

**Minutes of the Meeting of Terling and Fairstead Parish Council held on Tuesday 4<sup>th</sup> April 2017 at 7:30pm at The Gallery Room, Square & Compasses, Fuller Street**

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Present: Mrs S McNamara (Chairman)  
Mrs A Blackshaw  
Mr I Smith  
Mr A Dyke

Mrs F Killby, Clerk

Cllr D Bebb

Two members of the public

17.69 ***Apologies for Absence*** - Apologies for absence were received and accepted from Cllr Abbott, R Dixon, S Alder, S Fruchard, P Bird and G Mileman.

17.70 ***Meeting Open to the Public*** – no comments from the public.

17.71 ***Minutes of Last Meeting***

IS 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 28<sup>th</sup> February 2017 were unanimously approved.

17.72 ***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.

17.73 ***District and County Councillors' Reports***

Cllr Bebb reported that the threshold for Small Business Rate Relief had been changed which meant that 63% of businesses are now paying rates in the BDC area. Charities can receive an 80% discretionary rate relief and from October councillors can also award an additional 20% which will also be applicable to sports clubs if they are registered charities.

The developers of Stone Path Meadow, Hatfield Peverel have won their appeal, another development on the north side of the village is awaiting a decision and there are 450 houses to be built in between Hatfield Peverel and Witham.

A12 - Braintree and Maldon District Councils are supporting the closure of the access roads in Hatfield Peverel in favour of a link road through to Maldon, however Essex County Council states there are no funds available for this road at present.

Cllr Abbott's report was summarized as follows:

Directional Signs – he is continuing to chase this issue and is meeting with Cllr Johnstone this week to decide the best way forward with a possible Parish Council contribution to repairs.

Terling Ford Gabion Wall Collapse- ECC has acknowledged that this work need to be redone and Cllr Abbott will continue to pursue them for a date for the work to be carried out.

Oakfield Lane – ECC are not willing to adopt this lane at present.

Ranks Green- after a thorough inspection of the village, Cllr Abbot submitted a report to ECC on all the various problems, particularly the large hole at the T-junction, the verge erosion and the national speed limit sign facing the wrong way. He will continue to pursue ECC as they currently don't consider these repairs to be a priority, he has contacted them again with photographic evidence to request urgent action.

17.74 **Chairman's Report** – nothing to report

17.75 **Casual Vacancy for Terling Ward**

The Council is now free to co-opt for this vacancy. One member of the public has expressed an interest in this vacancy.

17.76 **Finance**

Copies of Receipts and Payments for the current financial year had been emailed to all Councillors. IS distributed the Receipts and Payments Budget and Forecast Sheet and Graph which he explained. He pointed out closing reserves were expected to be around £28000 although it is not month end. AD proposed that the following cheques/direct debits be approved for payment. Seconded by AB, unanimously approved: -

15 <sup>th</sup> Nov	DD	EDF Energy	Electricity Rec Ground	13.00
15 <sup>th</sup> Dec	DD	EDF Energy	Electricity Rec Ground	13.00
16 <sup>th</sup> Jan	DD	EDF Energy	Electricity Rec Ground	13.00
15 <sup>th</sup> Feb	DD	EDF Energy	Electricity Rec Ground	13.00
2nd March	DD	British Telecom	Clerk's Phone Line	32.28
7 <sup>th</sup> March	2243	Terling Village Hall	Room Hire	14.40
7 <sup>th</sup> March	2244	A H Jiggins	Handyman's Jobs Feb	125.95
7 <sup>th</sup> March	2245	Lord Rayleigh's Farms	Garage Rental	20.00
7 <sup>th</sup> March	2246	EALC	Training New Councillor	75.00
7 <sup>th</sup> March	2247	EALC	Training New Councillors	266.30
7 <sup>th</sup> March	2248	HMRC	PAYE & Tax	215.89
7 <sup>th</sup> March	2249	F Killby	Salary/Office Allowance	676.71
7 <sup>th</sup> March	2250	F Killby	Expenses February	83.68

IS proposed and AD seconded that Maurice Howard be appointed as Internal Auditor for the financial year ending 31 March 2017, unanimously approved.

