

Minutes of the Meeting of Terling and Fairstead Parish Council held on Tuesday 25th October 2016 at 7:30pm at Terling Village Hall

Present: Mrs P Bird (Acting Chairman)
 Ms S Clements
 Mrs S Alder
 Mrs A Fitzgerald
 Mr R Dixon
 Mr A Dyke
 Mrs A Blackshaw (co-opted Agenda item 16.94)
 Mrs S Fruchard (co-opted Agenda item 16.94)

Mrs F Killby, Clerk

Cllr D Bebb

16.88 ***Apologies for Absence*** – Apologies for absence were received and accepted from Cllr J Abbott, S Macnamara and G Mileman.

16.89 ***Meeting Open to the Public*** - No members of the public were present

16.90 ***Minutes of Last Meeting***

To approve as a correct record the minutes of the Parish Council meeting held on 20th September 2016. SC proposed and AF seconded that the Chairman should sign a copy of the minutes as a true and accurate record. The minutes of the meeting held on 20th September 2016 were unanimously approved.

16.91 ***Declaration of Interests***

AD declared a non-pecuniary interest in all Agenda items relating to his employer, Lord Rayleigh's Farms Limited, Lord Rayleigh and Lord Rayleigh's family. SA declared a non-pecuniary interest in Agenda 17.01, Planning Application No 16/01649/FUL, Willow Cottage being the immediate neighbour of the applicants.

16.92 ***District and County Councillors' Reports***

Cllr Bebb passed on information regarding the Councillors' Community Grants, a fund set up to donate between £100 and £1,500 to local worthy causes. This information is already available on the village website and in the Parish News.

He reminded the Council that the Green Collection will be suspended for three months, week commencing 5th December, resuming week commencing 27th February 2017.

Local Plan – He stated there had been 3,000 comments on the Plan which is under further review with a final endorsement in February 2017.

A controversial planning application in Hatfield Peverel by Gladman Developments has been blocked by one vote.

2017 budget preparations have recently taken place with a further meeting due on the 23rd November. The projection is to save £1.5 million over the course of the next two years and Local Funds are set to be cut by one-third.

16.93 **Chairman's Report** – nothing to report.

16.94 **Co-option of Mrs Sarah Fruchard (Fairstead Ward) and Mrs Annemarie Blackshaw (Fairstead Ward)**

Mrs S Fruchard and Mrs A Blackshaw had previously expressed an interest in being co-opted onto the Council; the Clerk confirmed their eligibility. SA proposed Sarah Fruchard and Annemarie Blackshaw be co-opted, seconded by AF and unanimously approved. SF and AF were duly co-opted onto the Council.

16.95 **Newly co-opted Councillors 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.**

SF and AB signed their Declarations of Acceptance of Office and gave their written consent to receive Council summons and Agenda electronically. The Clerk requested they return their Register of Interests form to the Monitoring Officer at BDC without delay.

16.96 **Finance**

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

18 th Sep	2186	Acumen Wages	Payroll Services	24.00
20 th Sep	DD	British Telecom	Clerk's Phone Line	21.99
10 th Oct	2187	Royal British Legion	Poppy Wreath	17.00
10 th Oct	2188	Lord Rayleigh's Farms	Garage Rental	20.00
10 th Oct	2189	A H Jiggins	Handyman's Jobs Sept	172.63
10 th Oct	2190	D W Jiggins	Handyman's Jobs Aug	107.94
10 th Oct	2191	D W Jiggins	Handyman's Jobs Sept	84.38
10 th Oct	2192	Came & Company	Insurance Renewal	901.02
10 th Oct	2193	PKF Littlejohn	External Audit	120.00
10 th Oct	2194	A&J Lighting	Maintenance Contract	72.00
10 th Oct	2195	Terling Village Hall	Room Hire	14.10
10 th Oct	2196	F Killby	Expenses	52.92
10 th Oct	2197	J Halfhide	Salary	175.25
10 th Oct	2198	F Killby	Salary/Office Allowance	622.87
10 th Oct	2199	HMRC	PAYE and Tax	132.65
15 th Oct	2180	Braintree District Council	Rates Recreation Ground	343.64
15 th Oct	2181	Eon Electricity	Street Lighting	55.04
15 th Oct	2182	Acumen Wages	Payroll Services	24.00

Approval was requested for councillors to attend New Councillor Training Course - £275. RD proposed, Seconded by PB, unanimously approved.

16.97 ***Environmental & Footpaths***

P3 cutting programme – The second cut is due to be completed by the end of October at which time an invoice will be sent to BDC for payment.

16.98 ***Estate Liaison***

Salt Bag Scheme -AD reported that the bags had now been delivered. The Clerk is to produce a leaflet for inclusion in the Parish News to publicise this. Some suggested recipients were the school, nursery, village hall, shop, church, tea rooms and pubs.

PB stated she had received complaints regarding the cutting of the hedge at Betty's Barn as a lot of debris was left in the road and could have caused a potential hazard. AD to speak to LRF.

16.99 ***Health & Welfare***

Playground - It was noted that A and D Jiggins should be thanked for their continued hard work. The tree stumps growing through the fences are being monitored. Two quotes have been received for fence repairs and will be put forward at the next meeting. Laminated notices need to be purchased to replace those stolen, temporary notices are still in place. Clerk to action.

