

TERLING AND FAIRSTEAD PARISH COUNCIL

Minutes of the Meeting of Terling and Fairstead Parish Council held on Tuesday 6th March 2018 at 7.30pm at Terling Village Hall, Terling

Present: Mrs S McNamara (Chairman)
Mr R Dixon
Mrs S Alder
Mr A Dyke
Mrs L Sime (from Minute 19.70)

F Killby – Parish Clerk

1 member of the public

19.65 ***Apologies for Absence*** - Apologies for absence were received and accepted from Cllr Abbott, Cllr Bebb, A Blackshaw, P Bird, A Fitzgerald and I Smith.

19.66 ***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.

19.67 ***Meeting Open to the Public*** – no comments

19.68 ***Minutes of Last Meeting***

AD proposed and RD seconded that the Chairman should sign a copy of the minutes as a true and accurate record. The minutes of the meeting held on 23rd January were unanimously approved.

19.69 ***District and County Councillors' Reports*** – no Councillors present.

19.70 ***Chairman's Report***

LS joined the meeting.

SM reported that A Bonham had resigned from the Parish Council. SM asked that thanks be recorded, on behalf of the whole Council, for all her work, especially her involvement in planning issues. A complaint has been received from a resident regarding parking by the school. The possibility of a walking bus using alternative parking was discussed.

19.71 ***Casual Vacancy Fairstead***

The Council is now free to co-opt for this vacancy.

19.72 ***Finance***

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

17 th Jan	2371	F Killby	Salary/Office Allowance Dec	601.22
17 th Jan	2372	F Killby	Expenses Dec	21.07
5 th Feb	2373	A H Jiggins	Handyman's Services Jan	157.71
5 th Feb	2374	Lord Rayleigh's Farms	Garage Rental	20.00
5 th Feb	2375	F Killby	Salary/Office Allowance Jan	839.10
5 th Feb	2376	F Killby	Expenses January	119.37
5 th Feb	2378	Essex Pension Fund	Clerk's Pension Contribution	289.66
5 th Feb	2379	Inland Revenue	Tax/PAYE	335.38
5 th Feb	2380	EALC	Data Regs Course	45.00
5 th Feb	2381	Lord Rayleigh's Farms	Photocopying	8.27
5 th Feb	2382	C Cutler	Website hosting	71.86
5 th Feb	2383	Anglian Water	Recreation Ground	18.50
5 th Feb	2384	Terling Village Hall	Room Hire	14.80
8 th Feb	2385	Fastsigns	Village of Year sign	55.20
8 th Feb	2386	Acumen	Payroll Services	24.00
15 th Feb	DD	EDF Energy	Electricity Recreation Ground	5.00
18 th Feb	DD	British Telecom	Clerk's Phone Line	35.52

19.73 ***Environmental & Footpaths***

SA proposed and RD seconded approval for renewal of the P3 (Public Rights of Way Parish Paths Partnership), unanimously approved.

Mill Lane Rat Infestation – The clerk and PB visited the site in January to assess the situation, and contacted Environmental Health at Braintree District Council, who stated that residents are responsible for getting their properties treated for rats and take measures to ensure no food waste, etc is left accessible to the rats. The Clerk also spoke to Greenfields who were not aware of the problem and will be visiting the site in the next few days, but at this stage they also take no responsibility for resolving the issue. PB to meet with the representative to show the extent of the problem.

19.74 ***Estate Liaison*** – Councillors asked that their thanks be recorded for the estate's hard work keeping the roads clear in the recent bad weather.

19.75 ***Health & Welfare***

Replacement of Safety Surfaces, Playground – SA proposed that, in addition to the £2000 council funding already approved (Minute 18.69, 19th September 2017), the Council approve a further donation of £600, RD seconded the motion, unanimously approved.

19.76 ***IT & Publicity***

Wifi Village Hall – no movement on this, RD and C Cutler to visit Playgroup to discuss further.

Email hacking - A Councillor's email account was recently hacked, C Cutler reiterated the necessity of changing passwords on a regular basis.

19.77 ***Planning and Highways***

Planning App: 1800364/FUL & 18/00365/LB – Demolition of later 20th century extensions, erection of new reconfigured extension, including 2 storey cross-wing, rebuild of existing dormer window – Owls Hill House, Terling – The Planning Committee supported this application and had no comments to make.

Planning App: 180093/FUL Elmhurst, Waltham Road, Terling – for information this application will go to Planning Committee at BDC on 13th March.

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

Housing Needs Survey – RD has prepared a first draft and will meet with Clerk to review and then forward to Councillors for feedback.

