

## **TERLING AND FAIRSTEAD PARISH COUNCIL**

**Minutes of the Meeting held on 11<sup>th</sup> December 2007 at 7.00pm. in the Committee Room, at The Square and Compasses.**

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### **Present:**

Mrs. A. Anderson (Chairman)  
Mr. R. Dixon  
Mrs. C. Godfrey  
Mr. I. Smith  
Mr. C. Cutler  
Mrs. P. Bird  
Mr. T. Lewis  
Mr. D. White  
Mr. A. Meyer (District Councillor)  
Mrs. S. Stewart (Clerk)  
Mr. C. Marshall (Handyman)  
Jill Richardson (Unpaid Work Supervisory Manager, Probation Service)  
Derek Turner (Parish Footpath representative)  
Tony Lynch (Community Warden)  
2 members of the public.

### **Apologies for Absence:**

Mr. P. Evans  
Mrs. S. MacNamara  
PCSO Nikki Doubleday  
Lord Rayleigh  
Mr. R. Sterck  
Mr. J. Payne  
Mr. F. Morrissey  
Mr. A. MacWillson  
Mr. A. Dyke  
Mr. D. Boyle

### **50 Meeting open to members of the public:**

No comments.

### **51 Minutes of the Meeting held on October 30<sup>th</sup>, 2007:**

These were unanimously approved.

### **52 Matters Arising:**

These will arise during the course of the Minutes.

### **53 Community Warden's Report:**

Fly-tipping had been reported in Peg Miller's Lane and some drunkenness had been dealt with. The posters displayed on the telegraph poles throughout the

Parish will be removed.

**54 Unpaid Work, Probation Service:**

Jill Richardson said that offenders had to serve between 40 and 300 hours community work and are 16+. They often find employment related to this unpaid work, which helps them to get back on track. The Placement Manager and a representative of the Parish Council meet first and do a Health and Safety Assessment. The Placement Manager decides who comes to do the work and the workers are supervised and given scores. The Parish Council is also scored to see whether the rapport with the offenders is satisfactory. Some offenders have no work ethics and have to be taught. The Parish Council provides the work and the equipment, and the probation service provides transport and clothing. If necessary, the workers are CRB checked and can work at weekends to avoid being in a school during opening hours. They cannot work in people's private houses, if they are rented. They usually do indoor work in winter.

**55 District Councillors' Reports:**

None.

**56 Chairman's Report:**

On the day of the meeting, the Chairman, CG and the Clerk had met with representatives from Essex County Council's Highways Department to decide the best way of dealing with the encroaching bank on Owls Hill. Lester Bright, the resident there, also attended. After discussion, it was decided to grow plants or grass on the bank to stabilize it and possibly to net it. Essex County Council would cut it back twice a year and in between, the Parish Council would manage it, but, if necessary, Essex County Council will come more often. Essex County Council will initiate the work in April 2008. The condition of the salt bins had been investigated and two will be replaced. The rest can be painted by the Handyman.

CM

The work on the culvert at Maddox Hall will be done next week. Orders for signage have been placed.

No reply has been received from Lord Rayleigh, in response to the Councillors' concerns on the football field. The Chairman will remind Lord Rayleigh.

AA

**57 Councillors' Reports:**

PB had brought a letter, which she had received from the Manager, Sandy McGinniss, of the Terling Tots Nursery, requesting financial help with buying a removable safety barrier, to protect children, when playing outside Terling Village Hall. This was discussed and the Clerk was asked to reply, requesting the Manager communicates with Terling Village Hall Management Committee and obtains quotations.

SS

## 58 Sub-committee Reports:

### Finance:

IS presented the Income and Expenditure Account for the period to December 10th, copy attached.

The Precept form had been received from Braintree District Council and it was agreed to hold a financial sub-committee meeting on January 9<sup>th</sup>, 2008 to discuss this and the Clerk's new pay scales, for this financial year, which NALC has just agreed.

IS  
AA  
RD

### Environmental:

CG told the meeting that the Best Kept Village Competition is being replaced by a Best Green Village Competition. CG will attend the meeting about this, because she feels that the response in this Parish will be good.

CG

### Estate Liaison:

No report.

### Health and Welfare:

The Clerk had sent the PP3, Parish Paths Partnership form, but no reply had as yet been received.

