

**Minutes of the Meeting of Terling and Fairstead Parish Council held on 28<sup>th</sup> October 2014 at 7.00pm at Terling Village Hall.**

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**Present:** Mrs P Bird                      Mr R Hunt  
 Mrs S Alder                      Mr J Payne  
 Mr A Dyke                        Mrs L Sime  
 Miss S Clements                Mr I Smith  
 Cllr T Cunningham              Cllr James Abbott  
    Mrs J Halfhide (Clerk)  
    2 Members of the Public

- 14.78            ***Apologies for Absence*** were received from Sarah McNamara, Robin Dixon and Cllr Galione.
- 14.79            ***Meeting Open to the Public***  
 No matters to discuss.
- 14.80            ***Minutes of Last Meeting***  
 SA proposed and JP seconded that the Chairman should sign a copy of the minutes as a true and accurate record. The minutes of the meeting held on 16<sup>th</sup> September 2014 were unanimously approved.
- 14.81            ***Co-option of Mr Ian Smith***  
 SA proposed that Ian Smith be co-opted onto the Council, seconded by JP, unanimously approved.
- 14.82            ***Declaration of Interests***  
 None declared.
- 14.83            ***District Councillors' Reports***  
 Cllr Abbott reported that he had received complaints about large vehicle movements in Ranks Green, and had witnessed the problem first hand. Cllr Abbott was pleased to report that ECC Highways had finally accepted that the road defects in Fuller Street should be attended to, and the missing village sign is also now being investigated. There was no indication of when the repair works would be carried out, but at least a step in the right direction had been taken. On behalf of Fuller Street residents SA thanked Cllr Abbott for all his efforts.  
 At this point in the proceedings, Cllr Abbott left the meeting.  
 Cllr Cunningham reported that the deadline has passed for submissions to the Local Development Plan for Braintree.
- 14.84            ***Chairman's Report***  
 Nothing to report in the Chairman's absence.
- 14.85            ***Amendments to Committees***  
 RH proposed that Alex Dyke and Sarah Clements be appointed to the IT / Publicity Committee. Seconded by SA. Unanimously agreed.

14.86

**Finance**

Copies of Receipts and Payments for the current financial year had been emailed to all Councillors. IS distributed the Receipts and Payments, Budget and Forecast sheet and graph.

SC proposed that the following cheques/direct debits should be to be approved for payment and signed, seconded by JP. Unanimously approved.

12th Sept	1911 Came & Co - Annual premium	£894.42
12th Sept	1912 H Wiseman - Royal British Legion Wreath	£17.00
12th Sept	1913 Lord Rayleigh's Farms - Labour, new pump fitting	£61.80
12th Sept	1914 M G Howard - Internal Audit fees	£150.00
11th Oct	1915 J Halfhide - Salary & Office Allowance	£716.48
11th Oct	1916 HM Revenue & Customs - PAYE & Tax	£145.28
11th Oct	1917 Acumen Wages – Payroll	£22.20
11th Oct	1918 J Halfhide - Clerk's expenses Sept	£34.15
11th Oct	1919 PKF Littlejohn - External Audit	£240.00
11th Oct	1920 V Roome - repairs to Fuller Street sign	£13.80
11th Oct	1921 Lord Rayleigh's Farms - Garage Rent	£20.00
11th Oct	1922 Wicksteed Leisure Ltd – play equipment repair	£33.96
11th Oct	1923 A H Jiggins Handyman Jobs	£80.26
11th Oct	1924 E.On - Street Lighting	£35.16
11th Oct	1925 D W Jiggins- Handyman Jobs	£326.41
11th Oct	1926 TMC Pest Control - Treatment/Removal Moles	£85.00
11th Oct	1928 A H Jiggins - Handyman Jobs	£370.42
16 <sup>th</sup> Oct	1929 Mr V Roome – materials for sign repair	£14.88

- Completion of annual audit for the year ended 31<sup>st</sup> March 2014.

The Clerk reported that the auditors had completed the audit of the Annual Return for the year ended 31<sup>st</sup> March and that the relevant notice had been displayed.

- Terling Village Hall Donation – funding/part-funding car park £15,000

The Clerk reported that RD had met with Derek Gore, and it was agreed that, in RD's absence, discussion and any decision would be deferred until the next meeting.

- Review handymen's hourly rate – review

Councillors discussed a raise in the hourly rate of pay for the handymen and it was agreed that the Finance Committee should meet to consider and make a recommendation at the next meeting.

14.87

**Environmental & Footpaths**

The Clerk reported that all the paths covered under the P3 scheme had been cut at least twice. The Mill Lane ditch would be cleared imminently.

14.88

**Estate Liaison**

Nothing to report.

