

TERLING AND FAIRSTEAD PARISH COUNCIL

Minutes of the Meeting of Terling and Fairstead Parish Council held on Tuesday 10th April 2018 at 7.30pm at The Square & Compasses, Fuller Street

Present: Mrs S McNamara (Chairman)
Mr I Smith
Mrs S Alder
Mr A Dyke (joined meeting at 7.35 pm)
Mrs L Sime
Mrs A Blackshaw
Mrs P Bird
Mrs A Fitzgerald

Cllr J Abbott

F Killby – Parish Clerk

1 member of the public

19.90 ***Apologies for Absence*** - Apologies for absence were received and accepted from D Bebb and, R Dixon

19.91 ***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.

19.92 ***Meeting Open to the Public*** – no comments.

19.93 ***Minutes of Last Meeting***

PB proposed and AF seconded that the Chairman should sign a copy of the minutes as a true and accurate record. The minutes of the meeting held on 6th March 2018 were unanimously approved.

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

AF joined the meeting.

Cllr Abbott reported that ECC have issued a memo to say they are behind schedule for highways repairs due to the bad weather etc. Cllr Abbot has visited approximately half the parish to look at issues of potholes, etc and will visit the other half this week. He commented on the dramatic improvement of the road surface between Ranks Green and Fuller Street.

He has taken further photos of the increasingly eroded verge at Brookside Cottages, Fuller Street which is being treated as a maintenance issue and will chase this urgently. This is a separate issue to the flooding at Brookside Cottages which he is also chasing.

He felt that the meeting with Oakfield Lane residents was very positive.

Hatfield Road will be closed from 23 April (potentially for three days) to clear the old railings at Hollow Ditch.

He has reported the Waltham Road flooding (with photos) to ECC, also reported again by clerk.

SA reported that the drains opposite The Old Post Office had just been cleared.

AF reported that the pothole on the corner of Flacks Green is getting larger, clerk to report again and check to see if it is still on the Highways system.

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

19.96 **Casual Vacancies Fairstead and Terling**

The Council is now free to co-opt for the Terling vacancy as well as Fairstead. Clerk to advertise both vacancies on Website, Parish News and Hub.

19.97 **Finance**

Copies of Receipts, Payments, Bank Reconciliation and Budgets for the current financial year were distributed prior to the meeting to all Councillors. IS stated that the projected 2018-19 closing reserve figure could potentially be an issue as it is very low compared to previous years. This is due in part to the new surfaces at the Playground. AF proposed that the following cheques/direct debits be approved for payment. Seconded by SA - unanimously approved: -

6th March	2387	A H Jiggins	Handyman's Services Jan	117.07
6th March	2388	Lord Rayleigh's Farms	Garage Rental	20.00
6th March	2389	Lord Rayleigh's Farms	Grass Cutting Rec Grnd	27.84
6th March	2390	Braintree District Council	Recycling Collection	210.00
6th March	2391	F Killby	Salary/Office Allowance Jan	678.34
6th March	2392	F Killby	Expenses January	46.84
6th March	2393	Inland Revenue	PAYE/Tax	222.76
6th March	2394	Essex Pension Fund	Clerk's Pension Contribution	224.42
6th March	2395	Acumen	Payroll Services	96.00
18 th March	DD	EDF Energy	Electricity Recreation Ground	5.00
18 th March	DD	British Telecom	Clerk's Phone Line	35.82

Clerk stated that all the paperwork for the internal audit should be with the auditor by mid-April.

SA proposed the renewal of the Street Cleaning Agreement 2018/19 with Braintree District Council on same terms as previous years for a fee of £784.44 (a 2.0% inflationary increase), seconded by IS, unanimously approved. In order to receive this payment from BDC, the Parish Council carry out a number of street cleaning initiatives which include regular litter picks, emptying litter bins, checking recycling bins, monitoring fly tipping and advertising the channel sweeping programme in the Parish News.

AF proposed and AB seconded renewal of EALC and NALC affiliation fee - £281.55, unanimously approved.

19.98 ***Environmental & Footpaths***

Mill Lane Rat Infestation – PB reported that she had met with Environmental Health who agreed that the problem was very severe. Strong metal bait boxes should now be in place and residents are also treating their gardens and there has been a slight improvement in the problem.

Village Map – AD stated that he was still not in a position to give the Council definitive maps as the footpaths had only just been finalised. AF stated that she would be happy to assist in the preparation of the Village Map as soon as the maps are available. SM also suggested speaking to A MacWillson on this subject.

PB had received photographs and a report from a resident that the footbridge over the River Ter had almost broken away. AD stated that this was ECC's responsibility, Clerk to report on Highways website with photos.

19.99 ***Estate Liaison*** – nothing to report.

20.00 ***Health & Welfare***

Replacement of Safety Surfaces, Playground – Work should be starting after Easter holiday, end April/early May, dates to be confirmed. Closure to be advertised at site, in Parish News, Hub, website and at school.

SA has inspected the playground and the vegetation has been cut back but she would like to meet with A Jiggins to discuss some minor repairs to the fencing.

