

Minutes of the Meeting of Terling and Fairstead Parish Council held on 6th September 2011, at 7.00pm, in Terling Village Hall.

Present: Mrs S McNamara
 Mrs P Bird
 Mr R Dixon
 Mr T Lewis
 Mrs S Alder
 Mrs L Sime
 Mrs J Halfhide (Clerk)
 2 members of the public

ACTION

- 11.59 **Apologies for absence:** Apologies were received, and accepted, from Ann Anderson, Ian Smith, Darren White and Reg Hunt.
- 11.60 **Meeting Open to the Public**
 Alex Dyke outlined the results of his meeting with the Parish Council and Richard Myhill of ECC Highways concerning HGV access through Birds Farm Lane / Noakes Lane. This would be discussed later on the Agenda in more detail. ECC Highways were still investigating other Highways related concerns in Birds Farm Lane.
 It was noted that the heavy handed approach by Landscape Services at BDC placing an emergency Tree Preservation Order on the oak in the Playground had made the whole issue more problematic and had further delayed the reopening of the playground. There had never been any intention to remove the tree, simply to fence it off to effectively remove it from the play area. Cllr Cunningham offered to investigate this matter further.
 The refusal of the planning application for the Rayleigh Arms site was discussed.
 The extension of the present village envelope under the Local Plan process was discussed with members of the public and would be discussed later in the proceedings.
 The Estate had taken every possible precaution to secure its land in advance of the evictions of the travellers from Dale Farm in Crays Hill.
- 11.61 **Minutes of Last Meeting**
 RD proposed and TL seconded that the Chairman should sign a copy of the minutes as a true and accurate record. The minutes of the meeting held on 2nd August 2011 were unanimously approved.
- 11.62 **Declaration of Interests**
 SM and PB declared a personal interest in matters relating to the Planning Application (received after publication of the Agenda) for the Village Hall car park.
- 11.63 **District Councillors' Reports**
 Cllr Cunningham outlined the details of the Enterprise Community Fund - £500,000 was available for Braintree District projects which could demonstrate a financial saving or a social return to the community. Cllr Cunningham agreed to find out more information on commercial rates in Braintree which are to be collected by the District Council which Cllr Galione was investigated after the last meeting.
- 11.64 **Chairman's Report**
 Nothing to report.

11.65 Sub-Committees Reports

Finance:

Copies of Receipts and Payments for the current financial year had been emailed to all Councillors.

The following cheques were approved for payment and were signed. All invoices had been checked against cheques. LS proposed that the expenditure be approved, seconded by PB. Unanimously approved.

28th July	1474	Bob Isted - Seat Repair	£ 20.00
28th July	1475	Neil Carter - Tree Survey	£240.00
1st Aug	1476	J Halfhide - Clerk's Expenses July	£ 97.73
1st Aug	1477	DW Jiggins - Handyman Jobs	£385.84
1st Aug	1478	AH Jiggins - Handyman Jobs	£212.95
1st Aug	1479	J Halfhide - Clerk's salary July	£528.07
30th Aug	1480	Terling Village Hall- Room hire	£ 11.30
30th Aug	1481	J Halfhide - Clerk's expenses July	£ 74.18
30th Aug	1482	Lord Rayleigh's Farms - Leases / Licenses:	£ 30.00
30th Aug	1483	Acumen Wages Services – Payroll	£21.00
30th Aug	1484	HM Revenue & Customs - PAYE Tax	£136.72

In IS's absence the Clerk distributed his Receipts and Payments, Budget and Forecast sheet and graph for the year to date.

SA would carry out the next quarterly internal audit with the Clerk prior to the next Parish Council meeting SA / JH

Councillors were asked to consider their committees' budgets for the next financial year in advance of the budget preparation and to advise IS accordingly. All

Environmental & Footpaths:

Further complaints have been received about dog fouling, especially in the cemetery in Terling and in The Dismals. The Dog Warden would be informed. JH

TL reported that the Environment Agency had delayed plans to make the registering of septic tanks compulsory whilst they carried out a review.

P3 had reported that since it had been some time since the cutting schedule had originally be drawn up they intended to walk the paths to check for anomalies and to be prepared for next year.

Estate Liaison:

Nothing to report.

Health & Welfare:

Members of the public had complained about the playground's temporary fencing but it was noted this had been completely unavoidable for safety reasons, and the alternative would have been to close the Playground entirely for a longer period.

Approval was given for up to £425 to be spent on tree surgery, subject to approval under the Tree Preservation Order. Proposed by PB. Seconded by SA. Unanimously agreed.

The quote for the supply and installation of a permanent fence to replace the present temporary arrangement in the playground was discussed but it was agreed to defer any decision pending the receipt of a further quote, which the Clerk would obtain. JH

IT & Publicity:

Colin Cutler had provided details on the usage of the internet café. The statistics show that 1.5 people per day use the PC in the shop.

The visits to the website over the last three months were: June - 1382; July - 896; August - 531.

Colin Cutler had also kindly considered the information provided at the Essex Parishes Broadband Implementation Conference attended by SA in July and had provided a report to the Chairman. His summary was that it was unlikely that sufficient numbers of people would be willing to leave their current provider for a novel and higher risk solution. There is a requirement for a group of volunteers to drive the project from within the Parish. As the only area to really be affected by poor service is Fuller Street and parts of Fairstead, it was felt there would be insufficient numbers to warrant this. SA thought the minimum number was 90. It was noted that perhaps this could fall under the “social benefit” criteria for the BDC Enterprise Community Fund. SA reported that the Rural Broadband Partnership had offered to attend a Parish Council meeting. The Clerk was asked to forward Colin Cutler’s report to SA and DW.

JH

Planning & Highways:

The following planning applications were discussed.

