

SILVER END PARISH COUNCIL

Minutes of the Full Council meeting held on 12th April 2017 in the Village Hall.

Present: Cllr Galley (Chair,) Cllr Ashford, Cllr Waine, Cllr Bugg, Cllr Hughes, Cllr Mc Donald, Cllr Nesbitt, Mrs Temple (Clerk) and Cllr Abbott (left before 4017/FC1089.)

0417/FC1084 **Apologies for absence:** Cllr Hopkins, Cllr Hayward, Cllr Vickers, Cllr Fecitt and Cllr Bowers.
Absent without apologies: None.

0417/FC1085 **Declarations of Interest** by Members in respect of any items on the agenda.
None were offered.

0417/FC1086 **Members of the public** are given opportunity to speak at this point, however there were none in attendance.

0417/FC1087 **Minutes of the last full council meeting** were agreed and signed as a true record of the meeting.

Matters arising:

The **Clerk** reported that:

- She has reported comments regarding the working party discussing the Conservation Guide, back to Tessa Lambert. BDC are now working with ECC to compile a draft document.
- ECC have confirmed that they are waiting for a road closure date for Silver Street in order to carry out permanent road surface repairs.
- BDC have stated that they are liaising with the crew that empties the bottle banks to ensure that they push the banks right back each time they empty to ensure that the area can be kept clean and tidy.
- Two members of amenities staff have been off sick over the last couple of weeks. All are now back so works should be back on track shortly.
- Hire a Hall have very kindly agreed to SEPC's use of the small hall for the Parish Assembly on 26th April.
- BDC have notified her that weekly testing of the water in the public toilets in the Memorial Gardens show small traces of legionnaires, although it is still within acceptable parameters. Should this worsen then the toilets will need to be closed and they will have to take remedial work.
- She has requested dates for the refuse truck to visit and is awaiting confirmation.

Cllr Nesbitt was not present at the meeting in March but wanted the following points clarified re 0317/FC1080:

- It states in the minutes that issues were raised, particularly by the Scouts and the WEA, following an email from Cllr Nesbitt. She feels that this is not the case.
- Cllr Nesbitt commented that she has been gagged following correspondence on the matter from Cllr Galley, however he stated that he does not feel that this is the case.
- The issue with the money from SEHS is that it was to be ring fenced, as commented by Cllr Waine at the last meeting whereby he stated that he would be happy for this to continue being the case. However in reality the budget was adjusted to allow for the amount of the cheque and precept was reduced to allow for the amount, thus including the amount as part of the budgetary process, even if it were to ringfenced in a separate account. Cllr Ashford stated that the minutes read true as it follows in chronological order – as discussed at the time.

0417/FC1088 **Report from District/County Councillors**

Cllr Abbott gave his report as follows:

- Silver End Library opening was successful and well attended.
- Defib – could be an item for the councillor community grant although no decisions can be made until after elections. **Clerk** to notify Cllr Abbott of this decision is made.
- Pot holes – he has viewed throughout the village. Silver St awaiting road closure and also by Congregational Church and on crossroads of Silver St/Broadway.
- A120 consultation received 3000 comments. SEPC, Rivenhall and Cressing all favoured Route A.
- A12 consultation received 900 responses. Next stage is for ECC to go through responses and then go to cabinet.
- LHP – 30/3 all current funds allocated. Funding still available for footpath but this is now under question following granting of Scott Properties application. Spanner put in works for numerous schemes. Confusion generally. Cllr Ashford wants to see the footpath built and leave Scott Properties to make any adjustments at their own cost.
- Scott Properties planning application – very disappointed as feel not listened to by BDC. They have to submit reserve matters within 2 years. They will provide upgraded bus stops on Boars Tye Road, although Cllr Ashford commented that the curbs are already raised and a 1/3 of the path is already approved for funding. Agreed that whoever builds first from Cemex and Scott provides the gateways. Obligation for secondary school money, but no money for GPs. 700 new houses have been agreed in Silver End & Cressing but no provision for surgery.
- Gladman decision – Children are expected to go to Cressing Primary. What was the need to take part in the Local Plan process and no notice be taken? Cllr Galley reported that he wrote to the Minister of State, voicing disappointment but no response as yet.
- Rivenhall Airfield – deadline for permit is due tomorrow – height of stack, use of river, changes of the plant. Gent Fairhead will face issues as the stack is only 55m above ground – 20m is included below ground (recommendations are

that it should be 70-105m) It is suggested that the 20m below ground is irrelevant. Scoping request states that the radar tower and electricity pylons are existing structures. Pylons are in Stisted. All comments appear mis-leading and he thinks it will be refused. River – still saying closed loop system to be used which will not discharge however contradict themselves within the application itself. Will have greater impact on Woodhouse Farm the larger it gets which is a 17th Century grade 2 listed farm house. 2 applications – why would you separate out 2 different permits for what is seemingly one site? Suggests ‘creeping’ strategy.

