

**Minutes of the Meeting of Terling and Fairstead Parish Council held on Tuesday 12<sup>th</sup> December 2017 at 7.30pm at The Square & Compasses, Fuller Street**

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

Cllr J Abbott  
Cllr D Bebb

Two members of the public were present

19.12 ***Apologies for Absence*** - Apologies for absence were received and accepted from A Fitzgerald, S Fruchard and F Killby.

19.13 ***Meeting Open to the Public*** – no comments.

19.14 ***Minutes of Last Meeting***

AB 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 31<sup>st</sup> October were unanimously approved.

19.15 ***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.

19.16 ***District and County Councillors' Reports***

Cllr Bebb:

*Finance*

BDC will receive less income from Government grants and will therefore be looking to make savings. Terling will receive £297 from this year's Council Tax surplus. BDC did not receive a New Homes Bonus which is available to Councils who are building 243 homes or more.

*Planning*

The local plan has been submitted, and an eight day hearing regarding proposed developments at Stone Path and Gleneagles Way, Hatfield Peverel has begun.

Cllr Abbott

Roads

There has been some damage to roads due to the ice, Cllr Abbott is to carry out a check in the area. He will also follow up the request to repair the large pothole in Fuller Street.

Waste

ECC have been sending all their non-recyclable waste to a plant at Billericay for processing. There are problems with this plant resulting in one third of the waste going to landfill at a considerable cost to the tax payer. ECC are looking for alternative providers. Other waste is being re-cycled.

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

19.18 **Casual Vacancy - Terling Ward**

Mrs L Sime has expressed an interest in rejoining the Parish Council and she will be formally co-opted at the next Parish Council meeting on 23<sup>rd</sup> January.

19.19 **Approval for S Fruchard to extend her leave of absence to February 2018**

AB proposed and SA seconded that S Fruchard be allowed to extend her leave of absence to February 2018, unanimously approved.

19.20 **Finance**

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

7th Nov	2343	Acumen Wage Services Payroll Services	24.00
7th Nov	2344	Terling Village Hall Room Hire	28.80
7th Nov	2345	Lord Rayleigh's Farms Garage Rental	20.00
7th Nov	2346	A H Jiggins Handyman's Services Nov	267.11
7th Nov	2347	EALC RFO Course	25.00
7 <sup>th</sup> Nov	2348	F Killby Salary/Office Allowance	723.31
7th Nov	2349	F Killby Expenses	36.83
7th Nov	2350	Inland Revenue Tax/PAYE	254.54
7 <sup>th</sup> Nov	2351	Essex Pension Fund Pension Contribution	242.69
7th Nov	2352	EALC Planning Course	260.00
15th Nov	DD	EDF Energy Electricity Recreation Ground	5.00
18 <sup>th</sup> Nov	DD	British Telecom Clerk's Phone Line	32.28

It was pointed that the above cheques/direct debits were duplicated on the agenda.

AD also queried the amount of the pension contribution which appears to be 25% of payroll. Clerk to clarify.

Councillors were reminded that budget requests should be submitted as soon as possible for the Precept to be formally approved at the next Parish Council Meeting on 23<sup>rd</sup> January 2018.

19.21 ***Environmental & Footpaths***

Some of the paths in Fuller Street and Ranks Green have not been reinstated, Clerk to contact the landowner.

19.22 ***Estate Liaison*** – nothing to report.

19.23 ***Health & Welfare***

Emergency Plan – SA thanked the Clerk and all Councillors for their help on revising the Emergency Plan. SA proposed and RD seconded that the latest version (2018) be approved, unanimously approved.

Playground – T Lewis is currently carrying out the annual Risk Assessment.

19.24 ***IT & Publicity***

Wifi Village Hall – this is still in progress.

19.25 ***Planning and Highways***

**Bakers Cottage Waltham Road Terling - Planning Enforcement Case No 17/00376/NCC3** – RD explained the situation regarding this matter. AD expressed concern that there is no time limit on completion of work for planning applications.

