

Minutes of the Meeting of Terling and Fairstead Parish Council held on 5th August 2014 at 7.00pm in The Gallery Room at The Square & Compasses, Fuller Street, Fairstead

Present: Mrs S McNamara Mrs P Bird
 Mr R Dixon Mrs S Alder
 Mr J Payne Mr R Hunt
 Mrs L Sime Mr A Dyke
 Cllr M Galione Mrs J Halfhide (Clerk)
 Cllr T Cunningham 3 Members of the Public

Before the meeting commenced the Chairman called for a few moments silence in memory of Ann Anderson.

14.27 *Apologies for Absence* were received from Cllr James Abbott.

14.28 *Meeting Open to the Public*

The Council was asked whether any progress had been made with the repair of potholes through Fuller Street. Unfortunately there was no news on this.

14.29 *Minutes of Last Meeting*

JP 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 20th May 2014 were unanimously approved.

14.30 *Co-option of Councillor*

SA proposed that Mr Alexander Dyke be co-opted onto the Council to fill one of the casual vacancies. Seconded by RH. Unanimously approved.

14.31 *Declaration of Interests*

JP declared a non-pecuniary interest as he hosts the Council's email on his company's servers.

SM and PH declared non-pecuniary interests as members of the Village Hall Committee in relation to Agenda item 14.36 (funding of car park).

AD declared non-pecuniary interests in all Agenda items relating to Estate matters, particularly planning applications 14/00835/FUL and 14/00662/FUL.

14.32 *District Councillors' Reports*

Cllr Cunningham explained that BDC needed to redraw the Local Plan following Government directives to meet the demands for more housing. There would need to be an increase from 250 extra homes per year to 800 per year over 10-15 years. The Boundary Commission's recommendations had been confirmed, Terling and Fairstead and Faulkbourne and White Notley would form a new two-member ward with Hatfield Peverel.

MG reported that MPs have called for action to improve passenger transport services for isolated communities. The new leisure centre in Witham would be opening soon.

The Clerk read a report from Cllr Abbott expressing concerns about the way ECC Highways deal with local requests. There has been a Cabinet reshuffle at County

Hall with the responsibilities for Highways being split into two with a new Councillor taking over the part dealing with local works. The Inspectors' decision is now awaited on the appeals against the refusal of planning consent and the enforcement notice for Little Warley Hall Farm. Cllr Abbott was aware of the ongoing complaints from residents about foul odours and notes that the Environment Agency has acknowledged that their handling of the issue had fallen short.

14.33 ***Chairman's Report***

Nothing to report.

14.34 ***Parish Councillor Vacancy following Mrs Cook's resignation***

The Parish Council is now able to co-opt. The Chairman reported that two members of the public had expressed interest and it was hoped co-option could take place at the next meeting.

14.35 ***Membership of Committees***

Membership of Committees was reviewed and committees reformed as follows:

Finance: Ian Smith, Robin Dixon, Sarah McNamara, Sheila Alder

Environmental and footpaths: Darren White, Louisa Sime, John Payne

Estate Liaison Officers: Pauline Bird, Louisa Sime

Health and Welfare: Sheila Alder, Sarah McNamara

Planning and Highways: Robin Dixon, Pauline Bird, Reg Hunt, John Payne

IT & Publicity: John Payne

Recreation Ground: Louisa Sime, Alex Dyke

Personnel: Sarah McNamara, Robin Dixon, Sheila Alder

Complaints: Sarah McNamara, Pauline Bird, John Payne

Village Hall Representative: Pauline Bird

School Representative: Louisa Sime

14.36 ***Finance***

- PB proposed that the following cheques/direct debits to be approved for payment and signed. Seconded by JP. Unanimously approved.

