

# SILVER END PARISH COUNCIL

## Minutes of the Full Council meeting held on 8<sup>th</sup> February 2017 in the Village Hall.

**Present:** Cllr Galley (Chair,) Cllr Ashford, Cllr Waine, Cllr Bugg, Cllr Hughes, Cllr Hayward, Cllr Mc Donald, Cllr Vickers, Cllr Nesbitt, Mrs Temple (Clerk,) Cllr Abbott (left during 0217/FC1065) and 5 members of the public (left after 0217/FC1064.)

0217/FC1059 **Apologies for absence:** Cllr Hopkins, Cllr Fecitt and Cllr Bowers.  
**Absent without apologies:** None.

0217/FC1060 **Declarations of Interest** by Members in respect of any items on the agenda.  
None.

0217/FC1061 **Members of the public** were offered the opportunity to speak at this point but asked that they would like to participate in agenda item 0217/FC1064 – all agreed.

0217/FC1062 **Minutes of the last full council meeting** were agreed and signed as a true record of the meeting, taking the following amendment into account:

- Cllr Hughes stated that the footpath booklet (Project Plan) was actually completed by Cllr Nesbitt rather than him.

**Matters arising:**

The **Clerk** reported that:

- She has registered SEPC to take part in the Great British Spring Clean.
- She is awaiting paperwork from the Co-operative to set up the new bank account (0117/FC1053.)
- The final precept was reduced by £2 as the Localism Support Grant figure was incorrect.
- She is liaising with Bob Wright about funding for a defibrillator and aims to have this on the agenda for March.
- 0117/FC1056 – it has been confirmed that the Silver Street triangle falls within ECC's remit. Therefore an application to them will be required for a memorial to Joan Lyons.
- A diary has been set up to record bookings of the office. It is left on the desk for anyone to view.
- BDC confirm that the pond has been cleaned and the top end of the field entrance has been made good.
- Kevin Lay is aware that the 2 lights to the entrance of the Memorial Gardens are not working and he will repair them as soon as he can and has already got new lamps for them. Cllr Ashford will chase him on this.
- Tesco Bags of Help – details re grants available for local projects. Each month a vote is taken for grants of £5k, £2k and £1k.

Cllr Waine reported that the school has not notified the Luncheon Club of an inset day this Friday, causing issues notifying members and with the minibus. **Clerk** to contact them to ensure that future dates are informed well ahead of time.

**Review of outstanding items from the last meeting (not already covered :)**

None.

### 0217/FC1063 **Report from District/County Councillors**

Cllr Abbott made the following report

- BDC and ECC raising budgets by 3% each.
- Local plan sign off in June – need to get evidence together for new towns, A120 and A12. More developers coming in on unallocated sites. Looks as though Boars Tye Rd development is going to committee and may not be an automatic refusal.
- Cabinet meeting – BDC's response re A12/120 will be in private between 2 officers and a senior member rather than via public discussion.
- Gladman appeal has concluded. Lots of residents managed to speak and letters were received. Would have been better if held in Silver End. Inspector was very fair. Issues over school bus serviceraised. Decision not expected for months. Cllr Nesbitt commended Cllr Abbott on the evidence that he gave.
- Waste Site – further applications are anticipated. Variation of chimney height, new application for permit.
- Waste plan consultation – 200,000 tonnes per year from Basildon expected. After 2026 waste will be taken from London.
- A120/A12 attendance very good for the public consultation. Cllr Ashford asked at A120 forums on 2 occasions to be included on A12 forum but has heard nothing. **Clerk** to ask why SEPC's views are not considered or valued as Cllr Ashford had asked personally at meetings. Next meetings are not expected until May. Rivenhall support A12 proposals and option A for A120.
- Verge damage in Francis Way reported.
- Silver Street pot holes have been reported -sub surface problems.
- Reminder received from BDC that he has not spent his £1500 that is available for groups in the village. Can be rolled over. Discuss this in **matters arising** in March.
- 19/1 LHP meeting – all Silver End schemes still in but almost all of the money has been spent. Sheepcotes Lane cannot be done until next year. Bus shelter funded. Boars Tye Rd path still in.

Cllr Waine reported that all street lamp posts should be black in Conservation Area but all need repainting. Cllr Abbott will look into this.