- Local Plan – submitted.
- Housing Needs Survey – Clerk to circulate the survey carried out in 2001 to all Councillors
- Eroded Verge Opposite Brookside Cottages – work has been approved, Cllr Abbott will continue to monitor.
- Highways Encroachment and Property Boundaries - Parish Review – AD will report on this at a future meeting.
- Maintenance of Dismals – Materials have been purchased, LRF will be carrying out the work.
- Directional signs – no news.
- Terling Ford Gabion Wall – work has been approved, Cllr Abbott will continue to monitor.
- Oakfield Lane – JA confirmed that ECC have provided a specification for work to bring the Lane up to adoption standard, although there is no guarantee that it would be adopted. Clerk to arrange meeting with JA, Greenfields representatives and residents to discuss the situation.
- Hollow Ditch Railings – Debris is still there and has been reported again to Highways.
- Highways – LRF were thanked for clearing the local roads during the heavy snow. AD confirmed that they have a contract with ECC but this does not come into force until they are asked to clear – which may be too late. It was confirmed that salt is for use on the highways, pavements or public places, but agreed that to clear, eg an elderly person's drive is acceptable. AD can arrange for salt to be delivered.

19.26 ***Recreation Ground***

T Lewis will be carrying out annual risk assessments in the near future.

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

AD - The Village Hall have obtained estimates to update the car park. Clerk to get advice from RCCE regarding the possibility of the Parish Council, as Trustees, leading the project so that VAT can be reclaimed.

SA - Water is running down the road in Fuller Street, this has been reported to the Water Board but no-one is taking responsibility. Cllr Abbott will investigate this,

AB - there are problems with G B Finch lorries travelling through Ranks Green. Clerk to inform Cllr Abbott of our concerns.

19.28 ***Clerk's Report***

The street light at Terling Ford is now working.

A complaint regarding bonfires was received in the suggestion box and a notice has been placed in the January edition of the Parish News regarding BDC guidelines on this matter.

Clerk has written to Ms Patel regarding bus closures and the slow internet service in Ranks Green, Fairstead and Fuller Street.

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

Clerk is having problems getting a quote for the signage, RD to pass on his contact details for a potential supplier.

Purchase of flower planters – on hold while the updating of the car park is being clarified.

19.30 ***Grants 2017-18***

Cllr Abbott gave details of grants available.

Essex County Council – CIF – grant funding for playground – no decision as yet.

Local Service Fund Grant – Clerk to send letter to local organisations.

Councillors' Community Grants – The Council thanked the District Councillors for the funding for the Playground, the noticeboard in Ranks Greens and the repairs to the Dismals. Cllr Bebb stated that there are still funds available in this financial year.

19.31 ***Bus Service –***

Cllr Abbott stated the situation will get worse rather than better. Community transport may be the way forward.

19.32 ***Permanent Litter Collection Points***

Finance Committee to consider.

19.33 ***Garden/Green Waste Collection Service***

RD proposed, SA seconded and it was unanimously agreed to organise a collection of garden/green waste in February 2018. Clerk to liaise with SA and AB for possible collection sites in Fuller Street and Ranks Green.

19.34 ***Essex and Herts Air Ambulance Clothing Donation Bank***

The Parish Council has received a request from the above, however the school may already have a scheme, AB will investigate and report back.

19.35 ***Local List of Heritage Assets***

Concern was expressed that this could be counterproductive in maintaining historical buildings. It was decided not to proceed with this at present.

19.36 ***Mental Health First Aiders***

RD has not received any response from EALC, he will look for other providers and may attend a course.

19.37 ***Information exchange / next agenda items*** – The Chairman thanked Councillors and everyone who helps the Council in so many ways and special thanks were also recorded to our very efficient Clerk.

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

7.30 pm, 23<sup>rd</sup> January, Parish Council Meeting, Terling Village Hall

7.30 pm, 6<sup>th</sup> March, Parish Council Meeting, Terling Village Hall

7.30 pm, 10<sup>th</sup> April, Parish Council Meeting, Square & Compasses, Fuller Street

7.00 pm 15<sup>th</sup> May, Annual Parish Meeting, followed by Parish Council Meeting, Terling Village Hall

Meeting closed at 9.10 pm