Planning Application 11/01121/FUL – 2 Tythe Cottages, Ranks Green

Planning Application 11/00295/OUT – Norman House, Norman Hill, Terling (2nd revision)

Planning Application 11/01115/FUL – Rosemead, Fairstead Road, Terling. It was noted that county engineers had given five conditions to attach to any permission. The Planning committee concurred with these.

Application for tree works affected by TPO: 8 The Estate Yard, Terling

Application for tree works affected by TPO: Playground, The Dismals, Terling

Ex-Agenda: 11/01181/FUL – Terling Village Hall, The Dismals.

The Planning Committee would consider these and would comment as appropriate.

- BDC Strategic Plan. RD reported that the BDC Strategic Plan was under review, and was available on BDC’s website. It was not known how the Localism Bill would affect this.

- Rayleigh Arms. RD had approached Essex County Council’s Historic Environment Team for guidance in the preparation of a design brief for the Rayleigh Arms site. They had responded saying that in principle they would like to assist. Their fee for such work would be in the region of £1,000 to £2,000. The brief would need to be adopted by BDC. A similar brief had been commissioned for the development of The Estate Yard and RD offered to distribute that to Councillors to see the processes involved. Any decisions on this would be deferred until the next meeting.

- Village Envelope. The possible extension of the village envelope under the local plan was discussed at length and it was agreed to defer any decision until the next meeting.

- Terling Windmill. The Clerk was asked to apply to BDC with a Freedom of Information request for photographs and sketches taken at the time of the Mill’s listing, in 1986.

- Salt Bins – ECC’s invitation to participate in the 2011/12 winter salt bag scheme followed much the same lines as the trial scheme for last year. It was agreed the Parish Council did not wish to take part, and for the same reasons as last year.

- Speed control measures New Road, Terling. RD reported that he was looking at possible options for this, including sophisticated “cattle grid” type devices with road narrowing. RD would provide further details to Councillors.

RD

- Update on HGV Access, Birds Farm Lane. Richard Myhill of ECC Highways had concurred that the preferential route for HGV access to the west of Terling was via Noakes Lane and farm vehicles would be encouraged to use this route in future, commencing

shortly with the beet lorries. It was agreed that it would be prudent to forewarn the relevant authorities that this had the support of ECC Highways and the Clerk was asked to contact the relevant Environmental department in this regard. JH

- Update on ECC Highways repair to Ranks Green barrier. TL reported that the road closure was in place and the work was expected to be completed imminently.

11.66 **Councillors' Reports, including Village Hall Report**

PB requested some Dog Warden notices from the Clerk and suggested a leaflet drop to alert people to the severity of the dog fouling problem.

SA had received complaints about low flying aircraft over Fairstead taking off from Stansted in recent weeks. The Clerk had received complaints as well and had tracked the flights on BAA's website. They were within acceptable Government approved Noise Preferential Routes. SA asked the Clerk to email her the link to the website. JH

SA would arrange a litter pick for Fuller Street in conjunction with the proprietor of The Square & Compasses. SA

11.67 **Clerk's Report**

Hours worked for August: 52 (of which 7¾ were CiLCA)

The Clerk is to arrange Litter Pick morning in Terling on 15th October. JH

BDC are running a "Meet the Funders Day" on 6th October 10am to 3:30. SM would be attending.

The EALC Annual Conference and AGM is being held on Tuesday 27th September from 1:30pm (Foakes Hall Gt Dunmow).

11.68 **Councillor Vacancy**

The Parish Council is now free to co-opt.

11.69 **Football Field**

LS offered to apply for grant funding on behalf of the Parish Council for the necessary work to get the football field up to a playable standard and would report to the next meeting. LS

11.70 **Village Design Statement (VDS)**

A meeting was being arranged and would take place shortly to progress the VDS. SM/RD

11.71 **HM The Queen's Diamond Jubilee 2012**

The Clerk had advertised for volunteers to come forward and was trying to ascertain whether the community wished to celebrate the Diamond Jubilee in some way.

11.72 **Defibrillator / Old BT Phone Kiosks**

The installation of a defibrillator in the Owls Hill kiosk was discussed. The Clerk had received confirmation that BT would fund the electricity for seven years. A quote for installation had been obtained for £271 + VAT. A local parishioner was still prepared to fund the cost of the equipment itself, in memory of her Late mother. Provided this was the case, it was proposed by RD and seconded by PB that the Parish Council should agree to the kiosk being used for this purpose, and that that the Council agree fund the installation costs. This was agreed unanimously. The Clerk was asked to expedite. It was thought the kiosk could also be used by the School, as previously agreed. JH

11.73 **Tudor House, Terling: Noticeboard**

SA proposed that the noticeboard for the wall at Tudor House be made, at a cost of £54.85. Seconded by PB. Unanimously agreed. The Clerk would seek Lord Rayleigh's permission before placing the order. JH

11.74 **Risk Assessment Review – Playground**

TL had reviewed the Risk Assessment for the Playground. Changes had been made to the assessment regarding the large oak tree. Next review date: 6th September 2012.

11.75 **Jubilee Oak Project**

The Clerk was asked to contact the Tree Warden to seek his views on the Jubilee Oak Project being offered by BDC.

JH

11.76 **General Correspondence to Note**

None

11.77 **Information Exchange / next agenda items**

The Clerk was asked add approval for the purchase of a poppy wreath for Remembrance Sunday to the next Agenda. It was suggested that CVs should be drawn up for those who gave their lives and who are commemorated on the War Memorial. The Chairman offered to progress this idea.

11.78 **Date of Next Meeting, including committees**

Parish Council Meeting: Tuesday 18th October, 2011, 7pm Terling Village Hall

Parish Council Meeting: Tuesday 6th December, 2011, 7pm, The Square & Compasses

The meeting closed at 9:30pm