

SILVER END PARISH COUNCIL

Minutes of the Full Council meeting held on 10th May 2017 in the Village Hall, immediately following on from the AGM.

Present: Cllr Galley (Chair,) Cllr Ashford, Cllr Waine, Cllr Bugg, Cllr Hughes (arrived during 0517/FC1102 and left early during 0517/FC1104,) Cllr Hayward, Cllr Mc Donald, Cllr Hopkins and Mrs Temple (Clerk.)

0517/FC1099 **Apologies for absence:** Cllr Vickers, Cllr Fecitt, Cllr Nesbitt, Cllr Bowers, Cllr Abbott and Cllr Hughes for late arrival and early departure.

Absent without apologies: None.

The Clerk reported at this stage in the meeting that she has received a letter of resignation this evening from Jackie Nesbitt. This will need to be an **agenda item** for June to officially accept the resignation, assuming that is the wish of Council. All agreed that this should be the case.

0517/FC1100 **Declarations of Interest** by Members in respect of any items on the agenda.
None given.

0517/FC1101 **Members of the public** are given an opportunity to speak at this point, however there were no members of the public in attendance.

0517/FC1102 **Minutes of the last full council meeting** were agreed and signed as a true record of the meeting.

Matters arising:

The **Clerk** reported that:

- There has been a problem with SEPC emails which appears to have been since the website provider was changed. Some emails have not been received as the provider does not support all email providers, even though all emails are recorded as sent. It will take the Clerk some time to establish which emails have been received from those sent since the last meeting and beyond potentially. She has asked members to please bear with her. For this reason, she will cover all items followed up in Matters Arising in June.
- BDC eventually got a new front door key to her which she has since copied and given to Cllr Galley and to Cllr Bugg (for SEHS.)
- Cllr McDonald has received a few dates from Cemex regarding our visit to Bradwell Quarry. They are looking at two dates from three given, Thursday 22/06, Monday 26/06 and Tuesday 27/06. **Cllr McDonald** reported that the most popular dates are 22/6 and 26/6, he will let everyone know once confirmed.

Cllr Hughes arrived at this point.

Cllr Galley reported that he has had no response from the Minister of State re Gladman letter that he sent following the appeal. However, Priti Patel has been in touch and will support SEPC assuming she is re-elected.

Cllr Ashford is struggling to find the info for the WoSE contact posted on Facebook.

Cllr McDonald has sent his write up for the website to Cllr Hopkins. This is now included on the site.

0517/FC1103 **Report from District/County Councillors**

Cllr Abbott sent the Clerk an update in his absence that she read to Members:

- The Councillors Community Grant scheme remains on hold in terms of decisions on funding due to the election purdah period. Applications can still be put in, but they will not get approved until after 8th June. Again, happy to make a funding application for the defib machine if SEPC wants me to. Asked Bob Wright recently and he says BHF not currently doing free machines.
- The 2 big BDC meetings on the Local Plan are coming up – both at Causeway House – Tuesday 16th May 6pm and Monday 5th June 7.15pm. I have not had a chance to go through the agenda for the May one yet but have booked to speak as both BDC and ECC Cllr. on any items of local interest.
- Agree very much with the item on your agenda to present to BDC a list of possible items for redevelopment of the old factory site.
- Am getting continued (understandably so) concerns from residents re the Gladman decision and in particular what impacts there will be on the environment and services in the village.
- Following further requests and photos to ECC, most of the potholes/sinking areas in Silver Street have now been repaired, though still some to do including near the Congregational Church. Other path and road defects that I am aware of have been reported to ECC.
- There have been several reports of broken glass in the village, one causing an injury to a dog – have reported to BDC for cleaning.
- The ECC response to the Scoping Opinion Request by Gent Fairhead for a higher stack for the incinerator was on this occasion robust and comprehensive. GF will need to submit a full planning application for the higher stack and any associated changes. No word yet from the EA on the permit application, though it is expected it will be quicker than the first application, which took a year to decide.

