

TERLING AND FAIRSTEAD PARISH COUNCIL

Minutes of the Meeting of Terling and Fairstead Parish Council held on Tuesday 6th August 2019 at 7.30pm at The Square and Compasses, Fuller Street

Present: Mrs S McNamara (Chairman)
Mrs S Alder (from Minute 22.65)
Mr M Tugwell
Mrs J Long (from Minute 22.65)
Mr S Thatcher
Mr R Dixon
Mrs L Sime (from Minute 22.65)

Cllr D Bebb

F Killby – Parish Clerk/Responsible Financial Officer

3 members of the public

22.61 ***Apologies for Absence*** - Apologies were received from Councillor Abbott, A Dyke and P Bird.

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

22.63 ***Meeting Open to the Public*** – a member of the public has volunteered to replace the posts and re-galvanize the chains surrounding the war memorial. He has also offered to clean the top of the war memorial with a scaffold tower. Clerk to email LRF regarding this work. Two members of the public expressed an interest in being co-opted as a councillor.

22.64 ***Minutes of Last Meeting***

ST proposed and MT seconded that the Chairman should sign an amended copy of the minutes as a true and accurate record. The minutes of the meeting held on 25th June 2019 were unanimously approved.

22.65 ***District and County Councillors' Reports*** –

Cllr Bebb reported that the Local Plan was still delayed as the Planning Inspector wanted further clarification. This has now been approved by BDC but there will be a public consultation for six weeks from 19th August to 30th September before submission to the Planning Inspector. This delay has a knock-on effect on the A12 widening scheme which could be delayed for another two years.

The Stone Path and Gleneagles schemes for Hatfield Peverel have now been approved.

Clerk read a report from Cllr Abbott which included:

The eroded verge at Crow Pond Road has been accepted for repair by Essex Highways. He has checked Terling Ford and this has not been reseeded yet. He is still working on the replacement/repair of the directional signs and has prepared a report on the Fairstead signs which will be submitted this week. He will also prepare a report on the Terling signs.

He still has to do a tour of the Parish with the Highways Officer to look at a number of issues including passing places between Fairstead and Ranks Green and also the lack of any 30 mph signs in Fairstead.

He also stated that he was very concerned by the school transport problems for children attending Notley High School and had contacted ECC for comment.

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

22.67 **Finance**

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

5th July	2569	F Killby	Salary/Office Allowance	849.44
5th July	2570	F Killby	Expenses	169.72
5th July	2571	Inland Revenue	PAYE/Tax	278.91
5th July	2572	Essex Pension Fund	Clerk's Pension Contribution	299.46
5th July	2573	Lord Rayleigh's Farms	Grass Cutting/Garage Rental	150.00
5th July	2574	B D Council	Community Bus Hire	64.00
5th July	2575	Lord Rayleigh's Farms	Playground Licence	50.00
5th July	2576	Terling Village Hall	Room Hire	15.20
5th July	2577	James Todd	Payroll Services	93.60
5th July	2578	Playsafety Ltd	Rospa Playground Inspection	103.20
5th July	2579	A H Jiggins	Handyman's Services	254.67
18th July	DD	EDF	Electricity Rec Ground	8.00
18th July	DD	British Telecom	Clerk's Phone Line (new)	41.22

Clerk clarified that there were three charges x £25 for the Playground Licence, one for the current year and two backdated for the last two years.

The Annual Governance and Accountability Return was submitted to the external auditor and posted on the Terling and Fairstead Parish Council website and on the main noticeboard, together with the Notice of Inspection prior to 1st July 2019.

A list of updates for the Financial Regulations has been received from the National Association of Local Councils, clerk will forward to Finance Committee for approval by full council at the next Parish Council meeting.

22.68 **Environmental and Footpaths**

Footpaths – A Jiggins to be asked to cut back the overhanging hedges in New Road. AD has still to submit his analysis of hours. Clerk is awaiting information from ECC on volunteer procedure for footpath cutting. The gate into the Recreation Ground has been replaced thanks to LRF.

Parish Map – Clerk has obtained costs from one printer for a print run of 450, costs approximately, £388, plus a one-off charge of £95 for artwork and design and £54.75 for Ordnance Survey permission to

reproduce maps. It was agreed that Clerk should obtain this permission. Clerk to obtain two further quotes with larger print runs. Councillors to meet to discuss plan of action, including preparing history of area, landmarks for map, contacting local businesses, etc. Clerk also stated that funding could be possible from an ECC Micro Grant.

Dog Waste Bins – now installed in Ranks Green. JL still has to speak to one house close to the proposed bin on Hatfield Road, clerk to speak to LRF for permission. JL also asked if a dog bin could be put on the footpath near Great Loyes. Clerk to forward request to BDC.

