

## TERLING AND FAIRSTEAD PARISH COUNCIL

### Minutes of the Meeting of Terling and Fairstead Parish Council held on Tuesday 11<sup>th</sup> December 2018 at 7.30pm at The Square & Compasses, Fuller Street

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Present: Mrs S McNamara (Chairman)  
Mrs S Alder  
M A Dyke (from Minute 21.38)  
Mr R Dixon  
Mrs A Fitzgerald  
Mr M Tugwell (from Minute 21.38)  
Mrs L Sime (from Minute 21.40)  
Mrs P Bird

Cllr Bebb, Cllr Coleridge

F Killby – Parish Clerk/Responsible Financial Officer

11 members of the public

21.36 ***Apologies for Absence*** - Apologies for absence were received and accepted from Cllr Abbott.

21.37 ***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.

21.38 ***Meeting Open to the Public*** – A member of the public spoke about her planning application (see Minute 21.48), comments were also received from a neighbour of the property. It was decided that the Planning Committee would visit the site prior to holding a separate Planning Meeting. Clerk to request an extension for submission of comments to BDC.

21.39 ***Minutes of Last Meeting***

AF proposed and MT seconded that the Chairman should sign a copy of the minutes as a true and accurate record. The minutes of the meeting held on 30<sup>th</sup> October 2018 were unanimously approved.

21.40 ***District and County Councillors' Reports***

Cllr Bebb reported that there was still no decision on the planning applications for Gleneagles and Stone Path and that the Hatfield Peverel Neighbourhood Plan had been delayed again. The Local Plan is still delayed, and £600,000 has been budgeted for planning appeals.

Cllr Coleridge reported that the library in Hatfield Peverel could be closed and asked that residents and councillors go on line to complete the survey on the future of libraries. He also stated that Hatfield Peverel Parish Council is looking into a voluntary service to keep the library running.

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

21.42 ***Two Casual Vacancies for Fairstead Ward*** – two potential councillors were in attendance at the meeting, Clerk to forward information regarding eligibility.

**Finance**

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

5th Nov	2476	British Legion	Wreath	17.00
5th Nov	2477	Terling Village Hall	Room Hire	14.80
5 <sup>th</sup> Nov	2478	James Todd	Payroll	31.20
5th Nov	2479	Lord Rayleigh's Farms	Garage Rental	20.00
5th Nov	2480	A H Jiggins	Handyman's Services Oct	249.92
5 <sup>th</sup> Nov	2481	Owls Hill Tearooms	Refreshment Litter Pick	46.75
5 <sup>th</sup> Nov	2482	Terling Mother's Union	Books	26.25
5th Nov	2483	F Killby	Salary/Office Allowance Oct	842.79
5th Nov	2484	F Killby	Expenses Oct	125.69
5th Nov	2485	Inland Revenue	PAYE/Tax October	219.36
5th Nov	2486	Essex Pension Fund	Clerk's Pension October	272.70
8th Nov	2487	Fairstead Electrical	Electrics Recreation Ground	925.00
8th Nov	2488	G&B Finch	Scalpings	96.00
18 <sup>th</sup> Nov	DD	EDF Energy	Electricity Rec Ground	8.00
18 <sup>th</sup> Nov	DD	British Telecom	Clerk's Phone Line	38.10

Standing Orders – Clerk explained the minor amendment to the Standing Orders that had been circulated to all councillors and the Finance Committee's recommendation that these be approved. SA proposed and AF seconded, unanimously approved. A copy will be uploaded to the Parish Council website.

Assets Register – After discussion it was agreed that the list of handyman's tools (with the exception of the mower deck) would be disposed/sold off for the best price, SA proposed, AF seconded, unanimously approved.

Budgets/Precepts – A draft budget was circulated to councillors prior to the meeting, councillors were reminded to submit budget requests prior to the meeting in January when the precept will be approved.

The P3 payment (footpath cutting) from Essex County Council of £1379.30 has been received.

**Environmental & Footpaths**

Location of new dog bin – After consultation with residents in Mill Lane, the Council agreed that the bin should be sited by the telegraph pole half way down Mill Lane. Clerk to action.

