

Minutes of the Meeting of Terling and Fairstead Parish Council held on Tuesday 18th September 2018 at 7.30pm at Terling Village Hall, Terling

Present: Mrs S McNamara (Chairman)
Mrs S Alder
Mrs P Bird
Mr R Dixon
Mrs A Fitzgerald - from Minute 20.94
Mr M Tugwell
Mrs L Sime

F Killby – Parish Clerk/Responsible Financial Officer

Cllr J Abbott
Cllr D Bebb

3 members of the public

20.90 ***Apologies for Absence*** - Apologies for absence were received and accepted from A Dyke.

20.91 ***Declaration of Interests*** – SM declared a non-pecuniary interest in a potential outline planning discussion relating to a neighbouring property.

20.92 ***Meeting Open to the Public*** – A member of the public explained his revised plans to the Planning Committee, prior to submission.

20.93 ***Minutes of Last Meeting***

RD 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 7th August 2018 were unanimously approved.

20.94 ***District and County Councillors' Reports***

AF joined the meeting.

Cllr Abbott – Highways Panel meeting is on 11 October, new signage and minor road alterations can be applied for under this scheme as there is currently funding available.

He has visited Terling Ford and will be referring this back to Highways. Although some work has been carried out, the problem is still not resolved and there is evidence of further erosion.

Cllr Abbott agreed with SA that all missing 30mph signs needed to be replaced at Fuller Street. Clerk to action.

Cllr Bebb – The Local Plan is still delayed, this delay could impact on funding and decisions on A120 and A12 re-routing and development. BDC are currently inundated by planning applications from developers. A decision is due on 3 October for the Stone Path/Gleneagles developments in Hatfield Peverel.

The BDC shortfall is now expected to be around £400,000, partly due to an increase in recycling costs as the fuel charges for this service have gone up by £50,000.

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

20.96 **Two Casual Vacancies for Fairstead Ward** – one member of the public expressed an interest, clerk to forward information.

20.97 **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: -

12th July	DD	Information Comm	Data Protection	35.00
4th August	2440	James Todd	Payroll Services July	31.20
4th August	2441	Lord Rayleigh's Farms	Rent/Grass Cutting/Electrics	166.60
4th August	2442	F Killby	Salary/Office Allowance July	1101.24
4th August	2443	F Killby	Expenses July	118.69
4th August	2444	A H Jiggins	Handyman's Services July	148.79
4th August	2445	Essex Pension Fund	Clerk's Pension	263.06
4th August	2446	Terling Village Hall	Room Hire	29.20
4th August	2447	Anglian Water	Water – Rec Ground	13.42
4th August	2448	Braintree Council	Community Bus Hire	64.00
4th August	2449	Playsafety Limited	RoSPA Inspection	96.60
4th August	2450	A & J Lighting	Annual Maintenance	72.00
18th August	DD	EDF Energy	Electricity Rec Ground	8.00
18th August	DD	British Telecom	Clerk's Phone Line July	35.52
7th September	2451	James Todd	Payroll Services August	31.20
7th September	2452	Lord Rayleigh's Farms	Garage Rent	20.00
7th September	2453	F Killby	Salary/Office Allowance Aug	738.21
7th September	2454	F Killby	Expenses Aug	92.80
7th September	2455	Inland Revenue	PAYE/Tax Aug	145.01
7th September	2456	Essex Pension Fund	Clerk's Pension	228.62
7th September	2457	A H Jiggins	Handyman's Services Aug	222.17
7th September	2458	Braintree Council	Community Bus Hire	64.00

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

CIF grant for the Playground work has still not been received.

20.98 ***Environmental & Footpaths***

The footpath behind the Windmill needs a second cut. Clerk to action. PB stated that the problem of dog poo being left in bags in the Hull Lane area was back. Clerk to produce some more notices to go up in the area and to put a notice in the Parish News and on the Terling Hub.

20.99 ***Estate Liaison*** – PB stated that Lord Rayleigh was happy for a dog waste bin to be installed on the land behind the Windmill, clerk to action. The willow tree at Flacks Green needs cutting back. Clerk to email LRF to check if it is in order for the Council to do this.

21.00 ***Health & Welfare***

SA stated that A Jiggins had repaired the climbing frame and had also done some of the jobs on his action list. She asked that thanks be recorded for his hard work.

The anti-bird tape on top of the swings seems to be working well.

There was a good response to the notice on the Terling Hub for volunteer painters for the playground equipment. Clerk has a quote from Wicksteed for paint colours, but MT will research other suppliers. It is hoped this work can be carried out in October.

Fern House has responded to the Council letter regarding the service at Owls Hill. This service was reduced to fortnightly in the summer due to lack of patients. This is under review and the weekly surgeries may still be reinstated. Residents can register for this service by calling the surgery or registering online. Information about this is in the next Parish News and clerk will also publicise on the Terling Hub.

Emergency Plan – SA and Clerk to carry out annual review and an emergency telephone tree test will be carried out in December.

21.01 ***IT & Publicity*** - Nothing to report.

21.02 ***Planning and Highways***

Planning App – 18/01476/FUL – Traveller Site, Drakes Lane, Little Waltham, Chelmsford and public meeting Thursday 20th September – Planning Committee to review plans for comment.