20.01 ***IT & Publicity***

Wifi Village Hall – C Cutler has not been able to make contact with the playgroup. He has contacted BT for a quote and is due to have a site meeting with their engineers.

20.02 ***Planning and Highways***

Local Plan – submitted, a decision is due July 2018, no further update.

Housing Needs Survey – RD and Clerk met to put together a first draft which has been submitted to RCCE and they will be meeting shortly with RCCE to progress.

Highways Encroachment and Property Boundaries - Parish Review – AD will report on this at a future meeting.

Directional signs – No news on repair/replacement of these signs

Terling Ford Gabion Wall – Clerk has reported this again and Cllr Abbott will reinspect and send photos to Highways.

Oakfield Lane – As reported by Cllr Abbott, a meeting was held recently which was attended by Cllr Abbott, a representative of Greenfields, Parish Councillors and all the residents of Oakfield Lane. J Elms of Greenfields is to ascertain prices and specifications for repairs. The Clerk has contacted the three bus companies to ask them to reverse into Hull Lane and not use Oakfield Lane, so far two have responded

positively. Clerk will chase ECC for a response on the third service. Clerk has got a price of approximately £70 plus VAT for plans that indicate the location of water services in Oakfield Lane.

Hollow Ditch Railings – As reported by Cllr Abbott, this work is due to be carried out on 23 April with a scheduled road closure of three days.

Chelmsford Local Plan – a resident had expressed concern that the new road could pass close to Fuller Street, however councillors didn't feel that this was an issue.

Refurbishment of Village Sign – RD and CC have carried out a first clean on the village sign and will undertake a second one shortly. The lettering needs to be repainted and it was agreed that this should be in gold.

Fuller Street Surface Water – This was tested again by Anglian Water who stated there was no chlorine present. LRF to test again to verify this. Clerk to contact Anglian Water again to get this retested as this continues to be an issue.

20.03 ***Recreation Ground***

T Lewis has carried out annual risk assessments on the Football Field and the Changing Cabin. As a result clerk is to purchase a new fire extinguisher for electrical fires, and the wiring will be checked by LRF.

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

LS – stated that a report on Terling Hub of cars speeding into the village from Hatfield Road had caused a lot of debate. Councillors suggested that a fence on the grass verges to warn drivers that they are coming into a 30 mph limit could be a deterrent. They also discussed the possibility of a movable flashing 30mph sign. Clerk to look into both options and get costings.

AD – nothing to report

IS - nothing to report

AB – wanted to express thanks to residents in Ranks Green for their unofficial litter picking.

AF – nothing to report

PB – nothing to report

SA – stated that she had organized a litter pick in Fuller on 24 March, with a very low attendance of three people. They also found two fly tipping issues close to the village.

20.05 ***Clerk's Report***

A cheque for £399.12 has been received from EALC for the final Transparency Grant payment.

A spring litter pick in Terling will be held on Saturday 14 April.

The VAT claim for the year to 31 March for £404.09 has been submitted.

The Council's contribution to the Clerk's pension will rise from 19.9% to 20.8% as of 1st April 2018.

Clerk asked if anyone would be interested in representing the Parish Council at the new NHS Foundation Trust meetings.

20.06 ***Grants 2017-18***

Local Service Fund – one application for Mental Health First Aiders will be submitted by the deadline of 1st May, the other application for Permanent Litter Collection Points was rejected at Pre-Application stage. Councillors discussed the possibility of employing a Litter Picker for all the parishes and submitting this as a grant application.

20.07 ***Bus Service***

SM attended the recent Transport Meeting with D Parris and discussed the possibility of joining the Community Transport Scheme at a cost of £25 per year and hiring a 12 seater minibus to offer a service to Chelmsford. SA to ask Always Welcome members if this is something they would use. The cost would be £1.50 per mile (minimum £30 charge) and subsistence for a volunteer driver if appropriate. If the Council were to become a member this bus service could be offered to all clubs and organisations within the Parish.

20.08 ***Permanent Litter Collection Points***

This was discussed in Point 20.06.

20.09 ***Mental Health First Aiders***

Application to be submitted as discussed in Point 20.06.

20.10 ***General (Non-Recyclable) Waste Collection Service***

This will now take place on Saturday 19th May from 9.00 for three hours, the pick up locations will be: Terling – Village Hall, Ranks Green – Outside the Pretty Lady House, Fairstead – Opposite Fairstead Hall, Fuller Street – Outside Whites Cottages and Gambles Green – Anywhere by the large green triangle at Flacks Green. This will be advertised in the May edition of the Parish News, on Terling Hub, website, noticeboards, etc.

20.11 ***Terling Village Hall Car Park***

C Cutler reported that the Village Hall Committee have applied for a number of grants.

20.12 ***Information exchange / next agenda items*** – General Data Protection Regulation -25th May 2018 - Clerk to meet with AF to discuss measures to be put in place.

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

7.00 pm 15 May, Annual Parish Meeting, followed by Parish Council Meeting, Terling Village Hall
7.30 pm, 26 June, Parish Council Meeting, Terling Village Hall
7.30 pm, 7 August, Parish Council Meeting, Square & Compasses, Fuller Street

Meeting closed at 9.35 pm