Eroded Verge Opposite Brookside Cottages, Fuller Street – Cllr Abbott reported end of January that the flood alleviation work has been agreed by ECC Highways but with no dates as yet. The eroded verge is still not on their schedule of works. Clerk to contact Cllr Abbott and Highways as this matter needs to be resolved urgently.

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

Maintenance of Dismals – AD reported that the repairs have been completed. The Council would like to record their thanks to Lord Rayleigh's Farms for carrying out these repairs.

Directional signs – No news on repair/replacement of these signs, the finger post at Ranks Green has been reported and added to the list of damaged/missing signs.

Terling Ford Gabion Wall – Clerk has reported this again and Cllr Abbott has also reported this problem to Highways. Clerk to chase again.

Oakfield Lane – A meeting will be held on 22nd March at the Village Hall for residents to discuss this matter with Cllr Abbott, and Parish Councillors, a Greenfields representative will also be in attendance.

Hollow Ditch Railings – These have still not been removed, Clerk to chase again.

Draft Planning Enforcement Strategy due 7th March 2018 – no comments.

Chelmsford Local Plan – RD and AD to put together a statement on the issue of increased traffic accessing Hatfield Peverel Station.

Essex Highways Users Survey – Clerk to complete on behalf of the Council.

Refurbishment of Village Sign – RD will be cleaning the sign and will ascertain what repairs need to be done.

Fuller Street Surface Water – Clerk to contact Anglian Water to arrange a supervised visit and obtain a quote for chlorine only testing.

19.78 ***Recreation Ground***

AD reported that there had been a leak in the changing cabin due to a frozen pipe which will cost in the region of £150 to repair. A Jiggins to ensure the system is drained down and the electricity is left on to protect the boiler in cold weather. RD gave information to clerk to follow up regarding grants to upgrade football changing facilities. A football team from Great Leighs is interested in using the pitch, Clerk to liaise with T Meredith.

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

LS - suggested that a community bus service could be put in place to transport pupils to schools in Chelmsford. RD to send LS a link on bus/grant initiatives.

SA - a litter pick is planned in Fuller Street for Saturday 24 March. All the drains in Fuller Street are blocked, clerk to contact Highways.

19.80 ***Clerk's Report***

A spring litter pick will be held on Saturday 14 April, Clerk to publicise on Terling Village Hub, on noticeboards, in village shop, tearooms and pub,

New high quality laser copies of the location of the defibrillator are being printed.

SA and Clerk still have to walk the paths around Fuller Street.

RD now a cheque signatory to replace S Fruchard.

Clerk has reported the blocked drains at the corner of Waltham Road and Hull Lane.

Clerk has sent information to councillors regarding an evening event to 'rethink the role of libraries in the community', clerk to resend information to RD.

19.81 ***Rural Community Council of Essex, 2017 Essex Village of the Year***

The Village of the Year Sign has now been received and will shortly be put in place at the entrance to the village on Hatfield Road.

The purchase of planters, etc at the Village Hall is on hold until the parking area, etc has been refurbished.

19.82 ***Grants 2017-18***

Clerk has downloaded information on the Calor Gas Grant, a scheme offering £1,000, £2,500 or £5,000 funding, which is equal to 50% or more of the total project cost. The funding can be used for renovations, redecorating, equipment or new LPG heating. Clerk to promote in Parish News and on Terling Hub.

19.83 ***Bus Service*** –SM will attend the Transport Meeting in March with D Parris,

19.84 ***Permanent Litter Collection Points***

RD has obtained quotes for four litter bins at £250 each and proposed obtaining a grant to fund these. The Council supported this grant application. RD/Clerk to action.

19.85 ***Mental Health First Aiders***

RD has obtained a quote of £200 for a St John's Ambulance course and proposed obtaining a grant to fund five places at a cost of £1000. The Council supported this grant application. RD/Clerk to action.

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

SA proposed and RD seconded that a General (Non-Recyclable) Waste Collection Service takes place in April 2018, for three hours at a cost of £260 plus VAT (subject to a price rise in April)., unanimously approved. Clerk to ascertain exact route from BDC and approximate times the collection will be in the various areas. The Collection Service will be advertised in the Parish News, Terling Hub, tearoom, village shop and pub.

19.87 ***Terling Village Hall Car Park***

C Cutler is currently researching grants on behalf of the Village Hall for the refurbishment of the Car Park.

19.88 ***Information exchange / next agenda items –***

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

7.30 pm, 10th April, Parish Council Meeting, Square & Compasses, Fuller Street

7.00 pm 15th May, Annual Parish Meeting, followed by Parish Council Meeting, Terling Village Hall

7.30 pm, 26 June, Parish Council Meeting, Terling Village Hall

Meeting closed at 9.15 pm