

**Minutes of the Meeting of Terling and Fairstead Parish Council held on Tuesday 28<sup>th</sup> February 2017 at 7:30pm at Terling Village Hall, Terling**

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Present: Mrs S McNamara (Chairman)  
Mrs P Bird  
Mrs S Alder  
Mr Ian Smith  
Mr A Dyke  
Mrs S Fruchard  
  
Mrs F Killby, Clerk  
  
Cllr D Hufton-Rees

17.49 ***Apologies for Absence*** – Apologies for absence were received and accepted from Cllr Abbott, Cllr Bebb, R Dixon, A Fitzgerald, A Blackshaw and G Mileman

17.50 ***Meeting Open to the Public*** – none present.

17.51 ***Minutes of Last Meeting***  
SA proposed and PB seconded that the Chairman should sign a copy of the minutes as a true and accurate record. The minutes of the meeting held on 17<sup>th</sup> January 2017 were unanimously approved.

17.52 ***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.

17.53 ***District and County Councillors' Reports***  
  
Cllr Hufton-Rees reported that the deadline for the A12 widening consultation paper was on Friday 3<sup>rd</sup> March at 12 noon. He urged all councillors to complete the survey. The Clerk will arrange for this to be uploaded to the Terling website and the Terling Village Hub. The Bury Lane development at Hatfield Peverel is not in the Local Plan due to a lack of documentation which leaves the village vulnerable to speculative development. A new medical centre is planned for the outskirts of Witham (Hatfield Peverel side), due to the scheduled development in this area.

17.54 ***Chairman's Report*** .  
  
The Chairman reported that Sarah Clements has resigned from the Council, with immediate effect. The Chairman took the opportunity to express thanks to SC, on behalf of the whole Council, for her work, especially on the IT and Welfare Committees and as School Liaison Officer. The Clerk will notify BDC Electoral Services about this Casual Vacancy for Terling.

17.55

**Finance**

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

25 <sup>th</sup> Jan	2229	Acumen Wages	Payroll Services	24.00
25 <sup>th</sup> Jan	2230	Eon	Street Lighting	55.04
25 <sup>th</sup> Jan	2231	Giant Imaging Ltd	Posters Playground/Rec Grd	33.35
2 <sup>nd</sup> Feb	DD	British Telecom	Clerk's Phone Line	31.54
7 <sup>th</sup> Feb	2232	A H Jiggins	Handyman's Job – Jan	132.05
7 <sup>th</sup> Feb	2233	Lord Rayleigh's Farms	Fencing Repairs Dairy Bridge	120.00
7 <sup>th</sup> Feb	2234	Lord Rayleigh's Farms	Garage Rental	20.00
7 <sup>th</sup> Feb	2235	Lord Rayleigh's Farms	Photocopying	1.76
7 <sup>th</sup> Feb	2236	Terling Village Hall	Room hire	14.40
7 <sup>th</sup> Feb	2237	F Killby	Salary/Office Allowance	683.25
7 <sup>th</sup> Feb	2238	F Killby	Expenses – January	69.67
7 <sup>th</sup> Feb	2239	Acumen Wages	Payroll Services	24.00
7 <sup>th</sup> Feb	2240	HMRC	PAYE & Tax	219.75
7 <sup>th</sup> Feb	2242	C Cutler	First Aid Course	30.00

Financial Regulations – SA proposed that the amended document be adopted, seconded by AD, unanimously approved.

Standing Orders – PB proposed that the amended document be adopted, seconded by AD, unanimously approved.

Training Course for Parish Clerk – PB proposed, seconded by SA the attendance of the Clerk at a Year End Accounting course at a cost of £50, unanimously approved.

Purchase of Local Councils Explained publication – PB proposed and SA seconded approval of this purchase at a cost of £49.99, unanimously approved.

Purchase of Laminator – SA proposed and PB seconded approval of the purchase of a laminator for £17.00, unanimously approved.

Ian Smith, Responsible Financial Officer has resigned from this position but remains a Parish Councillor. The Parish Clerk will now assume this role in addition to her current duties. The Chairman offered thanks to IS for all his hard work and efforts on behalf of the Council.

17.56

**Environmental & Footpaths**

The P3 payment of £1,379.30 has been received from Essex County Council.

17.57

**Estate Liaison** – nothing to report

17.58

### ***Health & Welfare***

Emergency Plan – SA proposed and PB seconded approval for purchase of First Aid Kit at a cost of £30 for Emergency Plan First Aider, unanimously approved.