It was noted that the Clerk's new draft contract of employment incorporating the role of Responsible Financial Officer is being reviewed by the Finance Committee and that as of 1st April 2017 the salary will be paid in accordance with the new NALC Payscale.

AD proposed and AB seconded approval for renewal of the Trade Waste Agreement for Terling Village Hall (1 x 770L, 1 x 360L and 1 x 1100L recycling bins, weekly collection) - £1,092.50, unanimously approved.

The Clerk has submitted another VAT refund to 31 March 2017 for £74.30, which makes a total refund of £338.81 for the year 2016-2017.

17.77 ***Environmental & Footpaths***

An order to reroute Footpaths 22, 26 and 30 has been received from Essex County Council. The Parish Council support this action. The orders are displayed on noticeboards and maps and orders are available on the Terling website.

17.78 ***Estate Liaison*** – nothing to report

17.79 ***Health & Welfare***

Playground – all is in order, the Sub-Committee are still exploring the cost of replacing some safety surfaces and repainting some of the equipment.

School Liaison – this role is currently vacant, however the new prospective councillor expressed an interest in this role.

17.80 ***IT & Publicity***

The Parish Council has been awarded a grant of £400 to install Wifi. C Cutler is to meet with approved providers to carry out a feasibility study. Potential costs are £29 per month to internet provider, a possible line connection charge to BT and ongoing monthly charges to BT.

17.81 ***Planning and Highways***

All planning applications are available to view:

[https://www.braintree.gov.uk/info/200225/search\\_and\\_track\\_planning\\_applications11](https://www.braintree.gov.uk/info/200225/search_and_track_planning_applications11)

**APPEAL 16/01649/FUL, Willow Cottage, Fuller Street, Fairstead** – Erection of single storey, rear and side front extension – A decision has now been made with approval for a replacement garage and alterations to the existing dwelling and a refusal for the proposed extension.

Maintenance of Dismals – The application for materials to maintain the road has been submitted to the Councillors' Community Grant.

Directional signs – see Cllr Abbott's report – Minute 17.73

Terling Ford Gabion Wall Collapse - see Cllr Abbott's report – Minute 17.73

Oakfield Lane – Cllr Bebb, Cllr Abbott and Parish Councillors held a site meeting in March to assess the situation. See Cllr Abbott's report – Minute 17.73. It was agreed that the Parish Council will make further representations to Greenfields, BDC and ECC to clarify ownership of this road.

Clerk to chase ECC regarding the subsidence in Crow Pond Road as this is considered to be a major hazard.

17.82 ***Recreation Ground***

The Clerk reported that the electricity charges are currently £56 in credit, as of June 2017 the Direct Debit will be reduced to £7.00 per month and a new reduced standing charge of 0.25 per day will apply. Usage charges are negligible.

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

AB reported that villagers in Ranks Green are very unhappy about the state of the roads and the speed limit sign being the wrong way round. She also reported a problem with the overflow from a septic tank and this is being looked into with a specialist survey.

PB has received a complaint regarding surface water in the dip of Norrells Lane, Clerk to contact ECC regarding this. She also expressed concern about the erection of a new boundary fence made from railway sleepers at a property in Flacks Green. There is concern that it has been erected outside the boundary of the property and is not in keeping with the Village Design Statement.

17.84 ***Clerk's Report***

A litter pick has been arranged for 10.00 am, Saturday 22<sup>nd</sup> April.

The clerk is still pursuing the issue of the power supply to the light in the phone box at Ranks Green. UK Power Networks are investigating the reason for the disconnection.

T Lewis has carried out an annual Risk Assessment for the Clerk's office – all is in order, next review, March 2018.

The first aid kit for the Emergency Plan has been purchased and passed to First Aider, C Cutler.

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

SM has prepared an entry which will be sent off in time for the deadline of 7<sup>th</sup> April. Clerk to action.

17.86 ***Grant – 2017***

SF has undertaken some preliminary research which was circulated at the meeting.

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

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

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

7.30 pm, 8<sup>th</sup> August, Parish Council Meeting, The Square and Compasses, Fuller Street

Meeting closed at 08.25 pm