



TERLING AND FAIRSTEAD PARISH COUNCIL

Parish Clerk: Frankie Killby

3 Pilgrims Court, Cuckoo Hill, Bures, Essex CO8 5LF

Tel: 01787 227700 · Email: clerk@terlingandfairsteadpc.co.uk · www.terlingandfairstead.org.uk

TERLING AND FAIRSTEAD PARISH COUNCIL

Minutes of the Meeting of Terling and Fairstead Parish Council held on Tuesday 21st January 2020 at 7.30pm at Terling Village Hall, Terling

Present: Mrs S McNamara (Chairman) Mr M Tugwell (from Min 23.49)
Mr L Bundy Mr R Dixon
Mr A Dyke Mr S Thatcher
Mr C Barker Mrs S Alder
Mrs L Sime (from Min 23.50)

Cllr David Bebb, Cllr Charley Dervish

F Killby – Parish Clerk/Responsible Financial Officer

1 member of the public

23.46 ***Apologies for Absence*** – Apologies were received and accepted from Cllr Abbott and Mrs J Long

23.47 ***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. SA declared a non-pecuniary interest in Agenda items 23.52, purchase of Flood Sax.

23.48 ***Meeting Open to the Public*** – no comments received.

23.49 ***Minutes of Last Meeting***

SA proposed and CB seconded that the Chairman of the meeting should sign a copy of the minutes as a true and accurate record. The minutes of the meeting held on 10th December 2019 were unanimously approved.

23.50 ***District and County Councillors’ Reports*** –

Cllr Bebb/Cllr Dervish - Reported that there are still some Councillors’ Community Grant funds available for this financial year. They are still waiting for the grant application from the village hall as it was agreed to fund up to £300 for the survey costs. Councillors Bebb and Dervish will determine if a grant for Mental Health First Aid training is possible. Cllr Dervish to liaise with Braintree District Council’s Planning Department regarding the United Reformed Church building in Terling. Clerk to forward information. There have been rumours that Hatfield Peverel station is to close. Councillor Dervish handed the Parish Council a letter from P Patel, stating that: “There are no proposals to close Hatfield Peverel station and Beaulieu Park will be an additional station that should not have an adverse impact on existing stations and services along the



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route". Councillors also asked if there was any knowledge of timetable changes at Hatfield Peverel station.

Local Plan hearing resumed on 14th February, RD asked for clarification regarding garden villages. Cllr Bebb stated that they are still looking at the viability of these schemes in terms of transport, environmental impact, etc.

BDC has had a very busy election year and the cost of £190,000 to fund the elections should be refunded by the Government.

The Hatfield Peverel Neighbourhood Plan is now in operation. A12 improvements - still waiting for surveys.

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

23.52 **Finance**

Copies of Receipts, Payments, Bank Reconciliation, Budgets and Forecast for the current financial year were distributed prior to the meeting to all councillors.

Queries on payments: – Street lighting, clerk to check why meters for the two village lights have different charges. Councillors discussed the possibility of turning off the main village light (not Terling Ford) after 12.00/1.00 am in order to save money. Clerk to send street lighting invoices to LB.

Recreation Ground - AD asked clerk to get an accurate electricity reading for the changing cabin.

Phoneboxes – the lightbulbs will soon be obsolete and new LED fittings will need to be installed. LB/CB able to source competitive quotes when needed.

ST proposed that the following cheques/direct debits be approved for payment.
Seconded by LB, unanimously approved: -

4 Dec	2623 F Killby	Salary/Office Allowance	751.84
4 Dec	2624 F Killby	Expenses	54.90
4 Dec	2625 Inland Revenue	PAYE/Tax	210.69
4 Dec	2626 Essex Pension Fund	Clerk's Pension Contribution	257.09
4 Dec	2627 B D Council	Community Bus Hire	64.00
4 Dec	2628 Arrowmail Ltd	Mailbox Hosting	56.16
4 Dec	2629 Lord Rayleigh's Farms	Garage Rental/Grass Cutting	75.00
4 Dec	2630 A H Jiggins	Handyman's Services	351.17