- Appreciate it's not formally on your agenda but just to say I am discussing with BDC the possibility of S106 monies, including from the recent Scott Properties decision, to upgrade the pavilion. This is just an information exercise at present - will of course let SEPC know what BDC says.

In response Cllr McDonald stated that the Silver Street potholes have simply been filled in rather than anything more intensive. Is this a temporary stop gap?

0517/FC1104 **Planning Applications**

Application No: 17/00142/TPOCON 48 Silver Street

Tree works

Objection – no detailed plans within the application

Application No: 17/00718/AGR Brook Farm, Bristol Court

Erection of two barn style storage buildings

Info only – no comments sought

Noted although thoughts are that there is a notice to quit at this location. Cllr Bugg will approach Natalie Banks, BDC.

Application No: 17/00608/FUL 43 Francis Way

Replacement windows

Objection: in contravention of conservation guidelines.

Applications received after the agenda was set

None.

Notification of applications granted/refused

17/00203/FUL 25 Francis Way Creation of vehicular access Granted

Consideration to be given to the future of the Crittall's brownfields site

Cllr McDonald believes that it is important to ensure that SEPC's thoughts are considered in advance of planning applications, by BDC. Cllr Ashford stated that it is inevitable that there will be some housing on the site but would personally protest against shops being there as it would move the centre of the village and could result in anti-social behaviour commuting between the 2 sites. Employment on the new site would be ideal as would pre-school provision. Cllrs Waive and Hayward felt that a vet would be welcome. Cllr McDonald asked what would happen when the Co-op building falls into disrepair and stated that he would like to see shops on the new site. Cllr Hughes explained that this has been discussed in detail in the past with a mix of housing, employment opportunities, a small shop and parking provision to alleviate issues in Valentine Way/School Rd. This will all depend on whoever purchases the site. The **Clerk** will attempt to find the previous minutes (from BDC) to give to Cllr McDonald. Cllr Hughes suggested that **Cllr McDonald** put his thoughts together to bring to a future meeting and notify the Clerk for agenda inclusion. Cllr Ashford would like to see community use included and believes this was part of the original discussions along with a museum. Cllr Waive believes consideration needs to be given to house design as it is in a prominent part of the village. Cllr Ashford stated that there is potentially a need for an infant's school as there will be no room locally for the increased provision in housing.

Cllr Hughes left the meeting at this point.

16/01653/OUT – application approved at Boars Tye Rd for 50 dwellings. Consideration to be given to S106 monies

As part of the Section 106 the Developer will be required to make a financial contribution in relation to off-site outdoor sports provision; provision of equipped children's play space and provision of allotments. The actual amounts will depend upon the final mix and number of dwellings but the approximate figures will be as follows:

- **Outdoor Sports** – £39,927
- **Equipped Playgrounds** – £26,817
- **Allotments** – £1,265

A maximum of 5 contributions can be pooled for any one specific project. BDC therefore advise that if possible a couple of projects for each contribution should be identified to provide a fallback position.

The **Clerk** was asked to respond with the following comments:

- Work on the pavilion is the major project to amend the changing facilities.
- A second option would be to update the floodlights on BDC's field – upgrade to LED.
- There is no need for more children's play areas; however there is a need for a new cover for the school pool. If the pavilion project goes ahead there will be a fenced area for a children's play area for the preschool. If this is not acceptable can this money be deviated to the outdoor sports area?
- If not an upgrade could be made to the play area in Memorial Gardens.
- A passing place on the approach to the new pavilion/allotments is required to allow for 2 cars to pass and a new entry gate is needed to increase security on road access and to improve the entrance generally.

0417/FC1090 **Correspondence**

Local Transport Meeting – reminder that the next meeting is on 14th June, 10am-12 noon, Braintree Town Hall. Cllr Mc Donald will be attending but Cllr Hayward gave her apologies.

BALC - AGM at Causeway House, Monday 31st July 7.30pm. Will include the Election of Councillors wishing to take a seat on the Executive Committee of which there are currently 3 vacancies. If any Councillor is interested in joining BALC's Executive Committee, or would like further information about the role, contact the Clerk or the Chairman Don Smith. Noted.

