

Minutes of the Meeting of Terling and Fairstead Parish Council held on 5th April 2011 at 7.00pm at Terling Village Hall

Present: Mrs S McNamara (Chairman)
Mrs P Bird
Mrs A Anderson
Mr I Smith
Mrs S Alder
Mr D White
Mr C Cutler
Mr R Dixon
Mr T Lewis
Mr L Sime
Mrs J Halfhide (Clerk)
25 members of the public

ACTION

Apologies for absence: none.

11.172 **Meeting Open to the Public**

PCSO Nikki Doubleday reported on recent issues, including fuel and oil thefts, nuisance in The Dismals, damage to the Norman Hill sign, theft and fire at the tennis courts and the theft of a tow bar. NAP meetings would be continuing. Neighbourhood Watch helpers are needed. The community was asked to keep a watch out for elderly neighbours.

The Chairman welcomed Mr Stephen Webb, who had met with the Pub Working Group the previous week, at their invitation. Following this meeting Mr Webb had delayed submission of a planning application for The Rayleigh Arms and now suggested two possible schemes which had been discussed with the Pub Working Group. Mr Webb explained “Plan A” which consists of a making the existing Rayleigh Arms building into a pub with restaurant and function suite with six bedrooms, a manager’s suite and 38 parking spaces, but with no housing scheme. To make this business viable it would be necessary to have three functions per week. Change of use to a hotel would be necessary. The opinion of the Working Group was split 50/50 for this scheme. Discussions had led to an alternative idea being formulated – a housing scheme for eight three and four bedroom homes and a pub. The houses would be in the style of The Estate Yard, the land for the pub would be given under a Section 106 agreement to the Parish Council together with £150,000 for the building work. A brewery loan would be necessary to make up the shortfall of the pub building costs, estimated at £200,000. This would effectively secure the last pub in the village for the community. Mr Webb suggested the site would allow for a pub of 55 sq metres with a small conservatory restaurant, and 12 parking spaces, with manager’s accommodation of three bedrooms.

The two proposals were then discussed at length by members of the public present and Mr Webb answered questions. Councillors were anxious that the community must decide its preference. Concerns were raised that “Plan B” is not yet sufficiently advanced and Mr Webb offered, provided that the Parish Council endorse the plan, to work on a more polished scheme with his architects.

After much debate it was agreed that the Pub Working Group should urgently decide how to progress, to consult as necessary, and to report back to the Parish Council. An Extraordinary Meeting of the Parish Council would be called if necessary.

Adam Twin and representatives of Terling Football Club confirmed their attendance at the “Do Day” for the football field on 16th April. Alex Dyke confirmed that the Estate had rolled the field and would possibly be able to do the first rough cut prior to the “Do Day”. Cllr Galione offered to email the Football Club a list of possible grant funding sources. The Chairman reiterated that it would be necessary for the Football Club itself to apply for the grants, and the Parish Council was still prepared to support the Club to assist its return

to playing at Terling.

Members of the public expressed concern about the poor condition of the roads, particularly the large number of potholes. The Chairman assured those present that the Parish Council continually lobbies Essex County Council with regards to this, and that it might add weight to the complaints if members of the public also reported any concerns direct to ECC Highways Department. Repairs to Crow Pond Road and The Street are imminent.

11.173 Minutes of Last Meeting

The minutes of the meeting held on 1st March 2011 were unanimously approved. It was proposed by PB and seconded by TL that the Chairman should sign a copy of the minutes as a true and accurate record.

11.174 Matters arising from the meeting

There were no matters arising other than those covered elsewhere on the Agenda.

11.175 Declaration of Interests

None.

11.176 District Councillors' Reports

Cllr Galione reported that there would be no more local area committee meetings, but no decision had yet been taken as to what would replace them. There were various grant funding opportunities - BVSA "Snippets" publication listed some and she offered to email these to the Clerk. Broomfield Hospital now operates a shuttle bus between its various departments. The buses are all running well, Daphne Parris and SM would be attending the Parish Transport Representatives meeting on 10th May.

11.177 Chairman's Report

SM had conducted the Clerk's annual review. The contents of this will be discussed at the next Parish Council Meeting.

11.178 Sub-Committees Reports

Finance:

Copies of Receipts and Payments for the financial year ending 31st March 2011 had been emailed by the Clerk to all Councillors. IS distributed the Receipts and Payments, Budget and Forecast sheet and graph, which he explained. AA expressed concern at the level of expenditure on street lighting. The Clerk pointed out that this figure included the new Ford light and five new lamps for the old BT kiosks, as well as the electricity and maintenance contract.

The following cheques were approved for payment and were signed. All invoices had been checked against cheques. Proposed by SA and seconded by LS.

1st Mar	1395	Ritz Inns Limited - Room hire	£15.80
1st Mar	1398	Lord Rayleigh's Farms - Garage rental	£20.00
1st Mar	1399	J Halfhide - Clerk's Expenses Feb	£75.20
1st Mar	1400	EALC - Councillor Training	£60.00
1st Mar	1401	A H Jiggins - Handyman Jobs	£67.12
1st Mar	1402	D W Jiggins - Handyman Jobs	£37.07
1st Mar	1403	Essex County Council – plants for school	£49.49
1st Mar	1404	Elliotpond Terling Stores - Internet café	£28.80
1st Mar	1405	Elliotpond Terling Stores - Internet café	£27.84
1st Mar	1406	J Halfhide - Clerk's Salary Feb	£393.32
1st Mar	1407	HM Revenue & Customs - PAYE Tax	£103.32
14th Mar	1408	C.G.M. - Tractor Service	£329.81
14th Mar	1409	D W Jiggins - Handyman Jobs	£216.93

14th Mar	1410	Terling Village Hall - room hire	£43.00
14th Mar	1411	Chelmsford Electrical - Phone Kiosk Lamps	£355.50
30th Mar	1412	Grasshopper Ltd – lawnmower	£780.00
30th Mar	1413	A H Jiggins - Handyman Jobs	£ 36.37
30th Mar	1414	J Halfhide – expenses March	£148.04
30th Mar	1415	Elliotpond Terling Stores – Internet Café	£26.40

Is proposed that the Audit Plan which had been formulated by the Finance Committee and which had been circulated to all Councillors should be formally adopted. Seconded by SA and unanimously agreed.

