

Minutes of the Meeting of Terling and Fairstead Parish Council held on Tuesday 31st October 2017 at 7.30pm at Terling Village Hall, Terling

Present: Mrs S McNamara (Chairman)
Mr R Dixon
Mrs A Fitzgerald
Mrs A Blackshaw
Mrs S Alder
Mrs P Bird
Mr I Smith

Mrs F Killby, Clerk/RFO

Cllr J Abbott
Cllr D Bebb

No members of the public

18.85 *Apologies for Absence* - Apologies for absence were received and accepted from S Fruchard.

18.86 *Meeting Open to the Public* - no members of the public were present.

18.87 *Minutes of Last Meeting*

PB 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 19th September were unanimously approved.

18.88 *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 pecuniary interest in Agenda Item 18.97, - Planning App 17/01776/LBC and SM declared a pecuniary interest in Agenda Item 18.97 – Planning App 17/0030/TPOCON.

18.89 *District and County Councillors' Reports*

Cllr Bebb stated that the Local Plan has been sent to the Planning Inspectorate for approval in 2018. As reported before, the planning applications for Stonepath Meadows and Gleneagles are being reviewed by the Secretary of State and there will be a hearing on 12th December regarding the applications for 120, 140 and 80 houses respectively.

BDC Budget – BDC have chosen to take part in a pilot Business Rates Retention Scheme Bid.

Cllr Abbott reported that at the recent Highways Panel meeting in September it was noted that only 3 out of 4 possible schemes have been taken up by ECC.

Brook Cottages – this scheme has been submitted but at the moment it is undecided as to whether this will be a maintenance issue or a new scheme. Highways acknowledge that the current flooding issues need to be resolved but as yet there are no dates for this work.

Buses – Cllr Abbott has no news on this but will continue to raise it with ECC.

Mobile Libraries – the consultation ends on 6th November with regard to cutbacks in the service.

Oakfield Lane – Cllr Abbot has written to Cllr Grundy and to date has received no reply, he will chase.

No news on any other maintenance issues.

18.90 ***Chairman's Report***

Nothing to report.

18.91 ***Casual Vacancy - Terling Ward***

No new candidates at present for this vacancy.

18.92 ***Finance***

Copies of Receipts, Payments, Bank Reconciliation and Budgets for the current financial year were distributed prior to the meeting to all Councillors. AF proposed that the following cheques/direct debits be approved for payment. Seconded by SA, unanimously approved: -

5th Oct	2329	P K F Littlejohn	External Audit Services	120.00
5th Oct	2330	Zurich Municipal	Insurance	759.91
5th Oct	2331	Terling Village Hall	Room Hire	14.40
5th Oct	2332	Acumen	Payroll Services	24.00
5th Oct	2333	F Killby	Salary/Office Allowance	837.31
5th Oct	2334	F Killby	Expenses	183.39
5th Oct	2335	Inland Revenue	PAYE/Tax	334.98
5th Oct	2336	Essex Pension Fund	Pension Contribution	289.07
5th Oct	2337	A H Jiggins	Handyman Services August	124.92
5 th Oct	2338	D W Jiggins	Handyman Services Jul/Aug	203.31
5 th Oct	2339	E.on	Street Lighting	60.21
12 th Oct	2340	Royal British Legion	Poppy Wreath	17.00
12 th Oct	2341	Anglian Water	Water – Recreation Ground	31.13
12 th Oct	2342	Lord Rayleigh's Farms	Garage Rental/Photocopying	20.71

15th Oct DD EDF Energy Electricity Recreation Ground 5.00

18th Oct DD British Telecom Clerk's Phone Line 32.87

AB proposed and SA seconded approval for Clerk to attend RFO training day at EALC at a cost of £25 (75% reimbursable to Council)

18.93 ***Environmental & Footpaths*** - Footpaths have now had their second cut in accordance with the P3 agreement.

18.94 ***Estate Liaison***

PB asked that thanks be recorded to the Estate for cutting some of the footpaths during the summer.

18.95 ***Health & Welfare***

Emergency Plan – The Telephone Tree and mobile phone texting service will be tested on 4th December and the Plan will be reviewed/amended in December.

Playground – SA presented a list of maintenance issues that still need attention at the playground. A decision on CIF grant funding for new safety surfaces should be received in November.

18.96 ***IT & Publicity***

Wifi Village Hall – It was noted that the Parish Council can now approach any provider for this service.

18.97 ***Planning and Highways***

IS joined the meeting at this point.

Planning App 17/01776/LBC – Retention of CCTV Cameras, The Old Stores, Fuller Street – The Parish Council supported this application.

