

# SILVER END PARISH COUNCIL

## Minutes of the Full Council meeting held on 13<sup>th</sup> September 2017 in the Parish Council Office, Silver End Village Hall.

**Present:** Cllr Galley (Chair,) Cllr Ashford (arrived during 0917/FC1166,) Cllr Bugg, Cllr Waine, Cllr Hopkins, Cllr McDonald, Cllr Hughes (arrived during 0917/FC1166,) Cllr Murray, Mrs Temple (Clerk,) Cllr Abbott (arrived during 0917/FC1166 and left after 0917/FC1167) and Sam Redmond (WoSE - who left before 0917/FC1163.)

0917/FC1161     **Apologies for absence:** Cllr Vickers, Cllr Fecitt and Cllr Bowers for non-attendance and Cllrs Hughes, Ashford and Abbott for their late arrival.  
                  **Absent without apologies:** Cllr Hayward.

0917/FC1162     **Declarations of Interest** by Members in respect of any items on the agenda.  
Cllr Ashford – Planning applications – 17/01230/FUL, 17/01666/FUL (his own property) and 17/01667/FUL (his own property.)  
Cllr Galley – Planning application – 17/01586/FUL.  
The Chair asked for agreement to move the agenda item regarding WoSE up to allow Sam Redmond to speak. All agreed.

### 0917/FC168     **Reports - WoSE**

Sam reported that:

- Deadline of 1/10 for next edition. Has had about 50% response from all those emailed. Started putting magazine together. Covering Nov-Feb so unsure what is best to put on the cover. Suggested putting the Christmas event on the back as it is a coloured page. Cllrs McDonald and Bugg will meet up with her to go through ways to assist her. Cllr Bugg has spoken to Speedprint to let them know the latest, Sam will update them after this meeting. The Chair offered SEPC's gratitude for everything that she has done so far.

Sam was thanked and left the meeting at this point and the agenda returned to its original order.

0917/FC1163     **Members of the public** are given an opportunity to speak at this point, however none were present this evening.

0917/FC1164     **Minutes of the last Full Council Meeting** were agreed and signed as a true record of the meeting.  
                  **Matters arising:**

The **Clerk** reported that:

- Mr Howard is coming to the office for instruction on how to use the PPE equipment to clean the Memorial Stone.
- The Luncheon Club had a very successful tea party for its members last month. The Clerk has thanked Hire a Hall for free use of the hall.
- She has again reminded Hire a Hall about the dishwasher and the caretaker has been asked to investigate.
- Steve Wenlock has agreed and confirmed that a piece of artwork for Silver End will be added to the Open Spaces Plan.
- She has sent proposed meeting dates to Mr Bailey to get together with Andy Potter, BDC, to discuss pond cleaning.
- A date was set up for the Christmas Working Party on 12<sup>th</sup> September. The **Clerk** awaits a price for the tree from Bee Brook.
- A specification for work to collect/drop off meals/members for the Luncheon Club was discussed with PC Members via email and verbally with Cllr Bugg. Following a meeting with the Clerk and Steve Jones from P&J Cars it was agreed that they would be offered the business for the first term and then review – as agreed 0817/FC1155. The first run was last week and Helen Thomson reported to the Clerk that it was a huge success and that she is hopeful that everything will run well. Mr Tearle also put the tables and chairs up before the Club started for which Mrs Thomson was very grateful.

### 0917/FC1165     **Report from District/County Councillors**

Cllr Abbott notified the Clerk that he would be late due to attendance at another meeting. The Chair asked Members for agreement to revisit this agenda item upon his arrival (after 0917/FC1166). Agreed.

### 0917/FC1166     **Planning Applications**

**Application No:** ESS/37/17/BTE     Rivenhall Airfield

Continuation of IWMF permitted by ESS/34/15/BTE with compliance with conditions 2, 14, 17 & 56

No comment

**Application No:** ESS/36/17/BTE     Rivenhall Airfield

Increase stack from 85m to 103m above ground level

Objection: The height quoted is misleading as stated height is 58m above ground level – clarification is required as should be above sea level. Members voted in favour of objection to the proposed 103m above ground level due to visual impact. Vastly in excess of heights agreed by Planning Inspectorate. Misleading and confusing data stating that application for operating permission was for 35m and this does not match. In excess of height granted for operational use. As Planning Inspectorate stated 35m above ground level this would not comply with the operating licence.