## 0217/FC1064 **The future of the Silver Street Pavilion**

All agreed that Cllr Abbott could take part.

Cllr Galley spoke to BDC following their feasibility study. Concern that if nothing is done to the building it might be closed in the future. Site meeting with Cllr Abbott and Cllr Ashford and some plans have been put together. Requested SEPC's views on whether or not they should continue investigations. Showed all member's proposed plans/drawings.

Agreed at this stage that Plan 3 is the better option that includes office, meeting room, kitchen and toilet, all separate from rest of the building. Pre-school have separate cupboard for storage. Doors for hall straight onto outside space that could be fenced off for free flow. This keeps 2 changing rooms. Not massive modifications and the walls to remove aren't structural. May need to speak to structural engineer (£200) and may be able to get building advice from local residents in the building trade. Allow hall to be used by pre-school and private hirers with a separate area for SEPC. Downside – hall maybe dirty following football at weekend and that the front area will not be locked. Cllr Abbott believes that BDC may be prepared to put capital in if they can then off load the building to the community.

Cllr Ashford suggested that rather than SEPC taking the project on that an independent organisation be formed and consider the possibility of charity status.

Cllr Hughes asked members of the public for their views – all are OFFSTED registered childminders. They reported the massive need for childcare for 2-4 year olds in Silver End as it is considered a 'red area.' Confident that the need is there. Would like time to view plans before commenting on them directly. Need to ensure that Ofsted needs are met. Cllr Hughes asked if there are likely to be any OFSTED changes in the future that may make the plans not work – they believe not.

Cllr Galley thinks the next stage is to talk to Youth Football in conjunction with pre-school ladies.

Cllr Waine commended the initiative in taking project on as an additional pre-school is needed as is another meeting room. He questioned whether SEPC need a new office when we have one almost rent free? He voiced concern over SEHS' ability to stay where they are. Cllr Ashford feels that by moving the Clerk out it increases security of confidential for SEPC and frees up the room for the sole use of the Heritage Centre.

Cllr Vickers stated the need to consider fire regulations as they are so strict and need to be adhered to tightly.

Cllr Abbott pointed out that BDC will need evidence from SEPC and all local organisations that these proposals are supported locally. Encourage them all to support and to give evidence.

Cllr Vickers questioned whether the access road will cause issues with so many vehicles dropping children off. Cllr Abbott agreed that access and parking might be an issue and they may need to do some work.

Cllr Galley concluded that the purpose of this item was to update Members and to see if SEPC are happy to agree that he and Cllr Ashford should proceed further. Cllr Ashford proposed that SEPC start moving on the project and speak to involved groups to report back to **March's meeting**. Cllr McDonald second. All in favour. **Clerk** to organise meeting to include representation from SEPC of Cllrs Galley, Ashford (leading,) McDoanld, Bugg and Abbott.

The pre-school ladies explained that they are also in discussions to use St Francis Church. A formal proposal has been made but could be some time before a decision is agreed. The Church is aware that the ladies are still looking elsewhere and are being very supportive.

The ladies were thanked for their attendance and left the meeting at this point.

## 0217/FC1065 **Planning Applications**

Application No: 17/0002/ECCDAC Rivenhall Airfield  
15/00013/ECC

Consultation on ECC discharge of Condition no 25 of application 15/00013/ECC

No comment.

Application No: 17/00105/PLD 19 Broomfield

Application for proposed lawful development certificate – use of land to station a mobile home

Consultation not required.

### **Applications received after the agenda was set**

Application No: 17/00194/LBC 15 Silver Street

Replacement front door

No comment.

Cllr Abbott was thanked for his attendance and participation and left the meeting at this point.

### **Notification of applications granted/refused**

17/0001AGR	Egypt's Farm	Erection of new storage building	PNR
16/02035/FUL	46 Silver Street	Erection of rear extension	Refused
16/02064/FUL	30 Broadway	Widening of driveway	Refused
16/01968/FUL	44 Western Road	Proposed replacement of 3 windows to front	Refused
16/02069/FUL	46 Silver Street	Retention of 5 widows to front and side	Granted

### **Conservation Guide Workshop – 24<sup>th</sup> January**

Working Party attended by two representatives from BDC, one from ECC, three from Greenfields and five from SEPC. Group discussions regarding the current guide – what works well, what doesn't and what the guide doesn't currently capture. BDC/ECC will now use this information to produce a draft proposed for July which they would like SEPC to be actively involved in commenting on. There will then follow a public consultation with adoption aimed for March 2018.

