

Minutes of the Meeting of Terling and Fairstead Parish Council held on Tuesday 13th October 2015 in The Gallery Room at The Square and Compasses, Fuller Street, Fairstead

Present: Mrs S McNamara
 Mrs S Alder
 Mr J Payne
 Mr R Hunt Cllr D Hufton-Rees
 Mr I Smith Mrs J Halfhide (Clerk) No Members of the Public

15.85 ***Apologies for Absence*** - Apologies were received, and accepted, from Cllrs Alex Dyke, Darren White, Robin Dixon, Pauline Bird, James Abbott and David Bebb

15.86 ***Meeting Open to the Public.*** There were no members of the public present.

15.87 ***Minutes of Last Meeting***

JP proposed and SA seconded that the Chairman should sign a copy of the minutes as a true and accurate record. The minutes of the meeting held on 1st September 2015 were unanimously approved.

15.88 ***Declaration of Interests***

None.

15.89 ***District Councillors' Reports***

The Clerk read a report from Cllr Abbott in which he explained that Cllr Bass is taking on a new role for strategic transport so almost all of the remaining Highways functions he had previously retained will now go to Cllr Johnson. Regarding Little Warley Hall Farm, ECC will not carry out any enforcement action until the legal challenge to the Inspector's decision is complete. The High Court hearing is scheduled for late November.

15.90 ***Chairman's Report***

The Chairman reported that she and the Clerk had, in accordance with the Complaints Procedure, investigated Mr Humphrey's complaint and had written a letter of response. Recommendations had been made to the Finance Committee, which needed to be considered.

15.91 ***Finance***

Copies of Receipts and Payments for the current financial year had been emailed to all Councillors. IS distributed his Receipts and Payments / Budget forecast sheet, which he then explained. Councillors noted that there would be a slight deficit for the year, with slightly higher than expected income and higher expenses. Closing reserves were expected to be approximately £24,000. IS suggested the Council should consider a Precept rise for the next financial year.

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

22nd Sept	2083	A H Jiggins - Handymen's Jobs	£ 88.91
22nd Sept	2084	J Halfhide - Clerk's Salary, August	£782.23
22nd Sept	2085	HM Revenue & Customs - Tax & PAYE	£178.97
22nd Sept	2086	Acumen Wages - Payroll	£ 22.20
22nd Sept	2087	Came & Co – Insurance	£859.66
22nd Sept	2088	D W Jiggins - Handymen's Jobs	£133.76

22nd Sept	2089 Lord Rayleigh's Farms - Garage rent	£20.00
22nd Sept	2090 BDC - Community Transport (donation)	£72.50
22nd Sept	2091 J Halfhide - Clerk's expenses August	£22.19
6th Oct	Ddebit EDF Energy - Changing Cabin electricity	£36.00

- Review of Financial Regulations and Review of Standing Orders (including Complaints Procedure) by Finance Committee. The Finance Committee would need to meet again to consider.

- IS requested all Committees notify him of their proposed expenditure for the next financial year, prior to next meeting so that he could draw up a draft budget for consideration at that meeting. IS would email all Councillors.

15.92 ***Environmental & Footpaths*** - Nothing to report.

15.93 ***Estate Liaison*** - Nothing to report.

15.94 ***Health & Welfare***

- Playground oak: BDC were waiting for the oak to loose some of its leaves before the canopy is reduced. BDC will discuss this with the Estate Office before doing the work and will also advise what the Parish Council's contribution towards the costs would be (expected to be a few hundred pounds). BDC advises a PICUS test every five years to ascertain the health of the tree. SA will be proposing that the Health & Welfare budget includes an annual contingency of £200 towards this. SA had also spoken to the company who did the actual test; their recommendation was in line with BDC's.

- Playground Licence: SA explained the present licence needed to be updated and formalised. A draft agreement had been prepared by the Estate and SA would be speaking to the Estate regarding this and would then revert to the Council.

- SA mentioned that as it has been vaguely suggested by Councillors in the past that it might be possible to look at alternative locations for the playground she had done some background research. The cost of moving the present equipment would be in excess of £30,000 and therefore looking at other sites was not viable.

- The Estate would be asked if it would be possible to remove the saplings around the perimeter before they caused damage to the fencing.

15.95 ***IT & Publicity***

- Change of domain name to a .gov.uk email for the Clerk

JP explained that DW had attempted to register a .gov.uk domain name for the Council but the application had been denied. It was not possible to register without also having a website, and this was something the Parish Council had already decided against; they did not want to move away from the Community site.

Therefore, and in view of the urgency, the Chairman had given permission for JP to renew the existing domain name. Since then JP had been trying to find a third party host for a managed account with just one email. (This was problematic as most wanted to charge for five email address; the Parish Council needs just one.) JP explained that he will continue to find a suitable company and will then move the hosting.

