

Minutes of the Meeting of Terling and Fairstead Parish Council held on 25th June 2013, at 7.00pm at Terling Village Hall

Present:	Mrs P Bird	Mr T Lewis	Cllr J Abbott
	Mrs S Alder	Mr R Hunt	Cllr T Cunningham
	Mrs L Sime	Mrs A Anderson	Mrs J Halfhide (Clerk)
	Mr I Smith	Mr D White	1 member of the public

ACTION

- 13.24 **Apologies for absence:** Apologies had been received, and were accepted, from Mrs Sarah McNamara, Mr Robin Dixon and Cllr Margaret Galione. Apologies for lateness were received from Louisa Sime.
- 13.25 **Elect Chairman of Meeting:** It was unanimously agreed that PB should stand act as Chairman of the meeting in SM's absence.
- 13.26 **Meeting Open to the Public**
 Odours in Fuller Street were causing concern again. It was suggested that investigations take place, the cost to be spread across the Fuller Street residents to determine the source of the problem. Councillors commented this was really a matter for Environmental Health Officers. Matter to be discussed under Agenda item 13.33.
 PCSO Doubleday reported on current Policing issues and promised to revert to the Clerk about the usage of the alternative '999' number '112' (EU number).
 PCSO Doubleday reported that vehicle security checks were being carried out in the area, involving the Neighbourhood Watch. There had been some vehicle nuisance in Peg Millar's Lane.
- 13.27 **Minutes of Last Meeting**
 SA proposed and IS seconded that the Chairman should sign a copy of the minutes as a true and accurate record. The minutes of the meeting held on 21st May 2013 were unanimously approved.
- 13.28 **Declaration of Interests**
 None declared.
- 13.29 **Elect Vice Chairman of the Parish Council**
 SA proposed that PB should be appointed as Vice Chairman of the Parish Council (business carried forward from previous meeting). Seconded by AA. Unanimously agreed.
- 13.30 **District Councillors' Reports**
 Cllr Cunningham introduced and welcomed Cllr Abbott. Cllr Cunningham reported that the Boundary Commission had proposed to reduce BDC's councillors from 60 to 50. Draft recommendations would be made and then further public consultations would be held. Braintree District has the third highest recycling rate in Essex. Cllr Cunningham offered assistance if required with the Environment Agency over the issues in Ranks Green.
- Cllr Abbott had been liaising with the Clerk on several ECC Highways problems, most notably the excessively long and illogical diversion set up when Fuller Street was closed. Cllr Abbott is focussing on trying to improve the Highways Service. The problems in Lynderswood Road, Great Leighs were explained and he offered to follow up. Cllr Abbott had also complained about the state of Ranks Green Road before Westocks and had

received and unsatisfactory response from ECC Highways. He promised to continue to lobby on the Parish Council's behalf.

13.31 **Chairman's Report**

Nothing to report

13.32 **Finance**

Copies of Receipts and Payments for the current financial year had been emailed to all Councillors. IS distributed his Receipts and Payments, Budget and Forecast sheet and graph, which he explained. 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 LS and unanimously approved:-

12-Jun-13 1714 D W Jiggins - Handyman Jobs	£529.26
12-Jun-13 1715 Acumen Wages – Payroll	22.20
12-Jun-13 1716 HM Revenue & Customs – PAYE	£177.78
12-Jun-13 1717 J Halfhide - Salary & Office Allowance	£604.79
12-Jun-13 1718 Lord Rayleigh's Farms - Maintenance Rec Ground	£390.00
12-Jun-13 1735 J Halfhide - Clerk's Expenses May	£32.48
12-Jun-13 1736 Braintree DC - Trade Waste Bin Village Hall	£716.00
12-Jun-13 1737 Lord Rayleigh's Farms - Garage Rent	£20.00
12-Jun-13 1738 A H Jiggins - Handyman Jobs	£185.02
12-Jun-13 Direct debit IOC - Data Protection Registration	£35.00

- Review of Internal Audit Report

The Finance Committee would meet to discuss the internal auditor's report. There were no matters of particular concern. IS, SM, SA, RD

- Confirmation of completion of Business & Financial Risk Assessment

TL confirmed that the review had been completed. Next review date: May 2014.

- Approve purchase of bench for Terling School £319 incl VAT (Carried forward from last meeting). Expenditure proposed by RS and seconded by TL. Unanimously agreed. JH

- Approval for donation towards expenses for Terling Swimming Club Ltd.