Planning Updates – United Reformed Church (Community Asset Registration) and Thatchetty Cottage - nothing to report, it can take up to eight weeks for a decision on the Community Asset Registration.

Planning Enforcements – RD stated that there were two properties in Terling that could be in breach of planning restrictions. The Planning Committee will prepare a letter to circulate to the relevant properties outlining the council’s concerns.

Local Plan – see Minute 20.94

Housing Needs Survey – RD to rewrite cover letter to go with survey, Clerk, SM to review, letter and draft survey to be circulated to all councillors, clerk to action, for approval at next Parish Council meeting.

Highways Encroachment and Property Boundaries - Parish Review – no further action at present.

Directional signs – Clerk to write to Cllr Abbott to ask if these could be actioned under the Highways Panel funding.

Terling Ford Gabion Wall – 20.94

Oakfield Lane – Clerk has sent letters to all residents enclosing the Anglian Water services maps, one resident responded for further clarification. Clerk to chase Greenfields for a response to proposed works.

Refurbishment of Village Sign – The sign is currently being re-gilded and will be reinstated shortly.

Fuller Street Surface Water – The leak near the Old Stores is due to be repaired shortly. The leak close to the pub is back. Clerk to contact Highways, cc Cllr Abbott, to action as this will again be a hazard to cars and pedestrians in the winter.

Traffic Calming – Hatfield Road – quotes for Traffic Calming Gates – The quotes were not approved due to the high costs, Clerk to put in an application to the Highways Panel to fund this.

Speeding Complaints - The negative response from Highways was discussed, Cllr Abbott stated that Highways very rarely move speed restriction boundaries due to their policy that continuous development on both sides of the road has to be in place in order for a 30 mph limit to be introduced/moved. Clerk to put a notice in the Parish News and on Terling Hub regarding speeding in the Parish.

Protecting Grass Verge Adjacent to Noticeboard Opposite School – SM to chase LRF for a decision on a parking restriction on the green. Clerk has placed an item on this and also parking at Flacks Green in the Parish News and will publicise on Terling Hub. Clerk has also asked the school to put a notice in their weekly newsletter.

War Memorial – The Council has received an email from Historic England stating that the War Memorial may be listed and attaching information. H Cutler provided a lot of amendments to their listing and these will be passed on to Historic England. Clerk to action. The War Memorial needs cleaning and there are grants available for this. Clerk to research.

21.03 **Recreation Ground** – RD proposed and PB seconded quotes for upgrading electrics at a cost of £925 in order to be compliant with safety standards, unanimously approved, Clerk and MT to action. Clerk also stated that a youth team (ages 7-9) from Great Leighs is interested in using the pitch this season. The Council fully supported this proposal.

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

SA – stated that the Fuller Street Litter Pick will be on Saturday 6 October, this has been advertised in the Parish News but clerk will also publicise on Terling Hub.

PB – stated that there had been reports of broken glass splinters left in Hull Lane after the refuse lorry had visited. Clerk to contact BDC to see if there is a problem with the lorry. Clerk also to publicise recycling of glass in Parish News and Terling Hub.

RD - asked if the grit box at Dairy Hill could be replaced with a wooden one made out of railway sleepers and will obtain approximate costs. Clerk has reported this broken grit box to Highways.

21.05 ***Clerk's Report***

A litter pick in Terling will take place on 20th October. The Council is to offer a voucher for free tea/coffee/soft drink from the Tearooms. A notice is in the Parish News and Clerk will publicise on Terling Hub and put leaflets in the Terling Stores.

Defibrillator – new pads ordered as the current ones are now out of date.

Clerk has asked A Jiggins to replace the lightbulb at Fuller Street, it is not possible to install timers on the phone boxes.

Clerk has ordered the 25 kilo bags from the Highways Saltbag Scheme, these will be delivered in October and a notice has been placed in the Parish News, and will also be publicised on Terling Hub.

Risk Assessments due to be carried out on Litter Picking, Handymen and Footpath Cutting and Clearance.

21.06 ***Bus Service***

C Cutler reported that the Ford Bus scheme can only be used four times a year and that there is an age restriction for drivers. He is still happy to volunteer for this service. It was agreed to book the bus for November and December. Clerk to advertise on Terling Hub and also put leaflets in the village stores. LS asked if the school could use the bus for sports fixtures. The Council were happy to book this on their behalf. Clerk to send LS details of costs.

21.07 ***Terling Village Hall Car Park***

Awaiting a response to a further grant application.

21.08 ***Four Parishes Gardening Club*** – The Council approved a donation of £50 for bulb planting in all settlements in Terling and Fairstead.

21.09 ***Grant Applications***

Clerk to put in grant applications for 50% funding for the Recreation Ground electrics and training for Mental Health First Aiders.

21.10 ***Community Agents Invitation***

RD asked that the local Community Agent be invited to the December Parish Council meeting and drinks.

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

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

7.30 pm, 30th October, Parish Council Meeting, Terling Village Hall
7.30 pm, 11th December, Parish Council Meeting, Square & Compasses
7.30 pm, 22nd January, Parish Council Meeting, Terling Village Hall

Meeting closed at 09.50 pm