

**Minutes of the Meeting of Terling and Fairstead Parish Council held on Tuesday 20<sup>th</sup> September 2016  
at 7:30pm at Terling Village Hall**

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Present: Mrs S Macnamara  
Ms S Clements  
Mrs S Alder  
Mr G Mileman  
Mrs A Fitzgerald (co-opted Agenda item 16.73)  
Mrs F Killby, Clerk  
  
Cllr James Abbott

4 members of the public

16.67 ***Apologies for Absence*** – Cllr David Bebb, P Bird, I Smith and A Dyke.

16.68 ***Meeting Open to the Public***

A member of the public raised the issue of the consistent problems with Broadband access in the Parish. The Clerk to send a letter of complaint and concern to BT regarding recurrent problems.

16.69 ***Minutes of Last Meeting***

To approve as a correct record the minutes of the meeting held on 9<sup>th</sup> August. SC proposed and GM seconded that the Chairman should sign a copy of the minutes as a true and accurate record. The minutes of the meeting held on 9<sup>th</sup> August 2016 were unanimously approved.

16.70 ***Declaration of Interests***

None.

16.71 ***District and County Councillors' Reports***

Cllr Abbott attended the meeting and updated the Parish Council on a number of matters:

Directional Signs – He will formally be raising this ongoing issue at the next Highways Panel Meeting, as other Parish Councils had been successful in getting their signs repaired/replaced.

Dairy Bridge Fencing – He will also be raising this issue at the Highways Panel Meeting, as this has been ongoing since 2014.

Gabion Wall Collapse- Again he has been pursuing this matter along with the Parish Clerk but after an inspection he feels it could be treated with an infill of hardcore. FK to ask AD for a quote from Lord Rayleigh's Farms for gravel/hardcore.

Footpaths – It is likely that this budget will be reduced next year.

Cllr Abbott continues to liaise closely with Essex County Council members on the ongoing Highways' issues.

16.72 ***Chairman's Report***

Nothing to report.

16.73 ***Co-option of Mrs Anne Fitzgerald (Terling Ward)***

Anne Fitzgerald had previously expressed an interest in being co-opted onto the Council; the Clerk confirmed her eligibility. SC proposed Anne Fitzgerald be co-opted, seconded by SA, unanimously agreed. AF was duly co-opted onto the Council.

16.74 ***Newly co-opted Councillor to sign the Declaration of Acceptance of Office, Consent to Receive Council Summons and Agenda Electronically and to be reminded of the requirement to complete a Register of Interests and return it direct to the Monitoring Officer at BDC and to thereafter give written notification to the Monitoring Officer within 28 days of becoming aware of any changes.***

AF signed her Declaration of Acceptance of Office and gave her written consent to receive Council summons and Agenda electronically. The Clerk requested she return her Register of Interests form to the Monitoring Officer at BDC without delay.

16.75 ***Two Casual Vacancies for Fairstead Ward***

The Council is now free to co-opt for both vacancies. Three members of the public have expressed an interest in these vacancies.

16.76 ***Finance***

GM proposed that the following cheques/direct debits to be approved for payment. Seconded by SC. Unanimously approved: -

2 Aug 2080	D W Jiggins Handyman's Jobs – July	310.44
2 Aug 2081	Lord Rayleigh's Farms Garage Rental	20.00
4 Aug 2082	F Killby – July Expenses	104.07
9 Aug 2167	A H Jiggins Handyman's Jobs – July	132.67

15 Aug DD	EDF Energy Recreation Ground	13.00
16 Aug 2168	Lord Rayleigh's Farm photocopying	10.12
16 Aug 2169	J Halfhide July Expenses	7.41
16 Aug 2170	Acumen Wages Payroll Services	24.00
16 Aug 2171	HMRC PAYE and Tax	91.20
16 Aug 2172	F Killby July Salary/office allowance	482.64
16 Aug 2173	J Halfhide July Salary/ office allowance	281.55
30 Aug DD	British Telecom Clerk's Phone Line	21.99
10 Sept 2174	EALC Training for New Clerk	430.00
10 Sept 2175	EALC Training for New Clerk	50.00
10 Sept 2176	Terling Village Hall Room Hire	14.10
10 Sept 2177	Lord Rayleigh's Farms Garage Rental	20.00
10 Sept 2178	Lord Rayleigh's Farms Repairs Recreation Ground	70.56
10 Sept 2179	J Halfhide August Expenses	4.68
10 Sept 2180	F Killby August Expenses	39.65
13 Sept 2181	A Jiggins Handyman's Jobs – August	115.95
14 Sept 2182	J Halfhide August Salary	143.09
14 Sept 2183	F Killby August Salary/office allowance	578.66
14 Sept 2184	HMRC PAYE and Tax	94.94
14 Sept 2185	F Killby Expenses: Laptop, printer, software, etc	807.59