After discussion AA proposed that the Parish Council should make a donation to cover the cost of a replacement boiler - £796.00 + VAT. Seconded by RH. Unanimously agreed. JH

- Approve purchase of bench for Flacks Green - £414.27 + VAT

RH proposed that a bench for Flacks Green be purchased. Seconded by DW. The Clerk explained there were promises of donations to the Parish Council which would cover the cost of this. JH

13.33 **Environment & Footpaths**

Regarding the slurry pit at Ranks Green TL reported that the Council had received a response to its letter sent to the Chief Executive of BDC who had advised that a retrospective planning application needs to be submitted by the end of July. Cllr Cunningham suggested that if the problem persisted Priti Patel MP should be consulted. BDC had encouraged the Council to continue to pursue the matter with the Environment Agency.

The cutting of the footpaths had commenced.

Several complaints had been received about offensive odours in Fuller Street, thought to be sewage. The Clerk was asked to contact the Environmental Health Officers at BDC to ask them to determine the source of the problem. The pub had installed a new Klargestor and JH

other residents had also upgraded their systems since the last time BDC had investigated. These measures had greatly improved the situation.

13.34 **Estate Liaison**

LS had offered to assist on the Estate Liaison Committee alongside PB and TL. It was agreed that this would be helpful and LS was duly appointed to this sub committee.

13.35 **Health & Welfare**

SA and AA explained the draft Emergency Plan to be put to Council for approval at the next meeting. Emergency contact numbers would be published on the notice boards, which was also the location for the Muster Points. The Plan would be reviewed annually. SA/AA

The ROSPA report for the Playground inspection had just been received. Some items needed attention, but all were low risk. SA and AA would review and report more fully at the next meeting. SA/AA

13.36 **IT & Publicity**

A letter had been drafted to Cllr Bentley regarding the Essex Superfast Broadband Project after the concerns expressed by members of the public at the Annual Parish Meeting.

This was discussed with the Council and the Clerk was asked to send it. JH

The office chair for the Internet café was in need of repair. TL would investigate. TL

13.37 **Planning & Highways**

- Diversion set up by ECC Highways due to road closure in Fuller Street – discussed under 13.30. The Clerk to continue to attempt to find out the date of the next road closure until this Order Notice, thought to be 22nd July, subject to confirmation. JH

- Planning Application 13/00703/OUT - Erection of one bedroom bungalow, Park View, New Road, Terling. Outline permission for siting and access. No pre application advice had been sought from the Parish Council. The planning sub committee would comment under its delegated powers. RD, PB, RH

- Planning Application 13/00690/FUL
Erection of two storey rear extension - Flacks Green House, Flacks Green. The planning sub committee would comment under its delegated powers. RD, PB, RH

13.38 **Recreation Ground**

LS had yet to obtain quotes to increase the power supply in an attempt to get more of the showers operational. The Vets team had enquired again as to the status with regards the showers. It was suggested that hot water cylinders may be a cheaper option than installing a phase 3 supply. The Clerk would look into this. LS
JH

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

DW asked whether there had been any response from ECC Highways about the verges of being eroded by parked cars on the green triangle in Fuller Street. The Clerk had not been able to get a response.

SA enquired about the phone kiosk painting and cleaning. The Clerk reported that this was already in progress.

13.40 **Clerk's Report**

Hours for May: 71

13.41 **Village Design Statement.**

The Clerk reported that the second grant application for the final phase of the VDS to

Awards for All had been refused. RCCE had suggested getting feedback on the application might be worthwhile. It was agreed to discuss this with RD at the next meeting and the Clerk was asked to add to the next Agenda.

JH

13.42 **Terling Ford**

Cllr Abbott and RD and the Clerk would arrange to meet to discuss the Highways issues at the Ford. Priti Patel MP had written asking to be kept up to date with any developments.

JH

13.43 **General Correspondence to Note**

None.

13.44 **Information Exchange / next agenda items**

None.

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

Tuesday 30th July, The Square & Compasses, Fuller Street, 7pm

Tuesday 10th September Terling Village Hall, 7pm

Tuesday 15th October, Terling Village Hall, 7pm

Tuesday 3rd December, The Square & Compasses, Fuller Street, 7pm

The meeting closed at 8:4pm.