Cllr Abbott was thanked for this report and for also for attending planning on behalf of SEPC. He left the meeting at this point.

Cllr McDonald asked whether SEPC should be discussing what Members want to see built on the Brownfields site/Crittalls site when the time arrives? Cllr Hughes gave a brief review of what has been discussed with BDC in the best. Cllr Ashford agreed that it would be a benefit for all current Members to feel the same as in the past and create a wish list to put forward to BDC in advance. **Agenda item** for May.

0417/FC1089 **Planning Applications**

Application No: 17/00096/TPOCON 10 Temple Lane

Tree works

Cllr Waine (Tree Warden) – application to take out hedge and replace with fence. No objection but suggest that they plant hedge alongside the fence which requires a full planning application. The suggested picket fence would need to be a chain link fence to adhere to conservation guidelines.

Application No: ESS/34/15/BTE/SPO Land at Rivenhall Airfield

Integrated Waste Management Facility – proposed change of stack height

Responses on this application had to be with ECC before the next meeting. Following emails to all members it was agreed that Cllr Hughes should prepare a response. This he very kindly did and the **Clerk** sent the following objections on behalf of SEPC:

- Silver End Parish Council object to the stack on the grounds of the visual intrusion of an industrial site into a rural location, The proposed height makes it more intrusive, the reflective surface will simply reflect the sun in different directions at different times of day, further drawing attention to the stack.
- **Clerk** was asked to make this additional comment – object to a misleading application in regard to the abstraction of water from the Blackwater, stating that they will not be discharging although they ask for discharge pipes. Re the stack - they count 20m below ground although should be 75m from ground level – also misleading.
- Query why there is a separate application for EA permit for AD plant whereas the Inspector stated in his findings that it should be an integrated plant therefore everything should be as one.

Application No: 17/00465/FUL 26 Daniel Way

Alteration to roof from flat to tiled at front

No comment.

Application No: ESS/20/17/BTE Bradwell Qaurry

Continuation of development permitted by ESS/07/16/BTE etc...

Cllr Waine reported that he objected personally to the intention to make working hours 6am-10pm – huge increase.

Clerk to object on SEPC’s behalf – variation of ground level requirements need to be re-instated as originally was. Also, object to increased hours which should be kept as existing as they are unsociable hours.

Application No: 17/00439/FUL 17 Walter Way

Proposed demolition of garage and erection of two storey extension and internal alterations

No comment

Applications received after the agenda was set

Application No: 17/00595/FUL 17 Francis Way

Demolition of existing garage & replacement with brick and roof to match the house

No comment

Application No: 14/00659/HHPA 13 Crittall Close

Prior approval of a larger home extension. Erection of single storey rear extension

Information only and no comments requested

Notification of applications granted/refused

17/00213/FUL	Silver End School	Erection of fencing and gates to sports area	Granted
17/00194/LBC	15 Silver Street	Replacement front door	Granted

Other planning matters:

- The appeal for 350 houses on the Gladman site has been granted. The Chair has written to the Minister of State and Priti Patel MP inviting them to the village to review Gladman’s claims which are untrue.
- Cllr Galley reported that he attended BDC’s Planning Committee last night to hear the Scott Properties application for 50 houses on Boars Tye Road. This was approved.

- Cllr Ashford suggested that the Clerk should write a letter to BDC stating that the constituents of Silver End have not been listened to with 2 large developments being agreed to in greenbelt land. All objections appear to have fallen on deaf ears. Feel that we are losing faith in being represented by BDC. Majority of sites that are being allowed are within villages where the infrastructure cannot withstand current levels of use, without adding additional residents. All agreed. **Clerk** to copy to local PCs. Wendy Scattergood, Tessa Lambert, Chief Exec. Nicola Beech and Graham Butland.
- **Clerk** to notify Enforcement that the grass verge at Western Road/Western Close has had wooden posts installed by resident appearing to include the verge within their property. No application made.