Green Waste Recycling Collection – Councillors agreed that this service should be provided to residents in February 2019. Clerk to book with BDC and advertise in Parish News, Terling Hub and in pubs, shop, etc.

21.45 ***Estate Liaison*** – AD stated that the sugar beet is now being collected, this is being publicised on the Terling Hub and seems to be working well.

21.46 ***Health and Welfare***

Playground – SA asked that thanks be recorded to A Jiggins for all his work at the playground. The re-painting of some of the equipment and the treating the climbing frame will now be carried out in the spring.

Emergency Plan - The Council carried out its annual emergency telephone tree test. The Emergency Plan has been updated with minor telephone amendments and relevant sections will be uploaded to the Village Hub and will be available on noticeboards. A full copy of the Emergency Plan will be forwarded to BDC and will be available on the Parish Council's website.

21.47 ***IT & Publicity*** -. Nothing to report.

21.48 ***Planning and Highways***

Planning App: 18/01059/FUL, Thatchetty Cottage - The Council recommended refusal of this planning application which went to BDC Planning Committee in November, no decision as yet.

Planning App: 18/02155/FUL, Widworthy Hayes – the Planning Committee is to visit the site prior to a Planning Committee meeting to discuss this application.

Planning App: 18/00329/TPOCON, Ford Cottage – tree cutting – for information only, Clerk to action.

Planning Enforcements – Clerk to action.

Local Plan – as reported in Minute 21.40, this has again been delayed.

Housing Needs Survey – fifty completed surveys received to date.

Directional signs – nothing to report.

Terling Ford Gabion Wall – extensive repairs are now being carried out, the work may continue into January, depending on the weather.

Oakfield Lane – clerk to continue to chase Greenfields for a response.

Refurbishment of Village Sign – the newly regilded sign is now in place, thanks to R Dixon and C Cutler for their work on this.

Fuller Street Surface Water – Clerk has reported this to both Anglian Water and Essex Highways, it has been scheduled for investigation by Highways, no date as of yet.

Traffic Calming – Hatfield Road – a speed survey has been carried out, no results have been received from Highways to date.

Protecting Grass Verge Adjacent to Noticeboard Opposite School – no response from Lord Rayleigh. MT to monitor if cars are parking at school drop off/pick up time.

Road Repairs Programme – nothing to report at present from Cllr Abbott.

War Memorial – Clerk has submitted a grant request for specialist cleaning and will be informed by 31 March 2019 if successful.

Open Spaces Action Plan – copies were passed to Planning Committee for review.

21.49 ***Recreation Ground*** – the rewiring has been completed, there are currently two teams using the pitch which is generating some useful income.

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

PB – the rat situation in Mill Lane has improved slightly, Greenfields is continuing to treat the area.

SA – the daffodil bulbs have been planted in Fuller Street.

SM – reported that she had attended the Highways meeting organised by the EALC which was very useful.

21.51 ***Clerk's Report***

The blocked drains in Fuller Street have been reported and are scheduled to be carried out. The missing 30mph signs in Fuller Street were also reported but these are not considered to be a priority.

21.52 ***Bus Service*** – the October and November service was almost full with ten passengers in both months. Council agreed to continue this service for another three months – January, February and March 2019 and to review this again in March.

21.53 ***Terling Village Hall Car Park*** – SM reported that this is proceeding slowly.

21.54 ***Grant Applications*** – Cllr Coleridge confirmed that he had agreed the grant funding for the changing cabin electrics and the playground paint. The Council expressed its thanks to both Cllr Bebb and Cllr Coleridge for their support.

21.55 ***New Ranks Green Noticeboard*** – Councillors discussed quotes, it was agreed that two small noticeboards (Quote 3) should be purchased, one for Ranks Green and one for Fairstead. The Ranks Green noticeboard will be partly funded by a grant donation arranged by Cllr Bebb. Clerk to action.

21.56 ***Information exchange / next agenda items*** – The Chairman wished to formally record the Parish Council's thanks to those who had assisted the Council in their activities, especially the Clerk.

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

7.30 pm, 22<sup>nd</sup> January, Parish Council Meeting, Terling Village Hall

7.30 pm, 5<sup>th</sup> March, Parish Council Meeting, Terling Village Hall

Meeting closed at 08.40 pm.