

## TERLING AND FAIRSTEAD PARISH COUNCIL

### Minutes of the Meeting of Terling and Fairstead Parish Council held on Tuesday 23<sup>rd</sup> February 2016 at 7:30pm at Terling Village Hall

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Present: Mrs S McNamara  
Mr R Dixon  
Mrs S Alder  
Mr I Smith  
Mr A Dyke  
Mr J Payne  
Miss S Clements  
Mr R Hunt  
Cllr J Abbott  
Cllr D Bebb

Mrs J Halfhide (Clerk)  
1 member of the public

16.150 ***Apologies for Absence***

Apologies were received, and accepted from Mrs Pauline Bird.

16.151 ***Meeting Open to the Public***

Mrs Daphne Parris, Parish Transport Representative, explained the current situation with regards to the four buses serving the Parish. The present contract runs to August 2017. The buses are quite well used, with the possible exception of the Saturday bus. More people using the buses would be welcome, to protect the services for the future. There are on average 50 passenger trips per week. ECC Transport are very cooperative. It was suggested that a link to the bus timetables should be published on the Community Website, and a summary of the timetables should again be published in the Parish News. They should also be placed on the bus shelter in Oakfield Lane. The Clerk was asked to attend to this. The buses turning in Oakfield Lane continues to be an issue, especially when residents park vehicles there which block the route, despite repeated requests not to. The Chairman and Mrs Parris would be attending a Transport meeting later in the week.

16.152 ***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 12<sup>th</sup> January 2016 were unanimously approved.

16.153 ***Declaration of Interests***

AD declared a non-pecuniary interest in Agenda items 16.162 (applications 16/00078/LBC and 15/01524/LBC) and 16.158 (proposals to re-route public footpaths). AD's employer Lord Rayleigh's Farms Limited is the landowner involved with all these issues.

16.154 ***District and County Councillors' Reports***

Cllr Bebb reported on the budget cuts for BDC which resulted in a 3.1% increase on Council Tax for 2016-17. This equates to an increase of £4.95 p.a. on a Band D property. The protection of front line services remains a priority for BDC despite facing a challenging financial year ahead. Under the Local Development Plan 380 sites are being considered for planning. There are no proposed sites in Terling or Fairstead but the Parish Council can comment on any of the proposed sites under consideration in a number of forthcoming consultations. Cllr Bebb reported on the locations for proposed Garden Communities.

Cllr Abbott had not received any information on the Little Warley Hall Farm planning appeal since the last meeting. Cllr Abbott was aware of the PROW proposals for re-routing some Terling footpaths. On ECC finances, the situation remains extremely challenging; with a 4% tax increase set by ECC. Cllr Abbott reported that year on year increases should be expected, with an inevitable reduction in services due to budgetary cuts. Childcare centre services are being reconfigured, with a public consultation being accessible on the ECC website. Highways continue to invest in rural roads.

16.155 ***Chairman's Report***

The Chairman wished to record her thanks to Mrs Louisa Sime, who had resigned as a Parish Councillor. She also wished to record thanks to Daphne Parris in her role as Parish Transport Representative.

16.156 ***Casual Vacancy due to Mrs Sime's resignation***

The Clerk explained that the Casual Vacancy had been advertised and that the Parish Council was not able to Co-opt. Councillors would give consideration to this.

16.157 ***Finance***

Copies of Receipts and Payments for the current financial year had been emailed to all Councillors. IS proposed that the following cheques/direct debits to be approved for payment. Seconded by RD. Unanimously approved:-

- The following cheques/direct debits to be approved for payment and signed:

11th Jan	1995	Lord Rayleigh's Farms - Garage rent	£20.00
11th Jan	1996	Acumen Wages - Payroll	£22.20
11th Jan	1997	EON - Street lighting	£47.40
11th Jan	1998	J Halfhide - Clerk's Pay	£679.32
11th Jan	2111	HM Revenue & Customs - Tax & PAYE	£109.55
11th Jan	2112	J Halfhide Clerk's expenses – mileage	£20.73
11th Jan	2113	John Payne - Expenses - Mailbox hosting	£56.16
11th Jan	2114	Ritz Inns Meeting expenses	£82.00
11th Jan	2115	Acumen Wages - Payroll	£22.20
11th Jan	2116	Acumen Wages - Payroll	£22.20
11th Jan	2117	Wicksteed Leisure Ltd - Playground spares	£34.20
11th Jan	2118	HM Revenue & Customs Tax & PAYE	£124.41
11th Jan	2119	Lord Rayleigh's Farms - Garage rent	£20.00
11th Jan	2120	Acumen Wages - Payroll	£22.20
11th Jan	2121	D W Jiggins - Handymen's Jobs General	£36.72

- SA proposed expenditure of £15 for the Clerk to attend Transparency Code Briefing at EALC. Seconded by SC. Unanimously agreed.

- IS proposed that the Council should adopt new Financial Regulations, as previously circulated to all Councillors after review by the Finance Committee. Seconded by SA. Unanimously agreed.