The **Clerk** was asked to make a report on the ECC/BDC book update at each meeting.

0417/FC1090 Correspondence

Local Transport – The next Transport Representative meeting is to be held on 14th June 10-12noon at Braintree Town Hall. Cllrs McDonald and Hayward have been notified.

BDC – the lock on the main entrance to the hall has been changed to allow for a turning lock to replace the previous key lock. This is a requirement for fire regulations. The **Clerk** has only had use of the key from today so will arrange to have a further 2 copies cut – one for the Chair and one for SEHS.

EALC – The Local Council Police Conference 2017 is to be held on Wednesday 7th June 10-3pm at Foakes Hall, Great Dunmow, £25 per delegate. Noted.

RCCE – Neighbourhood Planning coffee morning on Wednesday 26th April 10.30-12.30pm at Epping Hall. Noted.

BDC – have recently carried out a review of dog fouling in Silver End and evidenced that there are not enough bins in parts of the village and also insufficient signage. They have asked several questions including, who will pay for them (4 suggested in total) and who will install them? All agreed that SEPC have no money for bins within budget but that the suggested locations are good.

A120 forum – letter of gratitude for responses during the consultation period – 3000 people attended events and 3000 responses have been logged. Once this information has been analysed additional forums will be held once the forthcoming elections have been held. **Clerk** to chase why Cllr Ashford is not included within the A12 forums.

Jocelyne Chase – confirmed that the lights are now working to the front of the Co-op.

0417/FC1091 Reports

- **Police**

Weekly reports emailed to members by the Clerk.

See also 0417/FC1095 (below) regarding Police Public Consultation.

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

The **Clerk** reported that she has emailed Rev'd Paul regarding working with End to End in the future and he is considering the possibility (re 0317/FC1079.)

A volunteer has stepped forward to consider taking the magazine on and the **Clerk** has passed this information onto Cllr McDonald to take further. **Cllr Ashford** has details that he will send to **Cllr McDonald** of a response from FB.

- **Silver Street Pavilion**

As requested at the last meeting (0317/FC1082) the Clerk has expressed an interest in the Pavilion project on behalf of all the parties involved.

Cllr Ashford made an update on a further meeting that has been held. They are proceeding on the assumption that SEPC will not have any space within the building as the additional space will provide childcare facilities to children from 9 months. They have formed a committee, met with RPFA as discussed, therefore lots to consider moving forwards. They plan to set up a constitution and investigate charitable status. No longer connected to SEPC apart from some representatives are on both this committee and SEPC. Aim to meet with BDC for detailed discussions and liaise with RCCE. Next meeting 18/4.

- **SEPC Project Plan**

Christmas event – **Clerk** to contact Carol Hutchings to see if she wants to consider closing the road – if so licence needed.

Gateways – part of Scott Properties and Cemex sites applications to deliver.

Bus shelter – awaiting notification of date for completion.

Pavilion – remove from list as no longer SEPC.

Grass verges – **Clerk** to resend the info BDC produced from Nick Day.

Cllr Nesbitt reported that she has walked the village recently and discovered that the footpath to the Memorial in the Gardens is covered in moss. Any objections to her brushing it? All agreed that Cllr Nesbitt would try first and if not successful then BDC will be asked.

Clerk to add the defib to the plan.

- **Website**

In his absence, Cllr Hopkins has asked the Clerk to notify all Members of the current progress of the website, following it's 'soft launch.' Early indications suggest that benefits are already evident and that it is proving simpler and more efficient. He hopes to improve interaction with Facebook and Twitter and drive up visitor numbers.

All agreed that **Cllr McDonald** will pass his write up that he put together for how councils work onto Cllr Hopkins for the website.

- **General Reports from meetings since 8th March**

No meetings held.

0417/FC1092 Finance

Payments made since the last meeting on 8th March:

Bee Brook	264.00	Petty cash	13.87
Essex Pension Fund	380.57	Mc Afee 2-year subscription	59.99

E-on	116.55	Minibus – hire and	95.00
Office Service charge	40.00	annual subscription	
Payments to be made:			
Safety equipment to clean stone (gloves, face mask)	30.00	Work boots – S Howard	45.00
Petty cash	14.12	Bee Brook	264.00
Key cutting	9.00	Stationary	10.55
EALC/NALC affiliation fees	628.54	ECC – L/Club meals	604.80
Worldpress (website support)	83.30	Key cutting and padlock	4.30
BDC (annual trade waste fees by DD)	877.00	Minibus	75.00
BDC - Refuse Truck	200.40	BDC – office service charge	40.00
HMRC	2293.17	Key cutting	14.00
E-on	57.47	Essex Pension Fund	380.57

All agreed.