14th May 1857 J Halfhide - Clerk's salary April	£708.05
14th May 1858 HM Revenue & Customs - PAYE & Tax	£150.85
14th May 1860 Lord Rayleigh's Farms Ltd - Garage Rent	£20.00
14th May 1861 Acumen Wages Payroll & year end filing	£52.20
14th May 1862 EDF Energy – Recreation Ground	£57.49
14th May 1863 J Halfhide - Clerk's Expenses April	£49.05
14th May 1864 Acumen Wages – Payroll	£22.20
14 th May 1864 Terling Villa – refund	£10.00
19th May D/debit BT - Clerk's phone line & calls	£33.93
20th May 1866 Nigel Cornwall - Mower, Cricket Club donation	£500.00
28th May 1867 J Halfhide - Clerk's Expenses May	£48.24
28th May 1868 Terling Village Hall - room hire	£12.80
28th May 1869 Braintree District Council - Trade Waste Bin	£744.00
28th May 1870 A & J Lighting Solutions - Street Light Maintenance	£60.00
28th May 1871 Lord Rayleigh's Farms Ltd - Garage Rent	£20.00
28th May 1872 D W Jiggins - Handyman jobs	£401.72
28th May 1873 J Halfhide - Clerk's salary May	£805.24
3rd June 1874 Bringy Furniture Ltd – laminating	£1.50
3rd June 1875 A H Jiggins - Handyman jobs	£452.76
3rd June 1876 EALC – Training	£67.00

7 th June 1877 Acumen Wages – Payroll	£22.20
7 th June 1878 HM Revenue & Customs - Tax & PAYE	£216.40
7 th June 1879 Terling Village Hall - Room hire	£12.80
7 th June 1880 Lord Rayleigh's Farms - Plumbing Rec Ground	£49.92
7 th June 1881 RCCE - Membership fees	£66.00
11 th July D/debit I.C.O. - Data Protection Registration	£35.00
16 th July 1882 J Halfhide - Clerk's Salary June	£668.44
16 th July 1883 J Halfhide - Clerk's Expenses June	£62.86
16 th July 1884 E.On - Street Lighting	£34.79
16 th July 1885 Lord Rayleigh's Farms - Garage Rent	£20.00
16 th July 1886 Playsafety Limited - ROSPA Inspection	£92.40
16 th July 1887 Lord Rayleigh's Farms - Playground Licence	£25.00
16 th July 1888 HM Revenue & Customs - PAYE & Tax	£124.80

- Review of Business & Financial Risk Assessment by Finance Committee
The Chairman confirmed the review had been carried out and was found to be satisfactory.

- Terling Village Hall Donation – funding/part-funding car park £15,000
SM explained the request for funding from Derek Gore. After debate it was agreed that further detail and information was needed before a decision could be made, RD offered to handle this and the Clerk was asked to add it to the next Agenda.

- RD proposed that AD be appointed a new cheque signatory to replace Mrs Cook, seconded by SA. It was unanimously agreed to approve the amendment of the Mandate given to Barclays Bank.

- SA proposed the purchase of a new pump for the recreation ground changing cabin costing £234 + VAT. Seconded by PB. Unanimously agreed.

- Debate ensued whether and to approve further expenditure for planning advice for Ranks Green residents in relation to the Little Warley Hall Farm Abattoir Waste Tank Appeal. (£2,000 previously approved, of which £1,200 spent). It was unanimously agreed that the £800 previously approved should be allocated to this, but no more.

14.37 ***Environmental & Footpaths***

The Clerk reported that the cutting was proceeding according to plan. PB queried when the ditch in Mill Lane would be cleared by the handymen. The Clerk confirmed this was on their list of jobs but the paths took priority.

14.38 ***Estate Liaison***

AD reported that ECC Highways had agreed to carry out works to resolve the flooding issues at Berwicks Bridge and the road would be closed for five weeks from 28th August. There would be escorted pedestrian access at certain times. The potholes in Rolls Lane and Waltham Road had been repaired. AD reported that the harvest was going well and the Estate was ahead of schedule, thanks to the good weather.

14.39 ***Health & Welfare***

SA reported that she would be applying for a grant for the new Sputnik from the Essex Environment Trust. After debate it was agreed that the application should be for 90% of the total (£6859.40) in the next round which would not be until

November (as opposed to applying immediately for a lesser grant of £5000 which would leave a shortfall of £2621.55). The ROSPA report had highlighted only minor low risk issues, of which the Sputnik was one. Mi Community and the Community Fund Initiative would also be accepting applications by the end of August.

