

## TERLING AND FAIRSTEAD PARISH COUNCIL

### Minutes of the Meeting of Terling and Fairstead Parish Council held on 15<sup>th</sup> September 2009, at 7.00pm, in Terling Village Hall

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**Present:** Mrs S McNamara (Chairman)  
Mrs A Anderson  
Mr R Dixon  
Mr T Lewis  
Mr I Smith  
Mrs S Alder  
Mrs J Halfhide (Clerk)  
Mr C Marshall (Handyman)  
PCSO Nikki Doubleday  
2 members of the Public

#### ACTION

**Apologies for absence:** Cllr Margaret Galione, Mr Colin Cutler, Mr Darren White, Ms Hayley Wiseman, Mrs Judy Cockburn, Mrs Pauline Bird, PC Jason Corrigan

#### 09.47 **Meeting Open to the Public**

Concern was expressed by two residents of The Estate Yard about the recent clearing of the land adjacent to the cemetery, the possible expansion of the cemetery, and the fact that without the blackberry bushes and shrubs they now had a clear view of the cemetery, which was undesirable.

It was explained that this was a really Parochial Church Council issue, but that SM, in her capacity as Church Warden, confirmed that many years ago Lord Rayleigh had given the land to the Parochial Church Council (PCC). Any future expansion of the cemetery would require planning permission and as yet none had been applied for. It was suggested that the residents might like to write to the PCC requesting that suitable planting be considered to shield the cemetery from the view of the houses.

PCSO Doubleday reported that the period from 1<sup>st</sup> August to date had been generally quiet with only a few reported incidents; a minor traffic accident, one dangerous dog, hare coursing had been seen in the Football field in Fairstead Road and there had been reports of scrap metal thefts.

Speeding had been highlighted as a Neighbourhood Action Priority and the Clerk agreed to forward a list of the locations which were of most concern to the Parish Council. JH

Next Neighbourhood Action Panel Meeting: 3<sup>rd</sup> November, 7pm Hatfield Peverel Village Hall. Beat Surgeries: 16<sup>th</sup> September and 14<sup>th</sup> October.

#### 09.48 **Minutes of Last Meeting**

The minutes were unanimously approved. It was proposed by SA and seconded by TL that the Chairman should sign a copy of the minutes as a true and accurate record.

#### 09.49 **Matters arising from the meeting**

There were no matters arising other than those being covered elsewhere.

#### 09.50 **Declaration of Interests**

SA declared an interest in her Planning Application 09/01151/LBC: The Old Stores, Fuller Street, Fairstead.

09.51 **District Councillors' Reports**

There was no report in Cllr Galione's absence.

09.52 **Chairman's Report**

The Chairman had received a letter from the Rural Communities Council of Essex (RCCE) who are arranging a walk of the Essex Way to promote awareness of the new Essex Rural Fund, launched to mark the 80<sup>th</sup> anniversary of the foundation of RCCE. The walkers will be passing by Fairstead Church at approximately 12 noon on Sunday 27<sup>th</sup> September. The Clerk agreed to find out more information and email all Parish Councillors in the hope that someone would be able to support RCCE. JH

A letter had been received from Derek Turner, Neighbourhood Watch Co-ordinator about speeding vehicles, particularly along Waltham Road. The Parish Council concurred that this was a particular concern and that in the first instance the Police must carry out their promised speed gun traps to determine the severity of the problem. The Clerk would reply to Mr Turner. JH

Terling Villages Stores had requested whether it would be possible to use the old BT phone kiosks at Fuller Street, Fairstead and Ranks Green as a "collection point" for the delivery of newspapers. Boxes taking up approximately a quarter of the available floor space with a combination lock would be installed and customers could collect their daily papers from there, thus providing a much needed service for the community. SA agreed to pursue the matter, to determine the feasibility and cost. SA

The 50<sup>th</sup> Anniversary of Terling Village Hall tea party would be taking place on Sunday 20<sup>th</sup> September, all welcome.

09.53 **Sub-Committees Reports**

**Finance:**

Copies of Receipts and Payments for the current financial year as per the cash book had been e-mailed to all Councillors.

The following cheques were approved for payment and were signed. All invoices had been checked against cheques. The expenditure was approved. Proposed by AA and seconded by SA:-

1219	J Halfhide – Clerk's expenses July	£82.18
1220	J Halfhide – Clerk's salary July	£425.78
1221	HM Revenue & Customs – PAYE tax	£115.66
1222	A & J Lighting – Streetlight maintenance	£62.33
1223	Acumen Wages – Payroll for July	£20.13
1224	BT Payment Services – clerk's phone line	£57.85
1225	Audit Commission – audit fees	£327.75

IS reported that the Parish Council will finish the year with approximately £30,000 in reserve.

IS reported that Lord Rayleigh is still keen to forward the football field project. IS agreed to circulate to the whole Council the proposed expenditure for the changing rooms for full consideration prior to approval. It was agreed that it was important to widen the facility for use by other clubs and the whole community and that it was necessary to find someone to coordinate and advance the project. The Clerk was asked to advertise in the Parish Magazine for volunteers to assist with this. IS JH

It was unanimously agreed that the Handyman's pay should be increased by 3.5 % to cover the higher increase for lower rates of pay backdated to 8<sup>th</sup> July 2009, the date of the last Finance Committee Meeting. Proposed by IS and seconded by SA.

The audit of accounts for the year ended 31st March 2009 has been concluded and signed off by the Audit Commission

**Environmental & Footpaths:**

TL reported that David Game of Essex Runners had a brush cutter and volunteers willing to assist the Parish Council if it needs assistance in this area.

The Clerk reported that the roll bars for the tractor had been delayed, were still on order, and she would continue to chase.