### IT and Public Relations:

The web-site is getting an increasing number of hits. CC requested that for £40.00 per annum, the site could incorporate a discussion forum. This would need policing. It was agreed to try this for one year.

CC

The Clerk had contacted the Computer Course tutor and Terling School, regarding a more advanced Computer Course. It was agreed that this could function as before, provided there are some candidates. The course has been advertised.

### Planning and Highways:

Great Warley Hall. Amendment to existing approved plans. The Planning sub-committee had no comments.

Alan Southerby, Head of Development, Braintree District Council, had been replaced by Mark Jackson.

## 59 Clerk's Report:

Hours- 49 over 6 weeks.

The circulation envelope was distributed.

The dog bin at Terling Ford has been positioned.

The Community Refuse Vehicle can be hired for £152.00 + VAT, on Saturdays, between 9.00 and 11.30am. The collection excludes tyres, liquid, white goods

- and large double glazing units. The Clerk has provisionally booked this for January 19<sup>th</sup>. The Clerk was asked to find out whether the time could be split between Terling and Fuller Street. This was all approved and will now be advertised. SS
- No report can now be submitted for the Parish magazine, because of the printing works Christmas closure. The next report will be in the February edition.
- The safety surfaces at the Children's Playground have been insured for £5000.00 and the lamp at Terling Ford for £1700.00. There will be no fee for this until the renewal is due.
- EDF has cleared the tree branches from the telegraph wires in the area of Terling Ford. The Handyman will now arrange the trimming of the trees at Ford Cottage. Terling Ford railings should be painted. It was approved that the Handyman could do this. CM  
CM
- Cluster Meeting report:
- A speaker from the Voluntary Support Agency attended the Cluster meeting and brought a list of courses. The Clerk would like to attend one on successful fund applications. The next Witham Area meeting will take place in the Collingwood Road Hall on January 10<sup>th</sup>. The Chairman will attend. The Community Initiatives Funding application would be a suitable one for the Football Club. The next Cluster meeting date will be arranged when Braintree District Council 2008 diary is published. SS  
AA
- The Clerk would like to attend the District Clerks' Network Meeting, at Braintree District Council offices on February 25<sup>th</sup>. SS
- The Molecatcher will come and treat the Children's Playground in January.
- Lord Rayleigh's Farms had taken down the trees at Wat Hobbs Farm. A parishioner felt that motorists could drive into the pond, but the Parish Councillors felt that if drivers were driving responsibly, within the speed limit, this would not be an issue.
- 60 Village Design Statement:**  
The questionnaire is due for distribution on January 12<sup>th</sup>, returns by January 26<sup>th</sup>.
- 61 Terling Stores and Post Office:**  
450 leaflets had been distributed and 24 replies had been received. A sub-committee of CC, CG and TL will précis the replies and send this to all councillors for approval, before issuing to John and Mandy Dickson. A copy of this precis will follow. Braintree District Council runs a Business Development Advisory Service, of which CG will find out more details. The Clerk will find out from Braintree District Council how long the leaflets have to be kept. CC  
CG  
TL  
CG  
SS
- 62 Standing Order Additions and Deletions:**  
The Clerk had distributes EALC's guidance regarding the standing orders, relating to the revised Code of Conduct. Discussion followed, but the Parish Councillors felt that further clarification is needed. The Clerk will contact EALC and put it on the next agenda. SS

**63.1 Correspondence received:**

Braintree District Council: Summer Activity Day. It was decided to have this again. SS

EALC Courses: Health and Safety, How to raise the Profile of your Parish Council, Councillor Training Day, Chairman's Day, Planning for the Future of your Village.

Greenfields Community Housing: David Woods, in reply to the Clerk's letter, had visited 8, Hull Lane several times, but had found no evidence of disturbances. He will monitor the property.

**63.2 Correspondence issued:**

All has arisen during the course of the meeting.

**64 Any other business:**

The Clerk had written to the Chairman, regarding her extended break in March and April. The Chairman and SM offered to monitor the post and phone messages, and as the Clerk will have access to a laptop and most correspondence now comes by E-mail, it was felt that the Parish Council will manage. AA  
SM

DW asked the Handyman to repair the bench at Fuller Street. CM

**The meeting closed at 9.15pm.**

**Next Meeting Dates:**

Tuesday, January 15<sup>th</sup>, at 7.00pm at Terling Village Hall.

Monday, February 18<sup>th</sup>, at 7.00pm at Terling Village Hall.