22.69 ***Estate Liaison*** – nothing to report

22.70 ***Health and Welfare***

Playground – the final stage of the painting was delayed due to bad weather. It will now be finished in September.

The reseeding of various areas in the playground will be done in Sept/Oct. Clerk is trying to get costs to replace the ropes on the climbing frame.

Councillors had been informed that members of the public had taken a horse into the playground, this will be monitored.

22.71 ***IT & Publicity*** -. No update on cabling in Ranks Green and Fairstead,

22.72 ***Planning and Highways***

Planning App: 19/01348/HH, Proposed two storey rear extension and front porch, 13 Hull Lane Terling Essex CM3 2QX – RD pointed out that this application has been incorrectly completed and he expressed concern over the size of the proposed extension.

Planning App: 19/01275/HH, Demolition of existing garage and porch and construction of new storm porch, two storey side and rear extensions, Jayden New Road Terling Essex CM3 2PN. RD stated that this is another large extension, that there is no extra car parking in the plan and that deliveries should be outside of school drop off and collection times.

Oakfield Lane – a letter had been received from a resident expressing concern about the condition of the road outside the Greenfields properties. Clerk to contact Greenfields to ask them to carry out repairs.

Traffic Calming/Hatfield Road/Speeding Owls Hill– no news on the requested traffic calming gates in Hatfield Road. A resident had requested some traffic calming measures in Owls Hill. Clerk is to put a notice on the Terling Hub asking for volunteers for a Speed Watch team and is also to research costs of renting a speed monitoring system.

Road Repairs – covered in Minute 22.65. Clerk will also report the large hole by the 30mph sign Dairy Bridge and another one on the turning into Waltham Road from Church Road.

United Reformed Church – Clerk has circulated the sale details to all councillors, but has been unable to speak to anyone at URC for comment. RD suggested submitting another request to register the building as a community asset.

Parking Issues at School/Safety Railings – Clerk has put in a request to remark the yellow lines outside the school. New yellow lines opposite (next to the village sign) would be a new scheme as would installation of barriers. RD to produce a diagram for widening the pavement area to fit barriers as the last

time this was suggested the pavement was too narrow, clerk to discuss feasibility with Cllr Abbott and Essex Highways.

Planning Enforcements - Clerk to arrange meeting with relevant parties.

Local Plan – see minute 22.65

Housing Needs Survey – this is now on the Parish Council website, the RCCE will be attending the next Parish Council meeting on 17th September to present the survey, clerk to publicise on Terling Hub and in Parish News.

Directional Signs – see minute 22.65

War Memorial – see minute 22.63

Clerk to chase BDC planning to clarify the new Government Policy as of 30th May 2019 for increased size limits for single storey extensions and copy in Cllrs Bebb and Dervish.

The Dismals has been repaired, thanks to LRF for their prompt action.

Clerk to contact LRF re installing stone bollards/markers around the green opposite the school to prevent parking and erosion in the winter months.

22.73 ***Recreation Ground***

The youth team held a two-day tournament in July and a morning training event in August, both the youth and veteran teams will continue to use the facilities for the next football season.

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

SA – another litter pick has taken place in Fuller Street. UK Power Networks recently closed the road with no warning, causing chaos for residents and local businesses. Clerk to contact them to complain that there was no advance notice. SA also reported that she had received a request from a parishioner to renovate the water mill at Terling.

JL – asked if advance notice of roadworks could be posted on the Terling Hub, clerk to action.

22.75 ***Clerk's Report***

The bus to Chelmsford was full (12 passengers) in July (£60) and 9 passengers in August (£45).

Clerk requested an update on Council's donation to the Village Hall Committee for planters/flowers, SM reported that this was delayed as there is still work to do on the far side of the car park.

22.76 ***Telephone Box Libraries***

ST proposed and SA seconded approval of Quote 2 at a cost of £380 per phone box (two phone boxes), unanimously approved. Clerk to check if boxes need to be painted. RD has volunteered to help with this.

22.77 ***MUGA Court***

MT meeting David Franklin to discuss various possibilities. He will then obtain some quotes. Clerk has researched a number of organisations that may be able to help with grants.

22.78 ***Mental Health First Aid Training***

Clerk is trying to get dates from the organisers and this will be publicised on the Terling Hub and Parish News.

22.79 ***Information exchange / next agenda items*** – approval RCCE subscription, insurance renewal, possible co-option of two new councillors

22.80 ***Date of next meeting, including committees:***

7.30 pm, 17th September, Parish Council Meeting, Terling Village Hall, 7.30 pm, 29th October, Parish Council Meeting, Terling Village Hall.

Meeting closed at 09.25 pm