

Minutes of the Meeting of Terling and Fairstead Parish Council held on 19th February 2013, at 7.00pm at Terling Village Hall

Present: Mrs S McNamara Mr R Dixon
 Mrs P Bird Mr T Lewis Cllr M Galione
 Mrs S Alder Mrs J Cook Cllr T Cunningham
 Mrs L Sime Mr D White 3 members of the public
 Mrs A Anderson Mrs J Halfhide (Clerk)

ACTION

13.165 **Apologies for absence:** Apologies had been received, and were accepted, from Mr Ian Smith and Mr Reg Hunt.

13.166 **Meeting Open to the Public**

Ranks Green residents updated the Council on the odours in Ranks Green. Several residents had met with representatives from The Environment Agency.

13.167 **Minutes of Last Meeting**

AA proposed and JC seconded that the Chairman should sign a copy of the minutes as a true and accurate record. The minutes of the meeting held on 15th January 2013 were unanimously approved.

13.168 **Declaration of Interests**

None.

13.169 **District Councillors' Reports**

Cllr Cunningham reported that the District Council's 2013-14 budget would be put to full Council on 20th February. The proposal was to freeze the Council Tax. Proposals for the future payments to Parish Councils was discussed at the Town and Parish Council Summit on 31st January. The proposal is to increase the Parish Support Grant by 3% in 2013-14 and it was expected that there would be no cut to services. The boundary review mentioned at previous meetings (with a reduction in the total number of District Councillors to 48 or 52) was discussed. The Polling Districts would possibly be re-drawn.

13.170 **Chairman's Report**

Nothing to report

13.171 **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. SA proposed that the expenditure be approved, seconded by LS and unanimously approved:-

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| 9th Jan 1682 | HM Revenue & Customs - PAYE Tax | £100.60 |
| 9th Jan 1683 | J Halfhide - Salary & Office Allowance December | £419.66 |
| 9th Jan 1684 | Acumen Wages – Payroll | £21.00 |
| 9th Jan 1685 | E.ON - Street Lighting | £35.16 |
| 9th Jan 1686 | J Halfhide - Clerk's Expenses Dec | £19.23 |
| 9th Jan 1687 | Lord Rayleigh's Farms - Garage Rent | £20.00 |
| 7th Feb Ddebit | British Telecom - Clerk's Phone Line | £66.57 |
| 7th Feb 1688 | Heather Cutler – VDS Photocopying | £55.00 |

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| 7th Feb 1689 | J Halfhide - Salary & Office Allowance January | £527.20 |
| 7th Feb 1690 | HM Revenue & Customs - PAYE Tax | £160.76 |
| 7th Feb 1691 | EDF Energy - Electricity - Rec.Ground | £10.88 |
| 7th Feb 1692 | J Halfhide - Clerk's Expenses January | £24.89 |
| 7th Feb 1693 | Lord Rayleigh's Farms - Garage Rent | £20.00 |
| 7th Feb 1694 | Geo Browns Implements - Tractor Service | £335.35 |
| 7th Feb 1695 | Ritz Inns Ltd - Christmas Meeting | £81.40 |
| 7th Feb 1696 | D W Jiggins - Handyman Jobs, General | £90.82 |

Braintree District Council's Proposals for future payments to Parish Councils (outlined and discussed in Agenda item 13.169).

The Clerk reported that the Council had received a cheque for £300 from Lord Rayleigh's Charitable Trust as a donation to be put towards the playground.

SM and the Clerk had carried out the mini internal audit for the quarter to end December.

13.172 **Environment & Footpaths**

TL reported that two newly assigned Environment Agency officers had visited Ranks Green and would be making further monitoring visits in response to residents' concerns about the odour. It was unclear at this stage whether BDC Planning Officers would be seeking a retrospective planning application for the slurry tank. It was agreed that the Parish Council would give continuing support to residents as needed.

LS had been asked about bridleways by a member of the public. The Clerk would consult the definitive maps and would revert to LS. JH

13.173 **Estate Liaison**

Alex Dyke reassured the Council with regards to works being carried out at Fardings.

13.174 **Health & Welfare**

SA and AA had inspected the playground and felt that much of the equipment was in need of major maintenance. They would be obtaining an estimate as a starting point and would continue to monitor the play surfaces throughout the summer. Having considered alternative inspectors, ROSPA had been appointed to carry out the annual summer inspection. AA /SA

The Chairman reported that Lord Rayleigh had asked how his Charitable Fund's donations had been spent on the playground facilities.

13.175 **IT & Publicity**

The Clerk reported that the broadband line for the internet café was still not available. Although the line had been reinstalled there were problems which Colin Cutler was attempting to resolve.

A Fairstead resident had contacted the Clerk to ask what steps the Parish Council was taking to improve broadband to the Parish. Many parts of Fairstead still had no service whatsoever. This was discussed at length as was measures residents had taken to overcome the problem by using wireless or satellite technology. The Clerk was asked to promote the service, whilst highlighting this was not an endorsement by the Council. Rural broadband, including ECC's Broadband UK Project, was discussed. The limitations of the Great Waltham exchange and the problems associated with its distance to Fairstead were exacerbated by the fact that the cables and poles out to Fairstead could not support the cables necessary for broadband. It was not, therefore, simply a case of obtaining grant funding for the improvements necessary to the exchange. The Council would continue to lobby the relevant authorities. JH

13.176 **Planning & Highways**

The Clerk reported that there had been insufficient volunteers necessary to progress the

idea of a community speedwatch in New Road or near Terling School. Without the data collected by a speedwatch it would not be possible for the Council to propose speed control measures for the area.