Emergency Plan – SA updated the meeting on the Emergency Plan which had been revised with contact details of new councillors and some updated emergency numbers. She expressed concern over the potential loss of landline coverage and the alternative use of mobile phones. It was decided that the Clerk would purchase a basic mobile phone which would be held by the Clerk/the Chairman and would contain Councillors' mobile numbers in the event of an emergency.

AD suggested adding councillors' emails to the Plan – SA to action.

RD suggested that the Telephone Tree be tested – SA to action.

Clerk will put a notice in the Parish News asking for a volunteer Firstaider to be added to the Emergency Plan.

17.00 ***IT & Publicity***

AD requested an update regarding the backup of emails prior to March 2016 and is to purchase a SYSTools PST Merge at £35 as approved at the Parish Council Meeting on 17th May 2016, Agenda item 16.18.

17.01 ***Planning and Highways***

All planning applications are available to view:

https://www.braintree.gov.uk/info/200225/search_and_track_planning_applications

APPLICATION NO: 16/01649/FUL DESCRIPTION : Erection of single storey rear, side and front extension and demolition of existing garage and replacement with new detached double garage.

LOCATION : Willow Cottage Fuller Street Fairstead Essex CM3 2BB

RD commented on the proposed relocation of the garage, he suggested that windows overlooking the neighbouring property should have obscured glass or be redirected to mitigate visual intrusion to this property and asked that contractors vehicles and materials be parked within the application site.

APPLICATION NO: 16/00788/FUL **REVISED** Rosemead, Fairstead Road, Terling - Erection of extensions and refurbishment of house and new garage Rosemead - BDC has responded that the removal of the hedge is a civil matter between neighbours and not in a conservation area. The Council has again drawn BDC's attention to the policy guidelines in the VDS and await a response.

APPEAL - Planning Application Information ESS/60/13/BTE - Essex County Council, Little Warley Farm, Ranks Green, Fairstead, Date of Appeal: 6th October – This Appeal is still under consideration. Cllr Abbott attended the hearing and he felt all issues were well aired.

APPLICATION NO 16/00280/TPO, 16/00280/TPO – 12 The Estate Yard, Terling, - A report was submitted by A MacWillson, Tree Warden who visited the site with the BDC Tree Officer which supported the planning application as it was felt that judicious pruning would be beneficial to their maintenance and appearance.

Directional signs – RD is carrying a survey with signs experts from a neighbouring parish to see if this can be progressed.

Terling Ford Gabion Wall Collapse - This has now been fast tracked through the Highways system and repairs will start shortly, although no timescale is yet available.

Dairy Bridge Fencing – RD to obtain three quotes for repairing this fencing. He also expressed concern about the blockages in the river. Clerk to write to Enviromental Agency to complain.

Norrells – The piping of ditches has not still not been carried out, Clerk to chase Highways and report back to Council.

Local Plan – At a recent sub-committee meeting regarding Fairstead, it was confirmed that it will remain as a settlement within the countryside with no development boundary. At the next Local Plan Sub-Committee meeting to be held on Monday 31st October, Agenda Item 2.205 recommends that the Inset Map be amended to reflect the current use of sites at the Dismals and the area shown as allottments behind New Road and Crow Pond Cottages, and the Council agreed to support this.

17.02

Recreation Ground

AD reported that Terling Villa are still the only football team to regularly use the facility, it is available for occasional matches by other teams and is advertised in the Parish News.

17.03

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

SA reported that there had been complaints regarding the number of low flying aircraft from Stanstead. AD stated this was due to the extreme weather pattern which should alter soon.

SA commented on the bad state of repair of the phone box in Ranks Green. Clerk to request handymen to paint it. AB suggested a rota to keep the phone box clean.

Square & Compasses need more recycling bags, Clerk to request from BDC.

A Litter Pick was held during October with 6 volunteers, SA wanted to particularly commend a twelve-year old young lady who worked extremely hard.

RD asked for new members to join Planning Committee.

SC agreed to be the School Liaison Officer

AD has requested a meeting with Greenfields who seem unwilling to do this. PB stated that Greenfields would consider this road for the Chip Fund, money that is set aside for this kind of work. AD to progress with SM re involving local councillors to try and resolve this issue.

17.04 ***Clerk's Report***

FK reported that she had received a Rural Service Survey requesting an update of facilities available in Terling, Fairstead and Fuller Street. She queried the level of mobile network coverage and it was agreed that this would be reported as "variable according to location".

17.05 ***Potential Sale of Registered Community Asset – Rayleigh Arms Car Park***

This matter was discussed and various options were put forward. It was noted that the deadline is 14th December 2016.

17.06 ***Government Proposals to Cap Parish Sector Councils***

Clerk to send a letter opposing the above as it is not considered to be in the best interests of the residents.

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

Playground repairs quotes.

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

7.30 pm, 6th December, Parish Council Meeting – Square and Compasses

7.30 pm, 17th January, Parish Council Meeting, Terling Village Hall

7.30 pm 28th February, Parish Council Meeting, Terling Village Hall

Meeting closed 9.55 pm