

TERLING AND FAIRSTEAD PARISH COUNCIL

Minutes of the Meeting of Terling and Fairstead Parish Council held on Tuesday 7th August 2018 at 7.30pm at The Square & Compasses, Fuller Street

Present: Mrs S McNamara (Chairman)
Mrs S Alder
Mrs P Bird
Mr R Dixon
Mrs A Fitzgerald

F Killby – Parish Clerk/Responsible Financial Officer

1 member of the public

20.67 **Apologies for Absence** - Apologies for absence were received and accepted from Cllr Abbott, L Sime and A Dyke.

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

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

20.70 **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 26th June 2018 were unanimously approved.

20.71 **District and County Councillors' Reports** – no reports received.

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

20.73 **Two Casual Vacancies for Fairstead Ward** – no interest currently.

20.48 **Finance**

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

4th July	2429	James Todd	Payroll Services June	31.20
4th July	2430	Lord Rayleigh's Farms	Garage Rental	20.00
4th July	2431	F Killby	Salary/Office Allowance June	850.92
4th July	2432	F Killby	Expenses June	70.12
4th July	2433	A H Jiggins	Handyman's Services June	404.39
4th July	2434	Essex Pension Fund	Clerk's Pension	305.75
4th July	2435	Inland Revenue	PAYE/Tax March	345.15

4th July	2436	M G Howard	Internal Audit Fees	150.00
4th July	2437	RCCE	Subscription	72.60
4th July	2438	A & Lighting	Replacement Bulb	23.94
4th July	2439	E.On	Street Lighting	66.96
14th July	DD	EDF Energy	Electricity Rec Ground	5.00
18th July	DD	British Telecom	Clerk's Phone Line June	36.88

Clerk stated that the VAT reclaim for £3,177 had been received but the CIF grant of £12,500 was still outstanding.

Assets Register – depreciation, inventory of gardening/handyman equipment. Clerk had circulated an email from the internal auditor explaining that according to guidelines, the original value of fixed assets will usually stay constant throughout their life until disposal. Clerk clarified the list of gardening/handyman equipment. Some items are not currently used but it was felt that these should be retained for the future.

Standing Orders – Internal Auditor's review of amendments – in progress.

20.75 ***Environmental & Footpaths***

Terling Ford continues to be a concern regarding public safety. Clerk to write to Highways to ask them to accelerate the work and put in safety measures, copying in P Patel.

Clerk had one report of a broken Footpath sign close to Theakstons. This has been reported to Highways.

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

20.77 ***Health & Welfare***

SA reported that the RoSPA Report for the Playground was all in order, the only issue was a rotten piece of timber on the climbing frame. This has already been removed by A Jiggins and will be replaced in the next week. SA and A Jiggins have identified some minor repairs which he will carry out in due course.

A parent had asked if anti bird spikes could be placed on the top of the swings as there is a lot of bird mess on the seats. C Cutler has some anti bird tape that he is going to place on the swings to see if it deters the birds.

No volunteer painting companies have come forward regarding painting the playground equipment, Clerk to put a notice on the Terling Hub to ask if local parents would be willing to help.

SA had received an email from a parishioner regarding the downscaling of the doctor's surgery to once a fortnight. There had also been confusion and debate over how and where to register for this service. Clerk to write to Fern House to clarify the procedure and ask if the service can be put back to one visit per week.

20.52 ***IT & Publicity***

Wifi Village Hall – No further action will be taken on this at the moment due to perceived demand and the cost of the ongoing monthly charges.

Planning and Highways

Planning App: 18/01059/FUL, Thatchetty Cottage Waltham Road Terling - New two storey extension with glazed link to existing dwelling – deadline 31st July 2018

RD confirmed that the Council has responded to this application with a number of objections.

Planning App: 18/00896/FUL & 18/00897/LBC, Terling United Reformed Church Church Road Terling - Proposed conversion of existing chapel to a 3 bedroom residential dwelling (including demolition) – deadline 8th August 2018

RD had prepared a response objecting to the application, which all councillors were happy with. Clerk to action.