Planning application: 13/00111/FUL The Herriot, Gambles Green. The Planning Committee would consider and would comment under its delegated powers.

RD reported that representations under the Local Development Framework by Fairstead Road residents to extend the village envelope would be resisted by BDC.

13.177 **Recreation Ground**

The Recreation Ground committee had met to review the hire charge for the changing unit. It was felt that there was not sufficient financial information available yet to make a decision and had agreed that they would meet again to review it at the end of the football season.

A team of veterans (over 35s and over 45s) would be playing on Saturday afternoons, on a maximum of one weekend in three, subject to various conditions. The team would be actively seeking new members from the local community.

The leaks had been repaired and JC and TL had kindly volunteered to clean the changing cabin after the flood and the subsequent plumbing works. The Chairman thanked them for this.

At this point in the proceedings LS left the meeting, giving her apologies.

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

PB reported that there had been complaints about the state of the grass at the entrance to the Church in Terling. The area was being used as a parking area by residents and the grass had been churned up. It was felt this was an issue for the PCC which should consider asking Lord Rayleigh for permission to make the repairs and to consider preventative measures for the future. The Chairman would speak to the PCC.

SM

PB had received complaints about debris on the roads after the hedge cutting. This was generally felt to be part of rural life; there was no stipulation for contractors to have blowers fitted to remove surplus vegetation although the tractors used by Lord Rayleigh's Farms all did have this device fitted.

SA had reported blocked drains and potholes in Fuller Street to Essex Highways. SA was concerned about the verge opposite Brookside Cottages where it had fallen away into the ditch with a drop of 3-4'. Residents had been concerned to be told by the refuse collectors that household rubbish collected for recycling actually all ends up in landfill. Cllr Galione, who had visited the recycling centres, confirmed this was sheer nonsense. BDC's recycling record is one of the best in the County. Cllr Cunningham offered to enquire why glass cannot be collected for recycling, as it is in other Districts.

RD had found an out of date copy of an Emergency Plan for the Parish. He would pass it to the Health & Welfare Committee for their review.

RD
AA/SA

There had been issues with quad bikes and motorbikes trespassing on private land.

SA suggested that the Council should contact all the Parish organizations inviting them to apply for a grant from the Council. It was agreed that this should be discussed at the forthcoming Finance Committee Meeting. The Clerk was asked to write to all the organizations accordingly. It was agreed that the Council would seek to purchase equipment or services rather than award a cash grant.

IS/SA/RD
SM
JH

13.179 **Clerk's Report**

Clerk's hours for January: 60

The Clerk had received a complaint about the '101' Police contact line. A recorded message had given a caller the impression that their call would be returned within 24 hours. No such action was taken. PSCO Doubleday had been informed; she had blamed the oversight on staff shortages and had said she would see that the answerphone message was

changed as it was simply not always possible to return calls within that timeframe.
The wall mounted post box on the corner of Fairstead Hall Road and Fairstead Road had been removed. The Clerk was trying to find out when it would be reinstated.

JH

13.180 **Internet Café Risk Assessment Review**

Still pending, subject to the broadband reconnection.

JH / TL

13.181 **Clerk's Home Working Health & Safety Assessment**

TL would review the Assessment with the Clerk.

JH / TL

13.182 **Review of Standing Orders, including Complaints Procedures**

The Finance Committee would meet to review.

IS/SA/RD
SM

13.183 **Review of Financial Regulations**

The Finance Committee would meet to review.

IS/SA/RD
SM

13.184 **Village Design Statement**

The Clerk reported that she had submitted the Awards for All grant application for the final stage of the Village Design Statement and was waiting for a response.

The VDS team were working on the latest amendments.

13.185 **Terling Ford**

The Clerk reported that Cllr Lager had met with Cllr Louis where the issues at the Ford had been discussed. Cllr Lager had asked whether the Parish Council would support the Ford being closed as a public highway, should this be deemed a possible solution. The Council discussed this and asked the Clerk to respond that they would not support this in principle, but would need to discuss options. There were concerns relating to maintenance and access for emergency vehicles.

PB asked if the depth gauge at the River Hill side could be moved as it was not accurate.

13.186 **Clerk's Contract and Annual Review**

SM had carried out the Clerk's Annual review and reported that the Finance Committee would need to meet to discuss the Clerk's contract.

13.187 **General Correspondence to Note**

None.

13.188 **Information Exchange / next agenda items**

The BVDSA are seeking new Trustees.

13.189 **Date of Next Meeting, including Committees**

Tuesday 2nd April, 2013, The Gallery Room at The Square & Compasses, Fuller Street

Tuesday 21st May 2013, Terling Village Hal – Annual Parish Meeting and Annual Meeting of the Parish Council

The meeting closed at 8:50pm