

Minutes of the Meeting of Terling and Fairstead Parish Council held on Tuesday 19th September 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 - joined the meeting at 7.45 pm
Mrs A Bonham

Mrs F Killby, Clerk/RFO

Cllr J Abbott

2 members of the public

18.62 ***Apologies for Absence*** - Apologies for absence were received and accepted from Cllr Bebb, S Fruchard and A Dyke.

18.63 ***Meeting Open to the Public*** - James Elms of Greenfields was present to discuss his recent on-site meeting with Alex Dyke on the issue of the status of Oakfield Lane. It was agreed that a meeting should be arranged with Greenfields, Oakfield Lane residents and the Parish Council to discuss repairs and maintenance and the long term possibility of ECC adopting the road. Cllr Abbott has looked into this matter and he stated that ECC would only consider adopting the road if it was brought up to an acceptable standard. He will seek further clarification as to what is an acceptable standard and revert back to Clerk.

18.64 ***Minutes of Last Meeting***

AF proposed and IS seconded that the Chairman should sign a copy of the minutes as a true and accurate record. The minutes of the meeting held on 8th August 2017 were unanimously approved.

18.65 ***Declaration of Interests*** – none declared.

18.66 ***District and County Councillors' Reports***

Cllr Abbot stated that he had contacted ECC Highways regarding the flooding issues in Fuller Street as they were not clear on what needs to be progressed, he also wanted to confirm that they will treat the erosion of the bank opposite Brookside Cottages and the flooding as one issue to speed up progress.

He is still chasing the repairs at Terling Ford.

He is raising the reduction in rural bus services at County Hall on 10th October.

He stated that Highways have no budget from now until April 2018.

He also stated that there is a consultation on the future of mobile library services in Essex. This consultation runs for seven weeks and ends in the first week of November. Clerk to include information in Parish News, Terling Hub and Terling website.

18.67 ***Chairman's Report***

SM stated that she had attended the EALC Conference and had been awarded the EALC Councillor of the Year. She had also been presented with an award for the RCCE Village of the Year. RD asked that the Council's congratulations and thanks for all SM's hard work be formally recorded.

18.68 ***Casual Vacancy - Terling Ward***

The Council is now free to co-opt for this vacancy.

18.69 ***Finance***

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

11 th Sept	2320	Anglian Water	Water – Recreation Ground	22.73
11 th Sept	2321	A H Jiggins	Handyman's Services August	137.33
11 th Sept	2322	Acumen Wages	Payroll Services	24.00
11 th Sept	2323	Lord Rayleigh's Farms	Garage Rental	20.00
11 th Sept	2324	F Killby	Salary/Office Allowance	788.86
11 th Sept	2325	F Killby	Expenses	100.64
11 th Sept	2326	Inland Revenue	PAYE/Tax	300.97
11 th Sept	2327	Essex Pension Fund	Pension Contribution	272.72
11 th Sept	2328	M G Howard	Internal Audit Fees	150.00
15 th Sept	DD	EDF Energy	Electricity Recreation Ground	5.00
18 th Sept	DD	British Telecom	Clerk's Phone Line	33.18

- 2017-18 Budget and Forecast Update – FK explained some adjustments to the budget and forecast, namely for provision in the budget for legal fees in the event of a planning issue or similar, councillors' expenses and a general budget for repairs and maintenance in the Parish.
- RD proposed and AF seconded approval for the salary increase for F Killby to Scalepoint 20 (£10.099 per hour) from 1st August 2017, unanimously approved.
- SA proposed and RC seconded approval for renewal of Parish Council insurance due 1st October 2017 on a three year fixed basis which reduces the payment to £759.11 per annum, unanimously approved.
- SA proposed and AF seconded approval for Clerk to attend a Data Regulations course at EALC, unanimously approved.

