

**Minutes of the Meeting of Terling and Fairstead Parish Council held on 10<sup>th</sup> September 2013, at 7.00pm at Terling Village Hall**

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**Present:** Mrs S McNamara Mrs P Bird Mrs J Halfhide (Clerk)  
 Mrs S Alder Mr Ian Smith Cllr T Cunningham  
 Mrs J Cook Mrs Ann Anderson PCSO Doubleday  
 19 members of the public

ACTION

13.67 **Apologies for absence:** Apologies had been received, and were accepted, from Cllr James Abbott, Cllr Margaret Galione, Mr Robin Dixon, Mr Reg Hunt and Mrs Louisa Sime.

13.68 **Meeting Open to the Public**

With several Ranks Green residents present the Chairman announced the resignation of Mr Trevor Lewis. Residents expressed their gratitude and appreciation of Mr Lewis's efforts on their behalf.

Ranks Green residents explained they wished to hear the Council's comments on the recent planning application for Warley Hall Farm. The Chairman explained the deadline for responses to BDC has passed and the Parish Council had submitted an objection. The Clerk explained she had sought legal advice from NALC but had been advised that the Parish Council was powerless to take any legal action, but that private residents acting as a community group could if the odour nuisance persisted. The EALC had also made some suggestions, including contacting Priti Patel MP. The Chairman stressed that it was necessary to await the outcome of the BDC Planning process and the report from the Environment Agency. Cllr Cunningham agreed to provide details of the timeline for the Planning Application – residents would be allowed to speak at the meeting if the application was referred to the Planning Committee. He would ascertain the procedure for this. TC

Representatives from C Humphreys & Sons expressed disappointment that they had not received a response to their letter to the Parish Council dated 24<sup>th</sup> January (in response to the Council's letter of 18<sup>th</sup> January) in which an invitation was extended to residents to discuss the practices put in place to reduce the odour.

The Council was asked if there had been any progress with the Superfast Broadband Project and the Clerk confirmed that had been no further developments but that it was expected that the Parish would fall in the 5% who would not get coverage under present plans.

Damage had been caused to a resident's tree in Crow Pond Road by large vehicles. This was a Highways issue.

A member of the public reported on the Terling Inn that the LPA Receivers had confirmed they were now in a position to accept offers by 19<sup>th</sup> September and that interest had been shown by more than one party.

PCSO Doubleday reported that there had been theft from, and of, motor vehicles in the area and that the public should take necessary precautions.

Cllr Cunningham reported on BDC's funding for local initiatives – Mi Community. Either he or Cllr Galione would be willing to sponsor applications.

13.69 **Minutes of Last Meeting**

JC 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 30<sup>th</sup> July 2013 were unanimously approved.

13.70 **Declaration of Interests**

None declared.

13.71 **District Councillors' Reports**

Cllr Cunningham reported that the Conservatives at BDC had proposed Terling and Fairstead be warded with Hatfield Peverel as a two Councillor Ward under the Boundary Review.

13.72 **Chairman's Report**

The Chairman had accepted Mr Lewis's resignation but was pleased to report that he had offered to continue as Health & Safety Consultant, assisting with the risk assessments. SM expressed her sincere gratitude for Mr Lewis's years of service on the Parish Council.

13.73 **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 expected a slight deficit at year end due to donations to village organizations which were not included in the budget. With reserves in excess of £35,000 this would not be a problem. The following cheques were approved for payment and were signed. All invoices had been checked against cheques. JC proposed that the expenditure be approved, seconded by IS and unanimously approved:-

12-Aug-13	1752	J Halfhide - Clerk's Expenses June	£121.50
12-Aug-13	1753	Lord Rayleigh's Farms - Garage Rent	£20.00
12-Aug-13	1754	EDF Energy – Recreation Ground	£44.16
12-Aug-13	1755	Essex County Council - School Bench	£319.00
12-Aug-13	1756	Terling Village Hall - Ladies Club donation	£46.35
12-Aug-13	1758	J Halfhide - Salary & Office Allowance	£664.18
12-Aug-13	1759	HM Revenue & Customs - PAYE & Tax Demand	£495.93
12-Aug-13	1760	Lord Rayleigh's Farms - Pitch Maintenance	£135.00
12-Aug-13	1761	D W Jiggins - Handyman Jobs	£289.28
12-Aug-13	1762	A H Jiggins - Handyman Jobs	£288.51
12-Aug-13	1763	A&J Lighting Solutions - Maintenance Contract	£63.90
12-Aug-13	1764	Terling Village Hall - Room hire	£12.20
21-Aug-13	Ddebit	British Telecom - Clerk's Phone Line	£66.93

- Review of Internal Audit Report

The Finance Committee had yet to meet to discuss the internal auditor's report.

- Renewal of Parish Council Insurance

AA proposed that the insurance with Came & Co be renewed on a 3 year Long Term Agreement costing £922.78, seconded by IS, unanimously agreed.