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18 Dec	DD	EDF	Electricity Rec Ground	8.00
18 Dec	DD	British Telecom	Clerk's Phone Line	39.42
10 Jan	2631	F Killby	Salary/Office Allowance	617.31
10 Jan	2632	F Killby	Expenses	67.95
10 Jan	2633	Inland Revenue	PAYE/Tax	116.20
10 Jan	2634	Essex Pension Fund	Clerk's Pension Contribution	198.66
10 Jan	2635	Lord Rayleigh's Farms	Garage Rental	25.00
10 Jan	2636	B D Council	Community Bus Hire	128.00
10 Jan	2637	Ritz Inns	Xmas Drinks	97.35
10 Jan	2638	Community Heartbeat	Defibrillator Batteries	282.00
10 Jan	2639	James Todd	Payroll Services	93.60
10 Jan	2640	E.on	Street Lighting	84.47
10 Jan	2641	A Jiggins	Handyman's Services	149.97

Change of Bank Accounts to Unity Trust, clerk has all the information now to proceed.

LB proposed and ST seconded the purchase of Flood Sax for storage at the Square & Compasses - 10 packs at £166.50 excluding VAT, unanimously approved. This is to replenish the stock that was used during the recent flooding in December 2019.

EX AGENDA – AD proposed and SA seconded approval of the precept recommended by the Finance Committee of £23,262, unanimously approved. This is a 10% increase (as per 2019-20) of the precept, which represents an increase of £0.10 pence per week for a Band D property, figures to be confirmed by Braintree District Council. Clerk to publish an explanation of the Parish Council's work in the Parish News, on noticeboards, on the website and on Terling Hub.

Budget 2020-2021 - The Environmental Issues budget was clarified as the charges for the recycling bins at the village hall and an extra general and green waste collection. It was agreed not to have a green waste collection this year as it was not well used last year, and the budget will be adjusted accordingly. The general waste collection will continue and will take place in May as per last year.

23.53

Environmental and Footpaths

Parish Map – SM to email councillors to get date in diary for a meeting to progress this.



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Recycling Bins at the Village Hall – JL had taken a photo of the rubbish left by the bins which the clerk published on Terling Hub, this will be monitored.

Dog Waste Bins – the Ranks Green bin has been repaired, the Great Loyes bin is still damaged, clerk to chase.

Rats at Mill Lane – Clerk has spoken to a representative from Greenfields who is looking into this problem as they are the owners of the hedge where the rats are living. Clerk to send information to Cllr Dervish on this matter.

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

23.55 ***Health and Welfare***

Playground – the rocking horse has been vandalized, A Jiggins is in the process of repairing it. There are still a number of minor issues to be resolved and CB/SA/JL will meet on site to discuss.

The oak tree adjacent to the playground is due to be surveyed in July 2020, the cost will be approximately £500, BDC have offered to pay up to 50% of this cost.

The wording for the Parish Council notice regarding the maximum age of children using the facility, etc was clarified. Clerk to order a new sign.

Cllr Dervish congratulated the Parish Council on the playground stating that it was a fantastic asset to the village and is exceptionally well maintained.

Defibrillators – it was agreed to apply for Lottery funding for four defibrillators to be placed in phone boxes in Flacks Green, Fuller Street, Fairstead and Ranks Green. Clerk to action.

Listening Benches/Buddy Benches - RD explained that he has been looking at listening benches, an initiative set up by the Essex Records Office and buddy benches, an initiative being used locally in Braintree. He will carry out further research on this as the EALC are interested in funding these schemes.

23.56 ***IT & Publicity*** – SA stated that she had been informed that superfast broadband is coming to the area but the Parish Council has no official confirmation of this at the moment.

23.57 ***Planning and Highways***

Planning App: - 19/02235/PLD, Little Willows, Fairstead Road, Terling, Conversion of garage to habitable space (Application permitted for information only)

Planning App: 19/02148/HH, Holmewood House, Two-storey rear extension, single-storey side extension, incorporating integral garage, and the erection of a storm porch to front entrance. (Application permitted for information only)



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Planning App: 19/02198/FUL, Blixes Farm, Ranks Green, Demolition of Cold Stores, Freezers Storage Containers and Meat Preparation Area. Extension to Farm Shop Comprising Replacement Cold Stores, Freezer, Meat Preparation Room, Dry Storage and Loading/Unloading Area. (Application supported, decision pending, for information only). RD had some concerns that, as the intensity of use is now getting to be considerable, there is no car park layout to separate the retail and industrial parts of the business and also no lighting, both of which he considered could be a public safety issue.

RD asked that it be recorded that District Councillors and Parish Councillors ensure that they declare their relationship to the Planning Authority under Point 8 of the Planning Application form.