- Internet Café at Terling Post Office & Stores

The Post Office and Stores had requested that the Internet Café be removed. The equipment would be kept in storage until another location could be found, or the shop decided that they could

find a more suitable location for it. Other locations were discussed, together with whether or not there was still a need for an internet café in the village. The Clerk was asked to put a note in the Parish News asking for suggestions from the community. Various suggestions were made by Councillors, including the use of a tablet instead of a PC. It was agreed these would be considered after determining the wishes of the community.

- Vodafone 3G/4G in Parish area

JP was trying to get Vodafone to confirm in writing that a Data SIM package might be available allowing fast internet access (homes would need an aerial), to areas of the Parish which presently still have poor broadband speeds, including Fairstead. With a new Vodafone mast being erected in Silver End it was hoped that Fairstead would benefit.

15.96 ***Planning and Highways***

The Mill Lane ditch needed clearing; the handymen would be asked to do this.

Cllr Hufton-Rees explained that with a requirement in the Braintree area for 25,000 new homes to be built annually over the next ten years the BDC Local Plan, which was currently being drafted, needed to be considered and comments/concerns needed to be voiced. The public consultation period is expected to be early in 2016. BDC are shortlisting new development sites. There are none thus far proposed in Terling or Fairstead but a 3-4 acre site behind D's Café Diner in Hatfield Peverel was proposed (250 new dwellings) along with another 320 dwellings on the south side of the A12. Urbanisation is inevitable if this requirement is to be fulfilled.

15.97 ***Recreation Ground*** - nothing to report.

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

SA has arranged a Fuller Street litter pick on Saturday 17th October, meeting at 9:30. SA requested a dog waste bin in Fuller Street. A resident in Fuller Street, concerned with speeding traffic, had suggested a chicane in the area to calm traffic.

JP was concerned that several vehicles had come off the road at the sharp bend beyond Loys Farm in Fairstead Road, not helped by the sign being partly obscured.

Cllr Hufton-Rees confirmed that ECC Highways would need community gathered evidence (speed surveys, traffic monitoring, etc), supported by Councillors, before they would consider any traffic calming measures. Evidence of accidents in the area would also add weight to any requests to the Local Highways Panel. Residents need to be aware of the correct procedures and what is potentially involved when asking the Parish Council for traffic calming measures.

The Chairman wanted to publically record thanks to a 16 year school girl who has chosen to Litter Pick in the Parish, as her Volunteering commitment for her Gold Duke of Edinburgh award for an hour a week, every week for the next year.

15.99 ***Clerk's Report***

- Terling Litter Pick report

Terling's litter pick on 3rd October had been poorly attending; four adults and two children. The second litter pick warning sign had also been stolen from Hatfield Road that morning.

- New dog waste bin sites, Oakfield Lane, The Essex Way on Owl's Hill and Fuller Street. The Clerk had arranged to meet the BDC Dog Wardens on site on 16th October to discuss three possible new dog waste bin sites.

15.100 ***Clerk's Contract of Employment*** – IS had some suggested amendments and the Clerk was asked to check these with the EALC before redrafting.

- 15.101 ***BDC Amenity Refuse Collection*** – proposal to arrange for refuse collection three times a year costing £240 for 4 hours to collect residents’ rubbish - carry forward to the next meeting pending comments from residents.
- 15.102 ***Confirmation of Eligibility and Adoption of The General Power of Competence***
The Clerk confirmed the eligibility Criteria for adoption of The General Power of Competence as set out in the Localism Act 2011 s8 and confirmed that the Council met both these criteria. SA proposed therefore that the Power be adopted immediately. Seconded by JP. Unanimously agreed.
- 15.103 ***Approval of request from Darren White for leave of absence for six months***
The Clerk explained DW’s circumstances in requesting a six months leave of absence. RH proposed the leave be granted, seconded by IS. Unanimously approved.
- 15.104 ***Reviews: Playground Risk Assessment, Recreation Ground Risk Assessment, Recreation Ground Changing Cabin – Fire Assessment***
The Clerk and Trevor Lewis were working to carry out these reviews. The Chairman wished to thank Mr Lewis for his continued help with the risk assessments.
- 15.105 ***General Correspondence to note*** – none.
- 15.106 ***Information exchange / next agenda items***
RH asked for the Parish Council to formally request information on the future of the Rayleigh Arms pub.
The Clerk was asked to invite those who assist the Parish Council in the course of the year to the December meeting.
- 15.107 ***Dates for next meeting, including committees***
1st December, 7:30pm The Gallery Room at The Square & Compasses
12th January 2016, 7:30pm Terling Village Hall
5th April 2016, 7:30pm Terling Village Hall
- The meeting closed at 9pm