

Minutes of the Meeting of Terling and Fairstead Parish Council held on Tuesday 21st April 2015 in The Gallery Room at The Square & Compasses, Fuller Street, Fairstead

Present: Mrs S McNamara
 Mrs S Alder
 Mr A Dyke
 Mr D White
 Mr J Payne
 Mr R Hunt Mrs J Halfhide (Clerk)
 Miss S Clements
 Mrs L Sime 1 Member of the public

15.177 ***Apologies for Absence*** – Pauline Bird, Ian Smith, Robin Dixon, Cllr James Abbott, Cllr Tom Cunningham and Cllr Margaret Galione.

15.178 ***Meeting Open to the Public***

David Bebb, a candidate for BDC District Councillor in the forthcoming election introduced himself and explained Terling and Fairstead would be represented in a new enlarged ward with Hatfield Peverel (2,700 homes, 5,500 people) by two District Councillors. Ward profiles were available on BDC's website which he felt members of the public and Councillors would find useful.

15.179 ***Minutes of Last Meeting***

DW proposed and AD seconded that the Chairman should sign a copy of the minutes as a true and accurate record. The minutes of the meeting held on 7th April 2015 were unanimously approved.

15.180 ***Declaration of Interests***

None.

15.181 ***District Councillors' Reports***

In Cllr Galione and Cllr Cunningham's absence the Chairman reported that they had expressly asked her to pass on their thanks for the support the Parish Council had given them, to say how much they had enjoyed representing the Ward, and wished Terling and Fairstead well for the future.

15.182 ***Chairman's Report***

On behalf of the entire Parish Council Chairman thanked District Councillors Margaret Galione, who was retiring after 16 years, and Tom Cunningham, who would be standing as a District Councillor in another Ward in the forthcoming election (due to the boundary changes), for all their hard work on Terling and Fairstead's behalf.

15.183 ***Finance***

The Clerk had circulated by email copies of the Receipts and Payments for the financial year ended 31st March 2015 to all Councillors. JP proposed that the following cheques/direct debits should be approved for payment and signed, seconded by SA. Unanimously approved.

10th Mar	1975	Acumen Wages – Payroll	£22.20
10th Mar	1976	Lord Rayleigh's Farms Ltd- Garage Rent	£20.00
10th Mar	1977	J Halfhide - Clerk's expenses	£34.46
10th Mar	1978	HM Revenue & Customs - Tax & PAYE	£132.76
10th Mar	1979	J Halfhide - Clerk's salary & office allowance	£683.32

10th Mar	1980	Acumen Wages Payroll	£22.20
10th Mar	1981	A H Jiggins - Handyman Jobs	£113.24
18th Mar	1982	EDF Energy Electricity Rec Ground	£519.89
18th Mar	1983	Ritz Inns Ltd The Square & Compasses	£63.60
30th Mar	1984	J Halfhide – expenses (Inc Safety signs)	£145.30
30th Mar	1985	Wicksteed Leisure Ltd Playground seat	£33.96
30th Mar	1986	Barlow Tyrie Ltd – Bench, Fairstead	£925.39
30th Mar	1987	Lord Rayleigh's Farms Ltd - Garage Rent	£20.00
30th Mar	1988	D W Jiggins - Handyman Jobs	£303.85
30th Mar	1989	EON - Electricity	£34.40
30th Mar	1990	J Halfhide - Clerk's salary & allowance	£704.90

- Review of Financial Regulations – the Finance Committee would be meeting to conduct the annual review.

15.184 ***Environmental & Footpaths***

- P3 Scheme 2015/16. DW outlined the discussions with Cllr Abbott at a recent meeting with the Chairman, the Clerk and JP concerning the onerous requirements stipulated by ECC Highways requiring the Parish to resurvey all 43 miles of paths before the P3 grant could be approved. DW would be speaking to ECC Highways to try to find a solution. Cllr Abbott had kindly agreed to speak to the Portfolio Holder on the Parish Council's behalf.

- Renewal of Tractor Insurance – annual premium £389.20 (Allianz Insurance) DW proposed that the insurance be renewed on 30th April, seconded by RH, unanimously approved.

15.185 ***Estate Liaison***

Nothing to report.

15.186 ***Health & Welfare***

- Oak: inspection – update. SA reported that Shaun Taylor of BDC hoped to carry out the playground oak inspection within the next fortnight.

SA and SC wished to pass their thanks to the handymen for their work in the playground. The Health and Welfare Committee had some proposals for the playground, which they planned to put to the next full Council meeting.

15.187 ***IT & Publicity***

- Wireless Broadband for Parish. JP had circulated by email County Broadband's proposal for supplying high speed broadband to the whole Parish. County Broadband would be able to invest £9,000 into the project but asked for funding for £7,000. This could be spread across individuals, businesses or the Parish Council, and it could be as a loan or as an investment which would be repaid based on the numbers of subscribers of the service in the Parish. It was agreed the IT Committee would arrange to meet County Broadband as soon as possible to continue discussions.