Playground – the new Keep Out notices are in place and thanks are due to A Jiggins for installing these, the repairs to the fencing are due to start week w/c 27<sup>th</sup> February 2017. SA is putting together an estimate for repainting some of the equipment and will be looking into costings for purchasing some new equipment which should be eligible for local grant funding in the next financial year.

The new defibrillator notices are on all noticeboards and will shortly be displayed at the swimming pool, cricket ground, recreation ground and the pubs in the parish.

School Liaison – This position is now vacant as SC has resigned from the Council.

It was suggested that Year 6 pupils be invited to attend a Parish Council meeting for their interest.

It was suggested that the doctor's surgery be contacted to see if they have any initiatives that can be suggested to improve the general health of the parish.

17.59

### ***IT & Publicity***

Wifi Village Hall – After a presentation to the Village Hall committee, C Cutler and RD are investigating this further as there is funding available for this scheme.

17.60

### ***Planning and Highways***

All planning applications are available to view:

[https://www.braintree.gov.uk/info/200225/search\\_and\\_track\\_planning\\_applications](https://www.braintree.gov.uk/info/200225/search_and_track_planning_applications)

**16/00501/FUL, Thatchetty Cottage, Waltham Road, Terling** – Erection of first floor side extension over existing kitchen – A response has been forwarded to BDC supporting this application with conditions.

Maintenance of Dismals – Councillors' Community Grant application – The Clerk is to forward an application to Cllr Bebb/Hufton-Rees for £200 funding for materials to repair The Dismals. The works will be carried out by Lord Rayleigh's Farms and any public liability issue will be shared equally between the two parties. The Clerk to send a letter to Lord Rayleigh outlining this.

Directional signs – No response as yet from Cllr Johnson regarding this. Cllr Abbot has received some new information on this matter and will report in due course.

Terling Ford Gabion Wall Collapse - Concern was expressed over its continued deterioration and the Clerk will contact Highways with new photographs and an urgent request for action. Cllr Abbott is also chasing this matter and will report back in due course.

Dairy Bridge Fencing – Thanks are due to Lord Rayleigh's Farms for carrying out repairs to the fencing.

17.61

### ***Recreation Ground***

The new information for the gate has been purchased and passed to handymen for fitting.

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

AD/IS/SF – nothing to report

SA – another litter pick has taken place in Fuller Street. She also expressed concern at the increased traffic due to road closures. FK to write to Highways to express residents unhappiness.

PB – there is a very large pothole at Norrells Corner that needs attention, the work at Norrells has been completed but there was a question mark as to whether it was finished. PB to check and report in due course. Residents in Oakfield Lane continue to be unhappy with the buses using it for turning as it is causing further damage to the road. SM stated that the bus services are being reviewed and it may be necessary to discuss the problem with the bus company. The Clerk will write a letter to Cllrs Abbott, Bebb and Hufton-Rees requesting an on-site meeting to discuss how the Council can move repairs/maintenance forward.

17.63 ***Clerk's Report***

The power supply to the light in the phone box at Ranks Green has been disconnected, reason unknown and the Clerk will look into this matter.

The signage at the entrance to Ranks Green village has still not been replaced and the directional arrows in Fuller Street are still missing. Clerk to chase these

The Recreation ground is booked for a match in March by a local resident and it is hoped this will become a regular fixture alongside Terling Villa.

17.64 ***Reduction of Broomfield Hospital A&E Service (24 hour service relocation to Basildon)***

A letter was forwarded to all councillors stating that there is no intention of closing Broomfield Hospital's A&E facilities.

17.65 ***Rural Community Council of Essex, 2017 Essex Village of the Year Competition***

SM asked whether any councillors would be interested in putting together an application for this competition.

17.66 ***Grant – 2017***

- War Memorials Grant for Repairs - The Clerk to look into this grant.
- Community Initiative Fund 2017-2018 – Hoped to be utilized for new playground equipment.

SF is to research grants and their relevance to the local area.

The Clerk will put an item in the next Parish Newsletter asking people what they would like to see in their villages in terms of new facilities.

17.67 ***Information exchange / next agenda items*** – nothing to report

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

7.30 pm, 4<sup>th</sup> April, Parish Council Meeting, Square and Compasses,

7.00 pm 16<sup>th</sup> May, Annual Parish Meeting, followed by Parish Council Meeting, Terling Village Hall

7.30 pm 27<sup>th</sup> June, Parish Council Meeting, Terling Village Hall

Meeting closed at 9.20 pm