IS proposed that the Clerk’s salary should be increased by one spinal point to SPC 18 with effect from 1st April 2011. Seconded by DW and unanimously agreed. IS pointed out that when the Clerk gains her CiLCA it would be necessary to review her salary again.

PB proposed that a second hand Honda Pro lawnmower should be purchased from Grasshopper costing £650 plus VAT. Seconded by SA and unanimously agreed.

The Business and Financial Risk Assessment had been reviewed. The Clerk had been asked to obtain a quote for consequential loss of income or need to provide essential services following critical damage, loss or non-performance by a third party. The insurers had been unable to offer any such insurance. The next review would take place at the end of March 2012 or beforehand if significant changes occur.

The Clerk reported that the Street Cleansing agreement with Braintree District Council is due for renewal on 1st April 2011. The payment would be £661.23 (as previous year) and the terms on the same basis as in previous years. DW proposed that the agreement be renewed, seconded by TL and unanimously agreed. The Chairman was duly authorised to sign the agreement. The Clerk would prepare an invoice accordingly.

JH

Environmental & Footpaths:

The P3 work proposal had been submitted to Essex County Council and a meeting was now necessary. The Clerk was asked to arrange an Environmental & Footpaths Committee Meeting, and to invite Adam Jenkins.

JH

The Clerk had written to the Environment Agency about vehicles driving up the river bed at Terling Ford but had not yet received a response.

Estate Liaison:

Nothing to report.

Health & Welfare:

SA thought that there was some mole activity in the Playground. The committee agreed that the ground surfaces may need to be looked at, but this would be considered after the ROSPA inspection, due in May/June.

IT & Publicity:

CC reported that the Internet Café in Terling Stores has erratic usage, some weeks very little, if any, and during other weeks it is extremely busy.

Planning & Highways:

Application to carry out works on trees – 9, The Estate Yard, Terling. Case No: 11/00073/TPO. The Parish Tree Warden had visited the site and comments had been forwarded to BCD.

TL reported that some of the potholes in Ranks Green had been repaired, but not all. The Clerk had heard back from Environment Agency about the flooding in Fuller Street, the matter now rested with ECC Highways. DW mentioned that ECC had a Flood

Investigation Officer and suggested this was a way forward. SA felt believed that the cause of the flooding was likely to be the pipe under the road being too narrow. Residents had expressed concerns about the green triangle on Waltham Road by the bus stop. The School Bus continues to erode the grass edges and the granite slabs have been displaced. The Clerk was asked to contact the bus company.

JH

11.179 **Councillors' Reports, including Village Hall and School Report**

CC suggested that a risk assessment should be drawn up for the community litter picks. TL offered to prepare one. There had been a large number of helpers for the Terling Litter Pick on 26th March. More than 30 bags of litter were collected. TL TL

CC and SA had attended the Parish Summit meeting and will circulate notes. The Chairman thanked them both for attending.

The Fuller Street litter pick had been successful, with six people collecting eight bags of rubbish. There was also some fly tipping, which had been reported and dealt with. SA reported that The Square & Compasses had planted the trees donated via BDC. The daffodils donated via the Green Heart of Essex scheme last autumn were beginning to show in Fuller Street.

TL would be organising a Ranks Green litter pick on Saturday 9th April.

Concerns had been expressed about the admissions for Terling School for September. Several families had been denied places. SM confirmed that all concerns should be referred to Essex County Council.

RD suggested that a note be included in the Parish Magazine to explain the 1% increase in the Parish Council element of residents' Council Tax bill, despite there having been no increase in the Precept. JH

11.180 **Clerk's Report**

Hours for March: 68¼.

The Norman Hill sign had been damaged again, and had been reported to the Police.

11.181 **Football Field Project**

The plans for the "Do Day" were discussed. SM agreed to contact the Football Club with a list of jobs which would need doing. The advert for a volunteer to project manage the Football Field had been published.

11.182 **Terling Inn**

Councillors debated the various options put forward by the developer and agreed that the Working Group should be asked to meet and to engage with the community to present all the options and to report back to the Parish Council as a matter of urgency.

11.183 **General Correspondence.**

None.

SM

11.184 **Any Other Business / Next Agenda Items**

RD suggested that the organizers of the Terling Tournament may wish to consider insurance for foul weather. SM would enquire.

The Chairman reported that CC had decided not to stand for re-election but that he had offered to continue to assist the Parish Council with the internet café and the website, and would be completing the Village Design Statement. The Chairman thanked CC for all his work as a Parish Councillor and stated that she would comment further at the next meeting.

10.185 **Date of Forthcoming meeting**

Annual Parish Meeting and Annual Meeting of the Parish Council: 7pm Tuesday 17th May, 2011, at Terling Village Hall

Parish Council Meeting: 7pm Tuesday 21st June at The Square & Compasses, Fuller Street

The meeting closed at 10:10pm