BDC, Local Plan - sub-committee on the 16th May. The papers for the meeting include officer recommendations in relation to garden communities as well as a full Publication Draft Local Plan. The Local Plan sub-committee will be making

recommendations to Council which will consider this at a meeting on the 5th June. If the Local Plan is approved at Council it will be subject to a final round of public consultation starting on the 16th June. Noted.

Resident of Western Road - On the way home from dropping her child at school she and her younger child crossed at the zebra crossing by School Road/Western Road & a car swerved onto the other side of the road just missing them. This is the third time they have experienced a near miss and she wonders what can be done to improve safety – such as traffic lights perhaps? Cllr Hopkins reported that there will be a police speed check on the 17/6. **Clerk** to write to ECC to notify them of the incident and to ask for their thoughts and suggestions.

0517/FC1091 Reports

- **Police**

Weekly reports emailed to members by the Clerk

- **Window on Silver End – to consider the future of the village magazine**

Cllr Bugg has a contact that is keen to get involved. **Clerk** will send details again to Cllr McDonald ASAP so that he can invite her in for a meeting. It was reported that there is a contact on Facebook trying to make contact which **Cllr Ashford** will investigate and then send details to Cllr McDonald.

Assuming the magazine is able to continue Cllrs Bugg, McDonald and Hayward agreed to continue as support for the Collator.

- **SEPC Project Plan**

WoSE – update re above. **Clerk** to take out ‘editor has resigned.’

Christmas event – Cllr Ashford spoke to Carol Hutchings about getting things moving for this year. She would like to do parade again but not turn lights on until all present. Maybe a reindeer and a donkey will be there for free. Community radio, better link between inside and outside. Build on last year and improve again. **Clerk** to chase Carol to get a meeting arranged.

Cllr Hopkins will liaise with Cllr Hughes about the walks guide. **Clerk** to add his name to the responsibility column.

Cllr Ashford needs to find the plans for the gateway signs. **Cllr Galley** will show him the D4G designs.

Memorial – agenda item later in the meeting for the **Clerk** to update.

Pavilion to be removed as no longer SEPC’s project – **Clerk**.

Cllr Waine re grass verges. Clerk has sent info from BDC. Cllr Waine asked who would enforce – NW Essex Parking Partnership. Needs to be enforced or else it is worthless. **Clerk** to contact BDC to investigate enforcement and how many notices have been issued in Halsted?

Cllr Galley will chase BDC re Grooms Lane pathway.

Cllr Galley reported the increasing issues with speed in the village; somehow the traffic has to be slowed down. Cllr Ashford suggested moving the 30mph speed limits further out on the entrances to the village, especially with the new houses being built. The new developments may mean that the limits are changed anyway. Suggested **Clerk** completes three proformas (one for chicanes, one for gateways, one for moving 30 mph limits on both entrances) and **Cllr Galley** will write to Cllr Bass. Once developers for the new sites are known they will be invited to a meeting.

- **General Reports from meetings since 12th April**

Pavilion meeting – Cllr Ashford reported that things are moving forwards but BDC are unable to meet due to purdah period. Committee created, draft constitution, investigating charitable status. Met builder at hall to consider costs for extension – ball park £80k. Has given them hope that extension may be possible. Setting up bank account. Secretary still required. No attendees from Youth FC as yet. Suggested naming as Francis Crittall Pavilion Committee. Need to approach structural engineer as a precaution. Very positive that things are moving forwards and seems achievable. Next meeting Thursday 18/5.

Virgin – Cllr Galley attended a meeting with the practice manager yesterday and the Senior Manager was also there. Very positive outcome. Permanent GP from June/July then recruit another. Building re-configuration planned to allow them to provide more services. Weekly performance indicators provided and all on target. Aim to improve admin staff, more staff to be employed.