- Transparency Code Grant – 2017-2018 – Availability of funding for software, website hosting invoice and admin charges, FK to renew software for 2017-18 which will be reimbursed to Council via the Transparency Code Grant.
- Internal Auditor’s Report – all was considered to be in order.
- AF proposed and AB seconded approval for the Council to match fund the CIF Grant application for the renewal of safety surfaces at the Children’s Playground by 10% ie no more than £2,000, unanimously approved. RD suggested that the CIF application should be publicised in the Parish News, Clerk to action.

18.70 ***Environmental & Footpaths***

PB reported that she had been walking a number of the footpaths, some of which are cut. Clerk reported that a member of the public had emailed concerning an issue with a bridge between Fairstead and Terling on the Essex Way. Clerk to seek further clarification and report to Highways. Larger scale maps are needed and Clerk is to action.

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

18.72 ***Health & Welfare***

Emergency Plan - due to re redone in December with Telephone Tree test, all contact details are to be checked and Clerk is to contact Terling Hub to request that their details be added to the Emergency Plan.

Playground – the CIF application is to be submitted by 23 September, SA asked that thanks be recorded for FK’s work on this application and also for S Fruchard’s research and contribution to the application process. If successful, the work should hopefully start in January/February 2018, depending on the weather.

18.73 ***IT & Publicity***

Wifi Village Hall – C Cutler stated that they had carried out a survey of the current router’s wifi strength, which was good in general but not near the stage area. Another router could be put in to piggyback off the original one which would keep the system secure, or repeaters could be purchased. This option would incur approximate costs of £250-300 for the purchase of equipment and £15 per month ongoing charge. C Cutler to carry out further tests.

18.74 ***Planning and Highways***

All planning applications are available to view:

Consultation 17/00281/TPOCON – 9 The Estate Yard, Terling, Tree Pruning – the Council had no comments to make on this application.

- Local Plan – nothing to report
- Housing Needs Survey – Clerk is researching
- Eroded Verge Opposite Brookside Cottages – Fuller Street see Minute 18.66
- Highways Encroachment and Property Boundaries - Parish Review – AD to action
- Maintenance of Dismals – BDC Councillors’ Community Grants Application – awaiting funds
- Directional signs – nothing to report
- Terling Ford Gabion Wall – nothing to report
- Hollow Ditch Railings – nothing to report

18.75 ***Recreation Ground***

Terling Villa – this team has now merged and will no longer be using the ground. T Meredith's veteran team will now be using the ground on a regular basis. Clerk to research grant funding for the purchase of a generator in order to upgrade the showers.

Installation of dog waste bins – After consultation with residents it was decided that no action will be taken on this, however the situation will continue to be monitored.

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

SA – reported that there should be six 30 mph speed limit signs in Fuller Street and there are currently only three. Clerk to report to Highways.

The sinkhole outside Hillside Garage is a cause for concern but it has been marked for work to be carried out but no date is known.

AB – reported that a litter pick was planned on 8th October in Ranks Green.

RD- reported that there is a proposal before ECC to give Parish Councils power to issue fines for parking, dog fouling etc.

18.77 ***Mental Health First Aiders***

RD has received information on this and has contacted EALC to ask if they will organize training courses. EALC will look into this and revert.

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

Clerk is obtaining information and costings from other councils who have produced Village of the Year signs.

18.79 ***Grants – 2017***

AB has put forward an application for the Councillors' Community Grant to improve the area around the Ranks Green noticeboard and phone box, her proposals are to replace the Noticeboard and move it further back from the edge of the road, refurbish the phone box, fit a large map of the area in the phone box and general planting and tidying up. Clerk to action.

18.80 ***Bus Service***

Clerk has written to P Patel on this issue and Cllr Abbott is pursuing this matter.

18.81 ***Permanent Litter Collection Points***

RD is still researching this.

18.82 ***Police Presence in Parish***

A resident has expressed concern over the police response to the break in at the Tearooms and the Cricket Club. Clerk to ascertain statutory response times for all emergency services to all villages in the Parish.

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

18.84

Date of next meeting, including committees

7.30 pm, 31st October, Parish Council Meeting, Terling Village Hall

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

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

Meeting closed at 9.05 pm