The Clerk asked for a third cheque signatory to be appointed to replace Mr Lewis. JC offered – proposed by IS, seconded by SA. Unanimously approved. The Clerk would amend the bank mandate.

- 13.74 **Environment & Footpaths**  
 - Odour Nuisance, Ranks Green  
 Discussed under Agenda item 13.68.
- Update on P3 Paths Cutting  
 The clerk gave a brief report as to the cutting status.
- 13.75 **Estate Liaison**  
 Residents had asked if the River Walk could be cut. PB would ask the Estate Office. PB
- 13.76 **Health & Welfare**  
 An explanatory note to accompany the Emergency Plan had been prepared and would be published. The Clerk had lodged the Emergency Plan with BDC.  
 SA would prepare some wording for the Parish News to advertise for First Aiders whose details could be included in the Emergency Plan. SA  
 Trevor Lewis would be asked to carry out the Annual Review of the Playground Risk Assessment. JH  
 The repairs to the playground would be taking place in the autumn.  
 AA reported that a replacement for the Sputnik roundabout would cost in the region of £4,500 with versions suitable for wheelchair users costing between £7,000 and £11,500. Further consideration would be given to this and would be discussed at the next meeting. JC asked whether the Council had considered extending the playground as the area under the oak had effectively been lost. Even if Lord Rayleigh was able to make more land available it was felt it would be too costly in light of the new fencing and new equipment which would be necessary. Consideration would be given to reconditioned equipment, if this was available for purchase.
- 13.77 **IT & Publicity**  
 Nothing to report.
- 13.78 **Planning & Highways**  
**Applications Received:**  
 - Planning Application 13/01010/FUL 1 Sebbys Gardens, Owls Hill  
 - Planning Application 13/00989/PLD Prem Nivas, New Road (no action required)  
 The Planning Committee would use its delegated powers to respond where necessary. The Clerk had been asked by Oakfield Lane residents for assistance in the ongoing problem of the lane needing repairs, it not being an adopted highway. This issue had been researched in depth by the Council some years go. The Clerk would respond with some suggestions and would contact ECC Passenger Transport regarding the bus usage of the turning circle.
- 13.79 **Councillors' Reports, including Village Hall Report, School Report and Church Liaison**  
 There had been a theft of a bicycle from a garden shed in Terling.  
 Fuller Street residents had expressed thanks to the handymen for repainting the old phone kiosk and SA wished to record thanks to the owners of the pub for their ongoing care of the kiosk.
- 13.80 **Clerk's Report**  
 Hours for July: 71.5 and August 64.5  
 A litter pick for Terling has been arranged for 10am Saturday 9<sup>th</sup> November, meeting at Terling Village Hall.

- 13.81 **Electoral Review of Braintree District: Warding Arrangements**  
 The Parish Council still needed to make a representation to the Local Government Boundary Commission by 23<sup>rd</sup> September. The Chairman would contact Tom Hawthorne again to so seek advice. Cllr Cunningham stated that the Parishes are to be used as the building blocks for the new ward boundaries. The debate was whether Terling and Fairstead would be better served with White Notley and Faulkebourne being in the same ward as Hatfield Peverel with which community facilities are shared, or with rural parishes such as Cressing and Stisted with which common rural problems are shared, such as issues concerning rural roads and broadband. IS, SM SA, RD
- 13.82 **Village Design Statement.**  
 Colin Cutler presented the Council with a draft of the Village Design Statement which had been significantly rewritten with input from various parties. There would now just be very minor amendments to make before publication. SM would forward a copy to Lord Rayleigh. The Chairman wished to formally record the Parish Council's thanks to Heather and Colin Cutler. SM
- 13.83 **Terling Ford**  
 The Clerk reported that RD had met Cllr Abbott to discuss the issues at the Ford, including the ground collapse behind the gabion walls which had already been reported by the Clerk direct to ECC Highways.
- 13.84 **General Correspondence to Note**  
 None.
- 13.85 **Information Exchange / next agenda items**  
 Colin Cutler presented the Council with copies of the War Memorial Commemorative Book completed by Heather Cutler and suggested the Council might like to consider suitable binders. The thinking was that a copy would be placed on the website with hard copies being sent to the Essex Records Office for archiving, one copy to retained by the Clerk, and one copy to lodge at All Saints' Church. Consideration would be given to printing costs and whether members of the public might like to purchase copies. IS would seek quotes for printing and the matter would be added to the next Agenda for consideration. IS  
 The Chairman wished to thank Heather Cutler for her considerable and professional research work on the project.
- 13.86 **Date of Next Meeting, including Committees**  
 Tuesday 15<sup>th</sup> October, Terling Village Hall, 7pm, Tuesday 3<sup>rd</sup> December, The Square & Compasses, Fuller Street, 7pm  
 The meeting closed at 8:40pm.