Practice Manager wants to meet twice a year for an update. Clerk can email with any concerns that Members have as they arise. Developing online booking system although recognise that not everyone has access. Would like a Cllr on the Surgery Group. All agreed that Cllr Mc Donald would represent SEPC. **Clerk** will ensure that this appointment becomes a future item for AGM and will notify the Practice Manager of Cllr McDonald’s contact details.

Parish Assembly – poor attendance but this may be due to the issues with the emails. Everyone stayed to refreshments at the end.

- **Website**

Cllr Hopkins reported that the soft launch of the new site has gone ahead and he is updating as he goes, including adding the minutes. All looking very positive and interesting to read the statistics. Easy for people to access and contact SEPC. Cllr Galley thinks that Cllr Hopkins has done a very impressive job and offered thanks on behalf of all Members. Further improvements to take place.

- **ECC/BDC reports – update**

The report book circulated during the meeting with Members updating where necessary.

The **Clerk** was asked to chase BDC re herbaceous border filling.

0517/FC1107 Finance

Payments made since the last meeting on 12th April:

| | | | |
|---------------------------|---------|----------------------------|--------|
| Bee Brook | 264.00 | Petty cash | 14.12 |
| Essex Pension Fund | 380.57 | E-on | 57.47 |
| Minibus | 75.00 | Office Service charge | 40.00 |
| Key cutting | 9.00 | EALC/NALC affiliation fees | 628.54 |
| Worldpress (website host) | 83.30 | BDC refuse truck | 200.40 |
| HMRC | 2293.17 | Stationary | 10.55 |
| ECC L/Club meals | 604.80 | Key cutting and padlock | 4.30 |

| | | | |
|------------------------------|------------|-----------------------|--------|
| Key cutting | 14.00 | | |
| Payments to be made: | | | |
| Bee Brook | 264.00 | BALC membership | 24.00 |
| Essex Pension Fund | 434.36 | Minibus | 100.00 |
| Petty cash | 15.78 | Office service charge | 40.00 |
| Parish Assembly refreshments | 12.43 | E-on | 59.32 |
| All agreed. | | | |
| Bank Balances | | | |
| Current Account | £ 5,307.09 | | |
| Deposit Account | £30,616.26 | | |

The Clerk reported that the annual pension return (PN11) has been sent as has the PAYE return to HMRC.

0517/FC1108 Funding Options for a Community Defibrillator

Cllr Hopkins reported that the British Heart Foundation require £400 from SEPC, assuming it is decided that a defibrillator is installed in Silver End. Cllr Ashford suggested that the **Clerk** approach Cllr Abbott for the £400 plus £100 (for installation including electricity) after the purdah period. **Cllr Galley** will contact Valentine House for more info and agreement for installation outside the entrance. **Agenda item** for next meeting.

0517/FC1109 Consideration to be given to a Memorial to Joan Lyon

Cllr Galley reported that he has sent bench design to ECC along with the mapped location. Currently awaiting decision. Cllr Waine kindly produced a model that includes 2 benches, a white bin and hedging around. **Agenda item** for June.

0517/FC1110 Donation request from Greener Silver End

The Clerk has received a letter from Jan Stobart, Treasurer of Greener Silver End. The letter details their planned activities this year and also makes a request for a small amount of grant funding towards them.
 Spring Clean in the Memorial Gardens – Monday 29th May - tile cleaning, bat box kits, planting; re-build the bug hotel, scavenger hunt activity sheets.
 Woodland Afternoon in Temple Lane – Saturday 16th September - general clear of vegetation, path preparation and installation, nature activities
 Bulb Planting in Boars Tye Road – Saturday 28th October - spring bulbs planted by the hedge
 They ask the Parish Council to consider providing £100 towards the bulbs for the October planting.
 Cllr Ashford proposed that we support them as it would improve the area and would like to assist. Cllr Galley second. No further proposals therefore taken to the vote – all in favour. **Clerk** to organise a cheque.

0517/FC1111 Items for the agenda in June

Traffic calming for July's meeting – **Clerk** to diarise.

Next Full Council meeting to be held on Wednesday 14th June. There being no further matters to discuss the Chair called the meeting to a close at 22.10pm.