The wooden gate and fence at the end of the River Walk, at the Old Dairy end, is falling down and the gate has collapsed. The Clerk would contact Alex Dyke.

JH

**Estate Liaison:**

In PB's absence the Chairman reported on a few issues. Lord Rayleigh had confirmed he was happy for a sign to be placed by the entrance to the cemetery to prevent parking. The PCC will be arranging for this to be installed.

PB had had a good meeting with Dave Woods from Greenfields. The issue of the ditch in Mill Lane, which had silted up and which needed clearing to alleviate the permanent water on the road, had been discussed and it transpired that the adjoining land is possibly Glebe land. The Clerk was asked to contact Buzz Hood to get confirmation.

JH

Greenfields are pruning the apple trees on Bramley Cottages Green. RD agreed to check the title to ascertain the owner of this piece of land.

RD

The options to prevent parking on School Green were again discussed. As the granite stones had originally been supplied by ECC Highways it was wondered whether they would be prepared to assist again by digging out the sunken stones. This might be a good project for those doing Community Service. The Clerk would speak to ECC Highways again, although they had previously said they would not be able to assist. Lord Rayleigh had been approached about the possibility of using sleepers, and SM was expecting to hear from him. The Clerk would be speaking to Alex Dyke and would chase this. The possibility of oak logs was still an option and IS offered to try to source some.

JH

**Health & Welfare:**

Concern was expressed about the rope on the oak tree in the playground. As much as possible had already been cut down and the remaining rope was out of reach.

The Clerk had received a verbal assurance from Alex Dyke that the oak tree had been inspected and had found to be safe, but for insurance purposes the Clerk was asked to obtain something in writing to this effect.

JH

**IT & Publicity:**

Nothing to report.

**Planning & Highways:**

09/00820/FUL: Blixes Farm, Ranks Green - Reed bed and filtration system – Granted

Tree works: Homeside, The Street, Terling – Angus MacWillson has been consulted but as he is one of the neighbours he has a vested interest so cannot comment on the application.

09/01151/LBC: The Old Stores, Fuller Street, Fairstead.

Replacement and renovation of external windows and doors, replacement of part external render finish and minor amendments to the fireplace.

On 14<sup>th</sup> September the Chairman and several Councillors had met with Mark Bridges of ECC Highways to discuss signs for Fuller Street and Fairstead. It had been agreed that signs for Fuller Street were urgent as there were none presently. The Clerk would follow this up. It was expected this would have to come out of next year's budget although as this had already been delayed due to an error on the part of ECC it was hoped the project could be brought forward.

The grass bank at Owls Hill would need to be kept in good order.

The repair works to the gabion walls at the ford would be taking place on 22<sup>nd</sup> September and would last for approximately 4 days.

09.54 **Councillors' Reports**

Nothing to report.

09.55 **Clerk's Report**

Hours worked in August: 48¼

Hours worked so far in September: 18

The Clerk had submitted the Community Achievement Award nominations as requested at the last meeting to Braintree District Council. The winners will be notified in February. BT are running a programme for Parish Councils who have adopted their old phone kiosks with the chance to win £5,000 for the local community. It was agreed the Fuller Street box would be a good candidate. The Clerk would ask Vic Roome if he would like to become involved and would go ahead and enter for the prize. JH

The Clerk had asked the Mobile Library not to park on School Green.

The Clerk had written to Brooks Newmark inviting him to one of the forthcoming meetings.

The Autumn Litter pick was arranged for 10am on Saturday 3rd October, meeting at The Dismals. As had previously been suggested by HW the school would be asked if the children would like to take part by meeting after school one afternoon and covering The Dismals. JH

Approval was unanimously given for the Clerk to attend the EALC Law & Procedures Course on 20th October, £54 per delegate. Proposed by RD, seconded by IS

Approval was given for the expenditure of £16.50 for a poppy wreath for Remembrance Sunday, to be laid by the Scouts or the Brownies on behalf of the Parish Council.

09.56 **Village Design Statement Findings**

RD agreed to liaise with CC to find out about the publication date, which is now overdue. RD

Again, the over riding issue of concern highlighted in the questionnaire was speeding. AA reported that she had looked through previous minutes and found that on 4<sup>th</sup> April 2007 Olive Cowell of ECC Highways had agreed an order for a survey to be carried out to determine volume and speed of traffic. This had apparently never taken place, despite the Parish Clerk having provided a map showing the areas to be targeted in March 2007. The Parish Council had originally requested this in December 2006. The Clerk was asked to look into this and speak to Highways to chase. JH

Electronic "smiley faces" had previously been considered by the Parish Council but had found to be prohibitively expensive.

The Clerk was asked to write to the Police Superintendent at Braintree asking them to come to speak to the Parish Council about this matter. JH

Transport concerns had also been highlighted on the VDS, particularly in relation to the buses. The "use it" or "loose it" sentiment needed to be stressed to the community.

09.57 **General Correspondence**

EALC Courses:

Law & Procedure 20th October 2009 (£54 delegate fee) 9:30 to 3:30

Health & Safety Course 6th November 2009 (£75 delegate fee) 9:30 to 5:00

The Annual General Meeting of the EALC will be taking place on Wednesday 23rd September at 6:50pm at Plantation Hall, Heybridge

09.58 **Any Other Business / Items for Next Agenda**

The Clerk was asked to follow up with the Landlord of the Square and Compasses as to progress with his septic tank.

JH

09.59 **Dates of forthcoming meetings, including sub-committees**

20<sup>th</sup> October, Parish Council Meeting, Terling Village Hall, 7pm

17<sup>th</sup> November, Parish Cluster Meeting, Hatfield Peverel Village Hall, 7:30pm

8<sup>th</sup> December, Parish Council Meeting, The Square & Compasses, Fuller Street, 7pm

The meeting closed at 8:45