EX-AGENDA. The Clerk reported that she had received an initial renewal premium quote of £901.02 for renewal of the Parish Council's insurance under its long-term agreement with Came & Co. Renewal date is 1<sup>st</sup> October.

16.77 ***Environmental & Footpaths***

P3 Cutting Programme – Cllr Abbott reported there may be budget cuts for 2017-18, as stated in point 16.71.

16.78 ***Estate Liaison***

Nothing to report

16.79 ***Health & Welfare***

Playground - SA and SC continue to carry out regular inspections and it was observed that the padlock and Keep Out signs had disappeared from the oak tree. These have now been replaced with a new padlock and temporary laminated signs.

The Clerk and SA also visited the site and noted a number of repairs were necessary to the fencing. The Clerk will arrange for this work to be put out to tender.

16.80 ***IT & Publicity***

Purchase of laptop, scanner, software and disk storage - All equipment has now arrived and will be operational by the end of September.

16.81 ***Planning and Highways***

**APPLICATION NO 16/01514/FUL** Annexe at Barleyfields, Fuller Street, Fairstead, Proposed works to extend and alter the annexe.

RD requested clarification that access to the annexe remains through the Barleyfields site. The Clerk to inform BDC of this point.

**APPLICATION NO: 16/00788/FUL REVISED** Rosemead, Fairstead Road, Terling - Erection of extensions and refurbishment of house and new garage

This has now been approved. FK reported that she had received official confirmation that the BDC planning policy on hedges was only applicable to hedges in the open countryside and not between two private residential properties, and was considered a civil matter. This is at odds with the Village Design Statement and she will again refer this back to BDC for further clarification.

Directional Signs – updated by Cllr Abbott in Point 16.71

Local Plan – Only two issues had been raised by local residents, one that the area behind New Road and Crow Pond cottages has been used as allotments and stated as such in at least three previous local plans; its use has been uninterrupted and should continue as such in future BDC local plan. The second issue is that the area between the pumping station and pool, and its use, is acknowledged.

Regarding the Arla Decommissioning and Redevelopment access the Clerk reported that BDC have responded that any redevelopment would go through the normal planning process and matters of access and movement would be dealt with as and when any planning applications are received. BDC also felt that the closure of the site would reduce the flow of HGVs even in the construction phase of any new development.

Terling Ford Gabion Wall – updated by Cllr Abbot in Point 16.71

16.82 ***Recreation Ground***

Nothing to report.

16.83 ***Responsibility of Parish Council as Custodian Trustee of Terling Village Hall***

The Council's interest is now noted on the Village Hall insurance policies which will be confirmed at each renewal. Certified copies of the HM Land Registry documents will be held by the Parish Council for safekeeping. This matter is now closed.

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

SA reported that there will be another litter pick in Fuller Street on Saturday 15<sup>th</sup> October.

16.85 ***Clerk's Report***

A Litter Pick in Terling and Fairstead has been arranged for Saturday 24<sup>th</sup> September.

16.86 ***Information exchange / next agenda items***

Nothing to report.

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

17<sup>th</sup> October, Finance Committee Meeting, - Copse Rise, The Street, Terling, 7.30 pm

25<sup>th</sup> October, Parish Council Meeting, Terling Village Hall, 7.30 pm

6<sup>th</sup> December, Parish Council Meeting, Square and Compasses, 7.30 pm

17<sup>th</sup> January. Parish Council Meeting, Terling Village Hall, 7.30 pm

Close of Business – 8.25 pm