**Application No:** ESS/07/16/BTE/22/3     Bradwell Quarry



17/01231/FUL	69 Silver Street	Installation of drop curb/crossover for parking	Granted
17/01015/FUL	3 Stretford Court	Replacement of front and side windows	Granted
17/00993/FUL	Park House, Park Rd	Change of use	Granted

The Chair asked for Members' agreement to revisit an earlier agenda item following the arrival of Cllr Abbott, Agreed.

#### 0917/FC1165 **Report from District/County Councillors**

Cllr Abbott reported that:

- Closure of the road for the Christmas procession is a matter for BDC and not ECC. Cost is approx. £200 and will need risk assessments, insurance, bus service communication etc therefore lots of form filling.
- LHP 21/9 and open to the public. Speed loops have been approved. Boars Tye Road path now looking uncertain due to planning permission implications for the two developments at that location. ECC will not proceed until confirmation received.
- Controversy for bus service for local school children as the bus has been withdrawn. Many complaints. Cllr Abbott has linked it in to the need for an evening service.
- Bushes and hedges to be cut back in village centre.
- Bradwell Quarry – Silver End's big issue is the visual impact. Visualisations in report are unrealistic. Will be a very bold statement in the countryside and no clear suggestion of how it will look in bright sunshine and other varying conditions. Condition 14 from 2015 states that the chimney will not increase in size. Is this legally allowed if already agreed?
- Disappointing that the Environmental Permit was agreed on 11/9.
- A120 forum yesterday – appears that option A is dead in the water and appears the least favoured option. Cllr Bentley stated that he is still prepared to consider thoughts as to why A is the preferred option. Cllr Abbott suggested that if A is unlikely then perhaps B is next best option. It is no closer to Silver End than the others and a compromise. May be better for Silver End and the surrounding villages and land. Cllr Abbott proposed that the **Clerk** write in favour of A as the preferred option but B as the second. Cllr Murray second. No further proposals. Vote: 6 in favour. Carried. Cllr Abbott will produce a letter first for the Clerk to use for reference.

The Chair thanked Cllr Abbott for his report.

#### 0917/FC1167 **Correspondence**

ECC, Highways – all local councils invited to complete a survey to gain feedback on their key service areas. Complete between 11/9 and 1/10. Noted.

Copy of letter to Cllr Waine – Environment Agency have announced that it has granted an Environmental Permit for the proposed IWMF at Rivenhall Airfield. This relates to the revised stack height of 58m above ground level. Noted.

Kieran McGrath, BDC – Tree works carried out recently in the village (three mature horse chestnuts on the village hall playing field.) Apologies given for no advance notice but the works were considered urgent to ensure safety. Noted.

Greener Silver End – letter of thanks for donation towards bulb planting which will take place next month. Request for SEPC to support their CIF application to create a pathway at the Community Woodland. The Clerk handed around their application. Cllr Ashford proposed the **Clerk** writing a letter of support. Cllr Galley second. No further proposals. Vote: all in favour.

EALC – invitation to the annual networking event on Thursday 2<sup>nd</sup> November in Danbury. Noted.

#### 0917/FC1168 **Reports**

- **Police**

Weekly reports emailed to members by the Clerk

Cllr Abbott was thanked and left the meeting at this point.

- **SEPC Project Plan**

Village gateway signs – Cllr Galley passed the promised information to Cllr Ashford.

**Clerk** asked to remove the bus stop entry.

- **WoSE – Advertising Policy**

The next edition was discussed earlier in the meeting with Sam Redmond.

Cllr McDonald has a draft policy that he drew up several months ago before WoSE ceased publication.

It was agreed that it should be included within the policy where it is relevant that a registered charity number is required. It needs to be amended to 3 editions a year rather than 4.

All agreed for **Cllr McDonald** to produce a document to present to next meeting for adoption.

Once adopted the policy will be placed on the website and be handed to all those placing a new advert.

- **General Reports from meetings since 9<sup>th</sup> August**

A120 meeting – already discussed with Cllr Abbott. Cllr McDonald added that the notice to proceed will be by 2023.

Pavilion Meeting – bank account now open, applying for membership to RCCE, liaising with architect to start drawing plans.

Applying for funding wherever possible. BDC state no S106 monies available at present.

