

**Minutes of the Meeting of Terling and Fairstead Parish Council held on Tuesday 1<sup>st</sup> December 2015 in The Gallery Room at The Square and Compasses, Fuller Street, Fairstead**

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- Present: Mrs S McNamara  
 Mr R Dixon  
 Mrs P Bird                      Mr I Smith  
 Miss S Clements              Mrs S Alder  
 Mr J Payne                      Cllr D Bebb  
 Mr R Hunt                      Mrs J Halfhide (Clerk)                      1 Member of the Public
- 15.108            ***Apologies for Absence*** Apologies were received, and accepted from Cllr D Hufton-Rees and Alex Dyke
- 15.109            ***Meeting Open to the Public*** - No comments from the public present.
- 15.110            ***Minutes of Last Meeting***  
 IS 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 13<sup>th</sup> October 2015 were unanimously approved.
- 15.111            ***Declaration of Interests***  
 None.
- 15.112            ***District Councillors' Reports***  
 Cllr Bebb reported on two major issues currently being dealt with by BDC, namely the Local Plan and the budget. Cllr Bebb explained that the figures given by Cllr Hufton-Rees at the last meeting that 25,000 new homes needed to be built annually in the Braintree District was in fact misleading; the figure actually related to the number required over the county as a whole. Nevertheless, 845 new homes are needed in the Braintree district each year for the next 20. Cllr Bebb outlined the proposed developments in Hatfield Peverel and Witham.  
 It was expected that BDC would be cutting the Localism Fund for Parish Councils by 15% and that this grant would be gradually phased out completely by 2017-18. A 2% rise in BDC Council tax is expected. Cllr Bebb explained in detail some of the financial issues facing the Council, which is needs to make cuts of 40%.
- 15.113            ***Chairman's Report***  
 The Chairman wished to formally record thanks to everyone who assists the Parish Council over the year, particularly the handymen, Alan and Daniel Jiggins.
- 15.114            ***Finance***  
 Copies of Receipts and Payments for the current financial year had been emailed to all Councillors. IS distributed his Receipts and Payments / Budget forecast sheet, which he then explained. Councillors noted that there would be a slight deficit for the year. Closing reserves were expected to be approximately £24,000. IS suggested the Council should consider a Precept rise for the next financial year, reserves would be falling and there was the Parish Support Grant reduction to take into consideration. The Clerk's pension contribution would also need to be considered. He suggested an increase in the Precept by £1,200 to be set at the next meeting in January. Councillors were asked to consider this prior to the next meeting.

JP proposed that the following cheques/direct debits to be approved for payment and signed.  
Seconded by SA. Unanimously approved:-

13th Oct	2092	Acumen Wages - Payroll	£44.40
13th Oct	2093	HM Revenue & Customs- Tax & PAYE	£136.83
13th Oct	2094	J Halfhide - Clerk's salary September	£719.32
13th Oct	2095	Terling Post Office - Internet café services	£48.93
13th Oct	2096	J Halfhide - Clerk's expenses September	£34.85
13th Oct	2097	EON - Street Lighting	£47.40
13th Oct	2098	Lord Rayleigh's Farms - Garage rent	£20.00
13th Oct	2099	John Payne - Domain renewal	£11.80
13th Oct	2100	PKF Littlejohn LLP - External Audit	£240.00
13th Oct	2101	A H Jiggins - Handymen's Jobs General	£133.45

- Review of Financial Regulations. The Finance Committee had met again to review the Financial Regulations and would be recommending amendments which the Clerk would email to all Councillors, for approval at the January meeting.

- Review of Standing Orders (including Complaints Procedure) The Finance Committee had met again to review the Standing Orders and would be recommending amendments which the Clerk would email to all Councillors, for approval at the January meeting.

15.115 ***Environmental & Footpaths***

Some paths needed to be reinstated where fields had been harrowed to the edges – PB to give the Clerk details of locations.

15.116 ***Estate Liaison***

Nothing to report.

15.117 ***Health & Welfare***

- Playground oak – the canopy would be reduced once the leaves had fallen.

- Playground Licence – the Finance Committee would be asked to review the proposed new licence and it would then be circulated to all Councillors prior to signing.

- Risk Assessment – SA reported that there had been a malfunction with the defibrillator, detected on a routine weekly inspection, this had been remedied and it was now back in full working order. The new playground bin had been installed.

The annual risk assessment has been carried out. The Chairman thanked Mr Lewis for his work on this.

15.118 ***IT & Publicity***

JP reported that feedback from residents was that the internet café was no longer required and therefore JP was asked to try to sell the equipment on eBay.

JP needed to find a day when he could work on the Clerk's computer to switch over the email hosting.

15.119 ***Planning and Highways***

The period of public consultation has opened for the Chelmsford Local Plan, Sustainability Appraisal and Draft Statement of Community Involvement.

PLANNING APPLICATION NO : 15/01431/FUL - Demolition of existing dwelling and erection of new dwelling - Old School House Fairstead Hall Road Fairstead Essex CM3 2AU. The Planning Committee would be considering this application.

TREE WORKS APPLICATION: Ford Cottage, Braintree Road CM3 2AW (Tree Warden preparing report). The Parish Tree Warden had met BDC on site to discuss this application.

RD had attended the High Court hearing and was awaiting a ruling on the Little Warley Hall Farm application. The Clerk was asked to get a copy of the judgment from ECC when it was available.

15.120

***Recreation Ground***

The annual risk assessment has been carried out for the Recreation Ground. The Chairman thanked Mr Lewis for his work on this.

15.121

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

PB had been asked about a mirror in Fairstead Road by the bend by The Nutshell. Councillors did not recall one ever having been at this location and suggested it was a matter for ECC Highways, not the Parish Council.

SA had carried out a Litter Pick and wished to thank Sue Webb, Sue Poole and Judy Cockburn for their help.

RD reported that the Trust Deed for the Village Hall Trust should be reviewed in light of new legislation

15.122

***Clerk's Report***

- New dog waste bin sites, Oakfield Lane, The Essex Way on Owl's Hill and Fuller Street. Residents had been consulted and although there had been two objections overall the response from residents was supportive of the bins being installed. One resident objected to the increasing urbanisation of the area with such street furniture. The Clerk was asked to arrange the installation with BDC. There was not expected to be any cost to the Parish Council.

15.123

***Clerk's Contract of Employment*** – IS was still reviewing the Clerk's contract.

15.124

***BDC Amenity Refuse Collection*** – after consultation with the local community it had been decided not to proceed with this idea. A few responses had been in favour but the overwhelming response was generally quite negative to the suggestion.

15.125

***Rayleigh Arms Pub*** – The Chairman gave a brief update and confirmed the Estate was still looking at long term use of the pub site as a community hub.

15.126

***General Correspondence to note***

15.127

***Information exchange / next agenda items***

Cllr Bebb commented how much he had enjoyed the Terling Open Gardens event.

The Chairman wished to formally record the Parish Council's thanks for those who had assisted the Council in its activities over the course of the year, especially the Clerk, Mrs Jayne Halfhide.

15.128

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

12<sup>th</sup> January 2016, 7:30pm The Gallery Room at The Square & Compasses (note change of venue)

23<sup>rd</sup> February 2016, 7:30pm Terling Village hall

5<sup>th</sup> April 2016, 7:30pm Terling Village Hall

The meeting closed at 8:45pm