- RH proposed that the Council should adopt new Standing Orders (including Complaints Procedure), as previously circulated to all Councillors after review by the Finance Committee. Seconded by RD. Unanimously agreed.

- The Clerk reported that BDC would be making an additional payment of £170 with the precept. This has arisen from a surplus on the Council Tax Collection Fund.

- RD explained the amendments to the Financial Regulations and Standing Orders and urged all Councillors to familiarize themselves with the changes, which had already been circulated fully and explained by the Clerk in emails. The newly adopted Financial Regulations and Standing Orders would be published on the community website.

RD reported that the Finance Committee was considering Workplace Pension providers for the Clerk. The Clerk was asked to contact the payroll bureau to ascertain the cost of including this on the existing payroll.

16.158 ***Environmental & Footpaths***

- ECC Proposals to re-route public footpaths Terling Footpaths 12, 13, 14, 15, 17, 18, 22, 26, 30 and 32.

AD was asked, in his capacity as Estate Manager to Lord Rayleigh's Farms, to explain the proposals. ECC's aim is to modernise the paths network. They had approached the Estate to work together to rectify errors which were made when the definitive routes were originally set, and to formally acknowledge the preferred routes of walkers which is generally to avoid the existing cross field paths and to walk field edges, often on circular routes. Councillors agreed the proposals seemed logical and it was noted that there would be the added benefit to the Parish of increased income under the P3 scheme. This is an informal consultation and it was agreed that the Parish Council would commend support of the plans. Subject to the initial consultation the proposals would then need to go through the full application process and statutory consultations when the Parish Council would have another opportunity to comment.

16.159 ***Estate Liaison*** – nothing to report

16.160 ***Health & Welfare***

SA reported that there was nothing to report on the playground oak tree. SA wished to record thanks to David Anderson who had repaired and repainted the springer horse in the playground.

16.161 ***IT & Publicity***

JP had advertised the old internet café PC on eBay and Gumtree, but there had been no interest. The Clerk was asked to find out if any of the Village Organisations would like it. JP updated the Council on the Superfast Essex project. 90% of Terling will have high speed fibre broadband by December 2018. This will extend as far North as Loys Farm, and so will exclude Fairstead, Ranks Green and Fuller Street. The Government will fund the hardware for satellite broadband if it can be proved the service is below 2Mb. A trial is underway on new hybrid radio wifi in Maldon and Ipswich, but the cost is likely to be prohibitive.

16.162 ***Planning and Highways***

- Application No: 16/00078/LBC (Listed Building Consent) - Terling Place. The Planning Committee had no comment to make.

- Application No: 15/01524/LBC (Listed Building Consent) - Noakes Barn. No Comment

- Application 16/00129/AGR - Noakes Barn. No comment but the Clerk was asked to seek BDC's formal views in resolving this existing lawful development application.

- Application No: 16/00188/FUL Erection of first floor side extension over existing kitchen - Thatchetty Cottage, Waltham Road. It was noted that the freehold interest had been incorrectly marked on the application. It was unanimously agreed that the Parish Council could not support the application as submitted and should encourage the applicant's agent to engage with BDC officers to advance a more sensitive and proportionate extension, as well as to provide access and policy compliant statements to support the application.

It was noted that application 16/00129/AGR – Terling Place, application for a wood chip store did not fall under Permitted Development and BDC had advised the applicants that they need to apply for full planning permission.

16.163

***Recreation Ground***

AD reported he is investigating electricity usage in the Changing Cabin, recently increased to a direct debit of £63 per month. RD asked the Clerk to detail the cost and revenue for the next meeting.

16.164

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

RD had reviewed the Parish Council's responsibility as Custodian Trustee. He felt that the Standing Orders needed to be amended to reflect the fact that the Parish Council should hold the Deeds and that its responsibility also includes checking the Village Hall insurance. Firstly it was necessary to locate the deeds. The Clerk was asked to contact the previous Clerk.

16.165

***Consideration of a Parish Based Transport Service***

The Parish Council had been asked to consider a Parish based transport service by a member of the public. In light of Mrs Parris' report, it was agreed that Parish Council should continue to support the present bus services but was willing to consider a Parish Transport Service, if a business plan could be presented. In any case it would be necessary to liaise with Mrs Parris further to get a full understanding of the present situation. A Parish Based Transport service had been considered, and rejected, by the Parish Council in the past; a lack of suitable volunteers had been a major issue and this was still a concern.

16.166

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

RD reported with sadness the death of past Councillor Dick Butcher.

16.167

***Clerk's Report***

The Clerk has arranged a Spring Litter Pick 16<sup>th</sup> April, 10am meeting in Terling Village Hall Car Park.

16.168

***General Correspondence to note***

16.169

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

AD updated Councillors on the improvement works at The Rayleigh Arms.

16.170

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

5<sup>th</sup> April 2016, 7:30pm Terling Village Hall 7:30pm

17<sup>th</sup> May, Annual Parish Meeting and Annual Meeting of the Parish Council, Terling Village Hall 7:30pm

Close of Business: 9:40pm.