Christmas Events Working Party – Cllr Bugg reported that there were 7 attendees. **Clerk** to check that Carol Hutchings is on attendees list. Event will be held 6-8pm this year. Hold event on one site rather than use the Co-op, intend to go around the back of the hall. Query over who is paying for the hall. It was suggested last year that Children's Centre may be able to get access to the hall. **Clerk** to contact Children's Centre to ask the question. Plan to have more stewards and more lighting through the park. Can we get traffic cones? **Cllr Hopkins** has 15 that can be borrowed. Road closure was discussed but thought not required. The figure quoted tonight (£200) is less than anticipated so **Cllr Bugg** will take this back to the next meeting. Aim to get the children more involved this year making things for the tree. **Next meeting 17/10.**

- **ECC/BDC/Co-op frontage/Greenfields reports – update**

The report book was available during the meeting. **Clerk** to add:

- The two bins without lids (village hall field and Memorial Gardens) are either to be repaired or replaced.

- Pond meeting to be arranged.
- Cllr Bugg – concern over security in village hall. Kids are accessing the hall. Lee Mullen from Karate had to call the police as children would not leave. **Clerk** to contact Hire a Hall. BDC and ECC as issue is only happening since the library opened. Could the library access via the side door and have the fire doors as the current access? Concern over the building itself and the war memorial. Kids opening windows to allow them access later.
- Cllr Murray commented on the ‘cars for scrap’ advertising cars around the area. Why are they allowed to park? **Clerk** commented that BDC are considering the best way forward but all agreed that this is not ideal.
- Graffiti in skate park – **Clerk** to contact clean team
- Cllr Hopkins reported on an issue in Doctor’s car park with the old parking lines causing an issue where people should park. **Clerk** to contact management company to ask them to sort out.

0917/FC1169 **Finance**

**Payments made since the last meeting on 9th August:**

Petty cash	14.01	Bee Brook	264.00
Office service charge	40.00	Eon	214.25
Luncheon Club meals – ECC	728.78	Printer ink	33.00
Essex Pension Fund	434.36	PKF Littlejohn – external audit	360.00
Greener Silver End (previous cheque lost)	100.00		

**Payments to be made:**

Bee Brook	264.00	Office Service Charge	40.00
Petty cash	16.41	Microsoft office subscription	59.99
E-on	232.24	Aon (insurance)	858.60
Essex Pension Fund	434.36	ECC – L/Club Meals	60.00
P&J Taxis	160.00	BDC minibus	25.00
Refuse truck – August 2017	210.00		

**Bank Balances**

Current Account	£ 3,266.26
Deposit Account	£13,616.26

0917/FC1170 **Consideration to be given to a Memorial to Joan Lyon**

Clerk sent specification to Olive after the last meeting. **Clerk** to chase and confirm that Cllr Galley hadn’t included planting initially as wanted to get the base in place first. Various hedging options were discussed but this can be decided at a further date once initial licence is agreed.

0917/FC1171 **The process of future Co-options onto Silver End Parish Council**

Cllr Galley has been thinking about current process and believes it can be intimidating for those applying. Suggested that perhaps a form could be completed. Cllr Waine suggested putting eligibility statements on the form so applicants know whether they are able to apply. Agreed that the form should be signed. **Clerk** to put together and send out to all for consideration ready for adoption at the next meeting.

0917/FC1172 **Traffic Calming Measures – following speed loops**

**Agenda item** once the results of the speed loop are available.

0917/FC1173 **Defibrillator – Planning and Installation**

The Clerk has updated Valentine House on the current situation and she has contacted Natalie Banks to confirm whether or not planning permission would be required should the equipment be installed to front or side of the building. **Clerk** to update Valentine House and ask if they are happy for us to use our own electrician for installation and update re planning. **Cllr Ashford** will speak to Kev Lay before the next meeting.

0917/FC1174 **Bus extension proposals**

Cllr McDonald sent an email to Stephenson’s after the last meeting but he adjusted the times reported as the lady’s complaint stated these incorrectly. He has chased and quickly received a response stating that they do not believe it viable to extend the current service unless ECC are prepared to provide more funding. **Cllr McDonald** asked for permission to approach ECC to see if they would back an additional/extended service. Cllr McDonald was thanked for perusing this.

0917/FC1175 **Future of Crittalls Site**

Cllr McDonald has sent a copy of his proposals for the site to all councillors.

0917/FC1176 **Items for the agenda in October**

Luncheon Club – review of new transportation arrangements, Joan Lyon Memorial, Bus Extension Proposals, WoSE Advertising Policy.

Next Full Council meeting to be held on Wednesday 11<sup>th</sup> October

Cllr McDonald gave his apologies for this meeting.

There being no further matters to discuss the Chair called the meeting to a close at 10.10pm.