14.89

**Health & Welfare**

- Playground: replacement play equipment grant. SA reported that an application for a

grant had been made with MiCommunity and had not heard back regarding two other applications to other organizations.

- Update on new playground lease. A new lease had been drafted and was ready to be signed if the Parish Council felt this would aid future grant applications.

- Playground Risk Assessment. Trevor Lewis had carried out the annual risk assessment review; SA thanked Mr Lewis on the Council's behalf. It was suggested that the Tree Warden should be asked to consider the oak near the playground on an annual basis, in addition to the checks carried by the Estate.

SA and SC had carried out a playground inspection.

14.90

### ***IT & Publicity***

- update on new email addresses for Councillors & Clerk

JP reported that the new email addresses were almost ready to use and the intention was for both the old and new addresses to be used for a period of 2 months to iron out any problems, before switching completely to the new ones.

- Wireless Broadband for Parish – discussion following public meeting held on 7<sup>th</sup> October with County Broadband. JP reported the meeting had been well attended and those members of the public who were present were generally in favour of the proposal put forward by County Broadband. JP explained the various options. The project could be funded partially or fully by County Broadband. As the Council would need to engage with the community to have the mandate for this expenditure it was agreed that County Broadband should be asked to carry out a feasibility study initially and to determine whether there was sufficient interest from the community to make it a commercial proposition. The Parish Council would assist where necessary in obtaining the necessary data from individual households. It was hoped that broadband speeds of 16 MB/s would be possible (with most households currently obtaining only 2MB/s or less.) There would be a set up fee of approximately £150 per household and then monthly fees in line with the usual costs of broadband. It was anticipated that this process, if funded by County Broadband, would take 12 months or longer to implement. It was agreed County Broadband should be invited to the December Parish Council meeting.

14.91

### ***Planning and Highways***

The following planning applications were discussed.

- APPLICATION NO : 14/01259/FUL Demolition of existing roof, attached and detached garages and rear conservatory of existing bungalow with associated alterations and extensions to form 2 storey residential. Longford Gambles Green Terling

- APPLICATION NO : 14/01121/FUL Construction of menage with associated fencing and landscaping. Newneys Farm Ranks Green Road Fairstead

- APPLICATION NO : 14/01294/FUL Re-locate front door with larger window along side, proposed roof light to front facing roof slope. Takliwa Waltham Road

- APPLICATION NO : 14/01335/LBC Works to roof including replacing tiles where necessary and new roof felt. Treatment of timbers. Works to floor in lounge, dining room and garden room including new flooring and potentially removing concrete floor (dining room only) Owls Hill House Owls Hill

- Traffic Calming Measures

JP had only managed to secure four volunteers to assist with a community speedwatch, the first requirement before consideration of implementation of traffic calming measures. With such little interest shown by the community for the project JP informed the Council he would have to abandon the project.

The Clerk was asked to report to ECC Highways that the 30 mph road sign on Hatfield Road entering Terling needed repainting.

14.92      ***Recreation Ground***

- Sunday football. The Recreation Ground Committee would be meeting to discuss this and to review the hire rates.

- The review of Recreation Ground Risk Assessment had been carried out by Trevor Lewis.

- Review of Recreation Ground Changing Cabin Fire Assessment – in progress.

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

SA wished to thank that Prof. Alder for help with a litter pick in Fuller Street. SA had reported potholes near the Boreham Road.

AD reported that the Estate had been in discussion over Terling Tennis Cub. It had been suggested that a Second Officer should be appointed. It was agreed that AD, the Chairman and officers of the Tennis Club should meet.

AD reported that the Berwicks Bridge works were nearly complete, with the culvert pipe under the A12 still to be attended to.

14.94      ***Village Design Statement***

The Clerk reported that BDC Officers were satisfied with the amended VDS and that it would now go to the next stage of the procedure, signing off. It was unlikely it would be taken to Committee and would be dealt with under delegated powers.

14.95      ***Clerk's Report***

The Clerk reported that the Ford light had been repaired and that whilst the Autumn Terling litter pick had been successful the large litter pick warning triangle had been stolen from the Hatfield Road. The Christmas meeting invitation list was discussed and the Clerk was asked to send invitations.

14.96      ***Swimming Pool***

AD volunteered to represent the Parish Council on the Swimming Pool's sub committee for its 50<sup>th</sup> anniversary plans.

14.97      ***General Correspondence to note***

None.

14.98      ***Information exchange / next agenda items***

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

9<sup>th</sup> December, 7pm The Gallery Room, The Square & Compasses, Fuller Street  
20<sup>th</sup> January, 7pm, Terling Village Hall

Close of business: 8:45pm