Planning App 17/00330/TPOCON – Tree Preservation/Works, All Saints Church, Terling – The Parish Council supported this application.

Clerk to write to Planning Enforcement regarding an infringement of planning at Bakers Cottage.

- Local Plan – see Minute 18.89
- Housing Needs Survey – Councillors have received copies of a draft survey prepared by RCCE. A Planning Committee meeting will be arranged to discuss this further.
- Eroded Verge Opposite Brookside Cottages – see Minute 18.89
- Highways Encroachment and Property Boundaries - Parish Review – AD to action, Cllr Abbott stated that any issues should be submitted as individual cases to Highways.
- Maintenance of Dismals – BDC Councillors' Community Grants Application – still awaiting funds but RD and Clerk to action purchase of the materials for the work to be carried out. Clerk to liaise with AD re delivery/storage.
- Directional signs – the metal signs are to be replaced by the Local Highways Panel but no date or action plan as yet, it was suggested that the wooden signs could be repaired
- Terling Ford Gabion Wall – no date as yet for works
- Hollow Ditch Railings – SM will check to see if this has been cleared

18.98 ***Recreation Ground***

This is now being used on a regular basis by T Meredith's team. Clerk is still researching grants for upgrading the electrical supply but it is unlikely that the Recreation Ground will be eligible.

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

SA- another litter pick has taken place in Fuller Street with AB assisting, nine people attended and thanks are due to the Square & Compasses for supplying the litter pickers with coffee. SA requested that more hi-vis jackets are made available.

AB – thanked SA and her husband for their help at the Ranks Green Litter Pick, which was very well supported with fourteen adults and five children.

PB – has received an email asking if the sign for the Ford can be moved as it is overgrown and hard to see. It was noted that the hedge adjacent to the sign needs attention. Clerk to action.

19.00 Clerk's Report

A litter pick took place in Terling recently but only five people attended.

Clerk has actioned SA's request to have 30mph signs reinstated at all entrances to Fuller Street.

Clerk is still pursuing UK Powers Networks regarding the street light at Terling Ford.

Clerk reported that she had received a response from P Patel where she stressed her concerns about bus cuts to rural areas and internet issues. Anyone experiencing slow internet speeds should write to Ms Patel to express their concerns.

Clerk has received a suggestion and a complaint in the suggestions box, the suggestion is for a dangerous junction notice to be installed on the Hatfield Road. The complaint was regarding strimming of the bank adjacent to the cemetery and the cuttings not being collected.

The Clerk and SA recently attended the BDC Community Funding Fair to get the latest information on grant funding.

19.01 ***Rural Community Council of Essex, 2017 Essex Village of the Year***

AF left the meeting at this point.

The clerk has researched costings for signage for the above prize. It was agreed that one sign should be purchased for installation at the entrance to the village on Hatfield Road, this sign will cost approximately £50, exact measurements to be determined.

The remaining prize funds are likely to be spent on screening the recycling bins and planting at the front of the village hall.

19.02 ***Grants – 2017***

As stated in Minute 18.95 Council are still awaiting the results of the CIF application. RD will attend a presentation organized by EALC to showcase the new Local Service Fund grant on 9th November.

19.03 ***Bus Service*** – nothing to report

19.04 ***Permanent Litter Collection Points***

RD is still researching this.

19.05 ***Emergency Response Times***

Clerk reported that she had received the following information:

Fire Service- within 10 minutes to life threatening situations, within 15 minutes to all calls

Police – within 20 minutes to rural areas

Ambulance – Category 1 – life threatening – average time 7 minutes, usually within 15 minutes

Category 2 – emergency – average time 18 minutes, usually within 40 minutes

Category 3 – urgent calls – usually within 120 minutes

Category 4 – less urgent – usually within 180 minutes

19.06 ***Mental Health First Aiders***

RD to chase EALC.

19.07 ***Open Spaces Action Plan*** - To be discussed at the next Planning Committee meeting.

19.08 ***RCCE Neighbourhood Plan Events*** – It was noted that there is a meeting to discuss this on 16th November at Alresford.

19.09 ***Growing a Rural Community – Survey for Essex*** – Clerk to complete this survey on behalf of the Parish Council.

19.10 ***Information exchange / next agenda items*** – nothing to report.

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

7.30 pm, 12th December, Parish Council Meeting, Square & Compasses, Fuller Street

7.30 pm, 23rd January, Parish Council Meeting, Terling Village Hall

7.30 pm, 6th March, Parish Council Meeting, Terling Village Hall

Meeting closed at 9.17 pm