The repainting of the seesaw carried out last year had been poor workmanship. The Clerk was asked to speak to the company who carried out the work to complain and to ascertain which paint was used.

Management of the Terling Tennis Club was discussed. It was agreed that the present arrangement was not providing an adequate community service and it was agreed the Parish Council would write to Lord Rayleigh asking if he would consider allowing the Parish Council to take over the licence.

14.40

IT & Publicity

- Update on Essex Superfast Broadband Project

JP reported that, as expected, it was unlikely the Parish would benefit from the programme as at least 80% of the CM3 postcode has a minimum download speed of 2Mbps, which is considered the minimum acceptable standard. JP would look to see if there were any avenues open to the Parish Council. Individuals who wished to improve their speeds could consider satellite technology or just adjusting their routers, which often improved speeds.

- Update on new email addresses for Councillors & Clerk

JP had emailed all Councillors with instructions how to access their new dedicated Council email addresses to be used solely for Council business and offered to assist if help was necessary.

- JP confirmed that the desk used for the internet café no longer housed the Post Office's printer.

14.41

Planning and Highways

- Traffic Calming measures - SID Volunteers. JP reported he had four volunteers and would be running advertisements again to recruit more.

- Improved signage for Norrells Corner / Waltham Rd / Church Rd, Terling. JP reported that ECC Highways would only consider requests of this nature with supporting information including what is proposed, for what reason, evidence of accidents / Police reports, etc. SM agreed to revert to the residents who had initially made the request.

- APPLICATION NO : 14/00835/FUL Change of use for tea room (shared use with Doctors surgery) Doctors Surgery Owls Hill Terling Essex CM3 2PW. It was agreed that whilst the Parish Council supported this change of use application it would need to ask BDC to seek clarification on the issue of trade waste and parking.

- APPLICATION NO :14/00662/FUL Proposed alterations to garage roof, 1 Sebbys Gardens Owls Hill Terling Essex CM3 2PS. RD suggested the Parish Council should object to this application on the basis of the garage being so close to a listed building in a conservation area. Seconded by PB, unanimously agreed.

- APPLICATION NO : 14/01023/FUL Application for variation of condition nos. 9, 13 and 15 of 14/00503/FUL - To enable the demolition of the existing building

prior to the discharge of conditions - Orion Scaffolding At Fuller Street Garage Fuller Street Fairstead Essex CM3 2AY. This unusual application for a variation of conditions would need further consideration by the Planning Committee.

14.42 ***Recreation Ground***

No business to discuss other than the shower pump issue, covered early in proceedings under 14.36. The Clerk confirmed there were no business rates payable on the changing cabin.

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

SA wished to record thanks to Sue Poole for litter picking in Fuller Street. SA had reported potholes and drain issues to Highways.

RD had requested the broken glass around the recycling bins at the Village Hall be cleared by the handymen.

SM reported that the Village Hall was looking at alternatives to the Trade Waste bin, as the Parish Council had suggested. SM reported the new Parish Priest, Rob Kean, had been installed and Terling School would have a new Head from September.

14.44 ***Clerk's Report***

Hours for June: 63

Hours for July: 62

14.45 ***Village Design Statement***

BDC had suggested some amendments which Mrs Cutler was attending to.

14.46 ***Summer Activity Days***

SM reported that it had been too late to book Activity Days for the summer as Parish Councils had not been given sufficient notice, but there was a possibility, if there was sufficient interest that they could be held in October half term. The PTA would be approached to see if there was sufficient interest. The Parish Council would be expected to pay for the hall hire, as in previous years, but also for the activities provided by Fit for Sport, expected to be in the region of £270 and would be run to a similar format as the old activity days. The Parish Council would need to be the organizing group and could set fees for attending the sessions.

14.47 ***Review of Emergency Plan***

SA would review the Emergency Plan.

14.48 ***General Correspondence to note***

None.

14.49 ***Information exchange / next agenda items***

14.50 ***Date of next meeting, including committees***

16th September 2014. 7pm Terling Village Hall

28th October 2014. 7pm Terling Village Hall (PB to Chair in SM's absence)

9th December 2014. 7pm The Gallery Room at The Square & Compasses, Fuller Street.

Close of business: 9:20pm