Local Plan – no update from BDC.

Housing Needs Survey – The RCCE still have to produce a revised survey and a quote.

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 – see Minute 20.75

Oakfield Lane – Clerk has obtained plans of clean water and sewage supplies in the Oakfield Lane area, however Anglian Water has no record of the clean water supply as it is a private road, therefore they are not liable for repairs in Oakfield Lane. Clerk to send letter to all residents in Oakfield Lane informing them of this.

Refurbishment of Village Sign – RD and C Cutler have cleaned the sign. RD to get a quote for gold leafing the sign as it is very worn.

Fuller Street Surface Water – A new leak has appeared in Fuller Street close to the Old Stores, this has been reported.

Traffic Calming, Hatfield Road – Clerk has obtained two quotes for fencing and is awaiting another one, quotes will be presented at next Parish Council meeting.

Speeding – Clerk read out an email from a resident of Fairstead Road who was concerned about speeding traffic and wanted to know if the 30 mph sign could be moved further out of the village, ie past the first sharp bend. Clerk to contact Highways. There have also been some complaints about tractors speeding through the villages.

Protecting Grass Verge Adjacent to Noticeboard Opposite School – There was concern that cars parking on this area during term time are damaging the verge and it is also a traffic hazard. SM to speak to Lord Rayleigh to ascertain whether he would be happy for the Council to put in place a restriction similar to School Green.

RD stated that the developer's sign in New Road is outside planning regulations, Clerk will report to BDC Planning Department.

RD has received a request from a parishioner for an informal meeting for a pre-application planning discussion.

20.80 ***Recreation Ground***

Clerk has received two quotes on rewiring/upgrading changing cabins, these will be forwarded to MT, AD and C Cutler for their input. Another quote is still to come and all three will be presented at the next Parish Council Meeting in September.

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

SA – concern about tractors speeding through Fuller Street.

20.82 ***Clerk's Report***

The Annual Governance and Accountability Return has been put on the Noticeboard and website, the date of inspection finishes on 10th August 2018.

A litter pick in Terling will take place in October, date to be confirmed. The Council is to offer a voucher for free tea/coffee/soft drink from the Tearooms. Clerk to write to new owners of the Tearooms welcoming them.

A request from Terling Cricket Club for a grant toward a new (second-hand mower) has been received. Council are not in a position to offer a grant for this equipment but would be happy to offer a grant to purchase a lesser item.

20.83 ***Bus Service***

This has been in place now for three months with a moderate uptake, the Council agreed to book it up to October and then review numbers. C Cutler volunteered to look into the Ford Motor Company scheme which provides a bus free of charge to the public, with a volunteer driver provided by the community. Clerk to provide C Cutler with dates for November to February inclusive.

20.84 ***Terling Village Hall Car Park***

A grant of £15,000 has been awarded, the Village Hall Committee continue to look for further funding.

20.85 ***Terling Chapel – Full Council to approve the Registration as a Community Asset***

A number of Survey Response forms (all positive) have been received. SA proposed that the Full Council approve the Registration of Terling Chapel as a Community Asset, seconded by PB, unanimously approved. Clerk to action.

20.86 ***Four Parishes Gardening Club***

SA stated that Fuller Street would like some bulbs to be placed around the village, another location would be around all the village signs, the greens and at the noticeboard/phone box area in Ranks Green. Clerk to action.

20.87 ***Painting Phone Boxes***

Victor Roome has volunteered to paint the phone box in Fuller Street. Clerk to liaise with A Jiggins to see if there are supplies of paint and if not where it can be purchased.

20.88 ***Information exchange / next agenda items*** – nothing to report.

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

7.30 pm, 18 September, Parish Council Meeting, Terling Village Hall

7.30 pm, 30th October, Parish Council Meeting, Terling Village Hall

7.30 pm, 11th December, Parish Council Meeting, Square & Compasses

Meeting closed at 9.30 pm