if the document were to be completed according to the guidelines given. It was felt that due partly to the large geographical area and the nature of the Parish this was unnecessary and that a looser approach was preferred. SA and AA recommended contact points be updated, a telephone 'tree' be established and emergency contact number published. Each of the settlements within the Parish should have its own muster point. The Emergency Plan would need updating annually and would be published on the website with the emergency contact numbers available on the Parish noticeboards. This was discussed at length and it was agreed that SA and AA should proceed on this basis.

SA/AA

13.200 **IT & Publicity**

The Clerk reported that the internet café was now working properly and the Chairman wished to record thanks to Colin Cutler for his help.

The Clerk reported that she and AA would be attending a BALC meeting on 3rd April at Causeway House to learn more about the Essex Superfast Broadband Project. The Clerk hoped Mr Nick Shuttleworth, Technology Development Officer at Essex County Council, would be able to attend the Annual Parish Meeting on 21st May at which he would be able to address the Council and interested members of the community on the Superfast Broadband Project.

The Clerk would advertise this meeting and especially aim to target residents in Fuller Street and Fairstead where currently no broadband exists. SA and TL offered to leaflet drop houses.

13.201 **Planning & Highways**

- Terling School - Community Speedwatch update. Insufficient volunteers had come forward to enable the Parish Council to progress speed control measures for New Road. It

was noted that the school would be discussing the issue with the parent forum. Parking on double yellow lines at the junction of The Street and New Road was still causing safety concerns.

- 13/00057/TPO Works to tree with a Tree Preservation Order, 2 The Estate Yard, Terling
The Tree Warden would be making an inspection visit.

Ex-Agenda: Application 12/01047/OUT – Demolition of buildings and external storage and erection of two detached dwellings with garages in Fuller Street. It was noted that an appeal had been lodged via the Planning Inspectorate following BDC's refusal of the initial application. The Planning Committee would consider and respond accordingly under its delegated powers.

RD/PB/RH

RD and SA had been working on the list of Parish assets which could be registered in the Community Assets Register under new legislation. This was discussed and it was agreed that it would be necessary to meet with all the owners of the assets before deciding which assets should be registered.

RD had noted that some Councils were downgrading some rural 'highways' to 'green lanes/byways' and in so doing would not therefore be responsible for maintenance and repair of potholes, etc. The Clerk was asked to enquire via Cllr Lager whether this was something Essex was considering.

JH

The Clerk was asked to again report the very bad state of the road from Ranks Green to Westocks which was in need of major repairs.

JH

13.202 **Recreation Ground**

LS would be obtaining quotes to increase the power supply in an attempt to get more of the showers operational.

LS

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

SA would be carrying out a Litter Pick in Fuller Street.

SM had approached the PCC about the poor state of repair of the path leading to All Saints Church. This was not the responsibility of the PCC.

13.204 **Clerk's Report**

Clerk's hours for February - 65 and March - 58.

Sue Gore had offered to run a CPR training session for the community if the Parish Council wished. It was unanimously agreed that this would be an excellent opportunity to teach CPR to the wider community. The Clerk was asked to arrange.

JH

The Clerk was still trying to find out the situation with regards to the post box in Fairstead which had been removed. She was getting conflicting information and had written to the Area Collection Manager.

The Clerk has arranged a litter pick for Terling, meeting at 10am at Terling Village Hall on Saturday 6th April.

A letter had been received from The Local Government Boundary Commission announcing the start of the electoral review for Braintree. Representations must be made by 7th May. The Chairman was given the paperwork and would draft a response.

13.205 **Village Design Statement**

The Awards for All grant application had not been successful, but Jan Cole at RCCE had advised a resubmission. RD agreed to look into this.

RD

- 13.206 **Terling Ford**
Nothing to report.
- 13.207 **Review of Health & Safety Policy**
TL had conducted a review of the Health and Safety Policy.
- 13.208 **Terling Inn**
The Council noted the pub was in the hands of Law of Property Act Receivers, Messrs Eddisons. SM commented that The Pub is the Hub group had been in touch with her and offered assistance should the Council require it.
- 13.209 **Debate on Council's response to Lord Rayleigh's notes concerning Terling Inn**
Lord Rayleigh's notes, which had been distributed by email, were discussed and it was unanimously agreed that the Chairman should send a letter of support to Lord Rayleigh encouraging him to acquire this asset to return the pub and its continued certainty of operation for wider community use. It was felt that as community engagement previously conducted indicated that a modest form of enabling development would be welcomed the Council would be willing to support this. It was felt that there were perhaps some misunderstands in other areas of the Council's handling of some issues which needed to be addressed. SM
- 13.210 **General Correspondence to Note**
None.
- 13.211 **Information Exchange / next agenda items**
None.
- 13.212 **Date of Next Meeting, including Committees**
Tuesday 21st May 2013, Terling Village Hal – Annual Parish Meeting and Annual Meeting of the Parish Council at 7pm
Tuesday 25th June 2013, Terling Village Hall at 7pm
- The meeting closed at 8:30pm.