- Proposal for a full independent professional review of the Council's use of IT (£50 for initial meeting). Proposed by RH. Seconded by SA. Unanimously agreed. The Clerk was asked to set up a meeting to include DW and LS as well as the IT Committee. The terms of reference were agreed.

- Period of retention of emails – to be decided and included in Standing Orders. It was agreed to wait for the recommendations arising from the IT Review.

- 15.188 ***Planning and Highways***
 APPLICATION NO: 15/00329/FUL Demolition of a conservatory to a listed building in a conservation area (retrospective) and repair and alteration of the listed building, resulting from the demolition: Terling Place The Street Terling Essex CM3 2PQ. It was unanimously agreed that a return of 'no comment' should be sent.
- Highways issues:
 Broken Railing at Old Dairy Bridge and directional sign at Ringers cross road (needs replacement) - the Clerk reported a defect had been raised by ECC Highways in November 2014 but there was no indication of when the repair would take place.
 Likewise the replacement sandbag headwall in Fuller Street had been pending since September 2013. JP reported that Highways had repaired the damage on the corner of Peg Millar's Lane and Fairstead Road but felt that the repairs were not satisfactory.
- 15.189 ***Recreation Ground***
 - Review of Management Plan. The Recreation Ground Committee had met and proposed that the hire fee be raised to £35 a match (previously £10 per hour). Training sessions should be charged at £20 per session, and hires for children's parties should also be a flat fee of £20. Proposed by LS, seconded by JP. Unanimously agreed. The Committee had discussed the findings of the last Risk Assessment with the Clerk; all findings had been actioned.
- 15.190 ***Obstructive Parking at Oakfields Lane***
 Despite the Parish Council's efforts to discourage parking near the bus turning circle one vehicle was still being parked there. It was agreed to monitor the situation with the Bus Transport Representative.
- 15.191 ***Illegal Resident Parking – Gambles Green***
 It was noted that residents continued to park on Gambles Green which is private land. The problem was discussed; one solution would be to install posts preventing access onto the green. This had been effective at School Green. The situation would be monitored.
 DW commented that the green triangle in Fuller Street was churned up frequently by lorries negotiating the turn and by vehicles parking there.
- 15.192 ***Councillors' Reports, including Village Hall Report, School Report and Church Liaison***
 AD reported that it was likely that two oak trees behind the cricket pavilion would need to be removed as they are suffering from acute oak decline.
 SA thanked Fuller Street residents for helping with a recent litter pick.
 SM and SA had attended an Essex Police meeting on policing policy in rural areas.
 JP explained the amendments to the Scheme of Delegation on Planning Applications which was approved at BDC's Council meeting on 13th April.
- 15.193 ***Clerk's Report***
 - Review of Clerk's Home Working health and safety assessment – carried out by Trevor Lewis. Next review date April 2016.
 - The Clerk reported the playground grant from the Essex Environment Trust Grant of £6859 had been received.
 - The new bench for outside Fairstead Church, on the Corner of the Essex Way, was on order.
 - BDC had responded efficiently to requests to collect fly tipping in Peg Millar's Lane.
- 15.194 ***Review of Standing Orders***
 The Finance Committee would need to meet to conduct the review of the Standing Orders and to consider the findings of the IT Review.

- 15.195 ***Risk Assessment Reviews: Litter Picks; Internet café; Health & Safety Policy***
Trevor Lewis was carrying out risk assessment reviews for Litter Picking and the Internet Café in Terling Stores as well as a review of the Health and Safety Policy. The Chairman thanked TL for his continued assistance.
- 15.196 ***Renewal of Street Cleaning Agreement for 2015/16 with Braintree District Council***
- Grant of £732.42 (no increase on 14/15). SA proposed that the Street Cleaning Agreement with BDC be renewed for another year. Seconded by SC. Unanimously approved.
- 15.197 ***General Correspondence to note***
None.
- 15.198 ***Information exchange / next agenda items***
The Chairman suggested that Parish Council meetings should commence at 7:30pm rather than 7:00pm to make it easier for Councillors to attend. It was agreed this would be discussed at the next meeting, but that the time for that meeting would remain at 7pm.
- RH reported that Terling Tennis Club would be holding an open morning on Saturday 25th April.
- 15.199 ***Date of next meeting, including committees*** Parish Council Meeting:

Annual Parish Meeting followed by the Meeting of the Parish Council: 19th May 7pm, Terling Village Hall
- Provisionally:*
- Parish Council Meeting: 16th June, 7:30pm Terling Village Hall
- Parish Council Meeting: 21st July, 7:30pm The Gallery Room at The Square & Compasses
- Parish Council Meeting: 1st September, 7:30 Terling Village Hall
- Parish Council Meeting: 13th October, 7:30pm The Gallery Room at The Square & Compasses

The meeting closed at 8:30