Bank Balances

Current Account	£1,022.74
Deposit Account	£11,611.44

Audit 2016/17

The Clerk confirmed that she is now in possession of paperwork for the audit. All documentation is to be back with the auditor by 12th June and the Statutory common period for the exercise of public rights is 3rd July to 14th July. Deadline for publication is 30th September. SEPC have not been selected within the 5% sample this year.

It was agreed by all that Section 1 – Annual Governance Statement 2016/17 be signed on the basis of a ‘yes’ response to items 1-8 and a N/A response to item 9.

Approval was recorded under minute reference 0417/FC1092(i) and signed by the Chair and the Clerk.

It was further agreed by all that Section 2 – Accounting Statements 2016/17 be approved and signed by the Chair and the Clerk under minute reference 0417/FC1092(ii)

The Clerk confirmed that she would be meeting with Greta Tew (SEPC Internal Auditor and former SEPC Chair) for the internal audit before sending to the external auditor.

Pass motion to agree amendment to budget following return of cheque to SEHS (0317/FC1080)

Following the decision to return the cheque (that was previously included within precept/budget figures for 2017/18) a motion needs to be passed to agree this amendment.

Cllr Hughes proposed this and Cllr Ashford second Vote: All in favour with 2 abstentions.

Additional Finance Correspondence – the Co-op Bank have stated that due to new bank regulations they require the following information for all members of SEPC, regardless of whether or not they are account signatories -

- Full legal name, full address, date of birth and nationality.

The Clerk handed around a form for all present to complete this information.

0417/FC1093 Correspondence with Virgin re. Doctors’ surgery

The Clerk has written on behalf of SEPC (as agreed 0317/FC1081) and has received a letter of acknowledgement but nothing further at this stage.

MG – received a questionnaire initially but no information about tender details as requested. They have since replied to say that they are looking into this and also that the planned patient group has still not been set up.

Members discussed varying reports of good and bad experiences from the surgery. There are suggestions that the blood service may be returning.

0417/FC1094 Funding Options for a Community Defibrillator

Cllr Hopkins has secured part funding for a machine from the British Heart Foundation but it would still mean a minimum investment of approx. £400. As discussed with Cllr Abbott he may have approx £500 from his community funding available.

The **Clerk** has asked Bob Wright for further information regarding his source but unfortunately this has not arrived as yet.

All agreed to wait for Mr Wright’s reply but if no response then look to make a decision at the **next meeting**.

0417/FC1095 Public Consultation – Governance of Essex Police and Essex County Fire & Rescue

The Clerk forwarded the relevant information to all Members in advance of this meeting.

Notify the **Clerk** if any comments to make.

0417/FC1096 Consideration to be given to a Memorial to Joan Lyon

Cllr Waine has investigated benches as discussed at the last meeting. He handed some proposed designs around the meeting for consideration.

Cllr Galley to put Cllr Waine in touch with his ECC contact to liaise re the bench type.

All agreed that the preferred bench would be Modern Street Bench (white) – from stoneandconcrete.co.uk. **Cllr Waine** will get a firm price with delivery.

Agenda for next month.

0417/FC1097 **Funding request to re-stock herbaceous border in Memorial Gardens**

Cllr Bugg has spoken to the gardener from Bee Brook and has suggested that the herbaceous border needs re-stocking. **Clerk** to contact BDC's with an initial request to Nick Day.

Cllr Bugg also stated that the gardener is storing items behind bushes and wonder if she could have access to the small shed behind the village hall. Agreed that Cllr Ashford will purchase a new key barrel for the Manors as that is the ideal location.

0417/FC1098 **Items for the agenda in May**

Traffic issues in the village – Cllr Galley.

The Parish Assembly will be held on Wednesday 26th April, in the small hall and the next Full Council meeting and AGM is to be held on Wednesday 10th May. There being no further matters to discuss the Chair called the meeting to a close at 10.22pm.