Oakfield Lane/Waltham Road flooding – Clerk has contacted Greenfields to inform them that Lord Rayleigh's Farms and the Parish Council are not able to contribute financially to the proposed repair scheme. The drainage continues to be a problem and RD is carrying out further investigation. LB asked if earlier intervention from Highways to clear the drains would help to control the flooding. Clerk explained that when issues are reported to Highways it can take up to four weeks for an inspection, and no timescale is given for clearance of drains after that inspection. There are at least two outstanding drainage reports for the corner of Waltham Road on the Highways system that are dated January 2018. Clerk has chased repeatedly, but Highways workload is always cited as the reason for the drains not being cleared. Councillors discussed the possibility of carrying out their own drain cleaning but this could cause public liability issues.

Traffic Calming Gates/Speeding/Mobile Speeding Monitors - No update on traffic calming gates, the speed surveys are still in place, Fairstead Road has been moved as it was in the wrong place. The Parish Council is now on the waiting list for Speed Watch training. Cllr Dervish stated that Hatfield Peverel Parish Council has a speed camera that the Parish Council may be able to use, and she will investigate.

Road Repairs – nothing to report

United Reformed Church – Clerk has sent the information received from BDC's Planning Department regarding pre-applications to Cllr Dervish who is looking into this matter.

Parking Issues at School/Safety Railings/Repainting Yellow Lines – No update on repainting the yellow lines, however the parking cones are proving to be very effective. LB suggested installing some posts in The Dismals to create a walkway for pedestrians but this is not possible as the land is privately owned. RD has a quote to install school railings outside the school, clerk to contact Cllr Abbott to discuss next steps.

It was agreed that LB would arrange for the purchase of the posts for the green opposite the school at a cost of £66.66, installation – weather permitting.

Local Plan - as per Minute 23.50



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Directional Signs – nothing to report

War Memorial - The new posts are ready to be installed. LB to action, weather permitting.

23.58 ***Recreation Ground***

AD reported that there were some cones on car parking area, clerk to investigate.

Grass Cutting Issue Damage - Clerk had received an email from GLYC who feel that they are not liable. SM to discuss with Lord Rayleigh.

A youth team from Hatfield Peverel run by a local resident and with many local members is currently using the football pitch on a Saturday morning for training.

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

SA – has received a complaint about the smell from the digester which has been evident for a number of weeks.

RD – asked if the information on the RCCE publication regarding free Mental Health Awareness Training for Veterans could be publicised within the parish and if the Clerk could get an information pack on community run libraries. Clerk to action.

ST stated that the Ranks Green library is now up and running and that new 30 mph signage is in place in Ranks Green.

AD stated that the telephone box at Fairstead is looking grand but still needs painting which he has volunteered to do, RD to pass on the paint to him.

JL – clerk reported on behalf of JL, that the Oakfield Lane library is now up and running.

JL asked if a reminder could be placed on the Terling Hub every now and then regarding the litter left at the village hall recycling, clerk to action. She was also concerned at the amount of litter in the village and wondered if residents could be asked to pick up litter near their homes. Councillors felt this was already being done in most cases. She also asked if the Parish Council could install 'Local Traffic Only' signs but this would be not be allowed and would not work as satellite navigation systems shows that it is a through road.

SM asked that a vote of thanks be given to ST and JL for their organisation of the libraries.

23.60 ***Clerk's Report***



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A resident had asked if two of the bridges in Terling could be repainted, the Ford is already on the list to be done. The resident also asked if proper seating could be installed at the Ford as the benches are very uncomfortable. Councillors pointed out that it is not possible to use conventional seating as this area floods. Clerk is to look into a design using reclaimed timber for a rustic-style seat. Cllr Dervish would be happy to support the purchase of such a bench with her grant funding.

£1,379.00 has been received from Essex County Council, this funds the Parish Council's footpath cutting which is carried out by A Jiggins.

The New Councillor training that was cancelled in December is now proposed for either 2nd or 11th March.

23.61 ***Telephone Box Libraries***

All set up and working.

23.62 ***MUGA Court***

A tennis club representative was due to be at the meeting but had to cancel, they hope to attend the next meeting in March.

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

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

7.30 pm, 3rd March, Parish Council Meeting, Terling Village Hall, Terling

7.30 pm, 21st April, Parish Council Meeting, Square & Compasses

Meeting closed at 09.50 pm