Tessa Lambert asked for SEPC's assistance to take dated photos of all properties within the Conservation Area to form a record to be used in the future for Enforcement issues. Cllr Hughes asked what the technical requirements are – just front elevation or side as well.

Cllr Waine feels SEPC should help if we can but needs to be a decent quality photo to be comprehensive.

Cllr Hughes offered to do this as long as tight time constraints aren't required.

All agreed that Cllr Hughes will complete this and that Cllr Ashford will assist him. **Clerk** to contact BDC to clarify the specific criteria that is required.

Additional planning matter includes:

Application No: 16/01270/FUL -10 Boars Tye Road. An appeal has been lodged for retention of rear conservatory with the Planning Inspectorate. A decision is to be made by 13<sup>th</sup> March.

#### 0217/FC1066 **Correspondence**

IWMF Liaison Group – Gent Fairhead have held a preliminary pre-application meeting with the Environment Agency regarding a new environmental permit application which may be submitted with the proposed application to vary the IWMF’s stack height. Noted,

Environment Agency – proposed new application for Environmental Permit. This follows the refusal of the permit in December 2016. The new application is expected to be submitted shortly, once received, arrangements will be made to undertake public engagement events in Coggeshall and Silver End. Noted.

Braintree District Foundation Community – Annual Report circulated to the meeting. Noted.

BDC – Monthly e-bulletin circulated to the meeting. Noted.

Active Essex – Free Sports Funding Workshop being held at Halstead Town FC on Wednesday 8<sup>th</sup> March. Noted.

Helen Thomson – D4G girls are organising an event for the Luncheon Club in April and plan to lay on fish and chips for the members, along with entertainment. Mrs Thomson and the Clerk are liaising with the school and minibus. Noted.

#### 0217/FC1067 **Reports**

- **Police**

Weekly reports emailed to members by the Clerk.

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

Cllr McDonald has emailed all councillors in advance of the meeting to say that he can no longer take on WoSE and offered his apologies for agreeing to do so.

Cllr Galley asked if anyone was willing to take over but there were no offers.

Cllr Vickers enquired if multiple people could take it on to which Cllr Nesbitt responded that they could and that it takes about a week to compile and she has written a guide sheet to follow.

Cllr Waine suggested a message on social media looking for residents that might be prepared to take it on. Cllr Nesbitt suggested SEPC’s Facebook page and **Cllr Ashford** agreed to arrange this.

Stuart at Speedprint has shown an interest so the **Clerk** has contacted him to look into costs etc. She has also contacted other parishes to see how they run their magazines.

Cllr Nesbitt voiced her concern that there are messages on the WoSE email that have been unanswered. She suggested that Cllr Hayward could look at them. She also stated that people will soon be sending articles for the next anticipated edition.

**Agenda** for next month. **Clerk** to notify all those on events that there is a delay on the next edition of WoSE.

Cllr Galley has a draft advertising policy for councillors to consider should WoSE continue. **Clerk** to email to all – Cllrs Bugg and McDonald were given a hard copy at the meeting.

- **SEPC Project Plan**

Discussion re thoughts on a summer event. Cllr Galley reported that after the last meeting he discovered that the scouts are now holding an event in June as well as the school, Youth FC and D4G fete in July. Therefore to hold another one in August would make five in total which seems one too many. All agreed to concentrate on the Christmas event and no other Members offered to take a Summer event on.

**Clerk** to update events to Christmas. Update litter picking.

The Chair stated that Members need to start taking ownership of projects.

- **General Reports from meetings since 11<sup>th</sup> January**

Bradwell Quarry Liaison Group (12<sup>th</sup> Jan) attended by Cllr McDonald who sent a copy of his report to all Members. A site meeting for Members can be arranged. Discuss attendance in **Matters Arising** in March.

Conservation Guideline Workshop (24<sup>th</sup> January) already reported on in 0217/FC1065.

Gladman Public Inquiry (commenced 31<sup>st</sup> January) – discussed during 0217/FC1063. Cllr Hughes spoke on SEPC’s behalf, including the historical desire of SEPC to use Brownfield and not Greenfield sites and about the lack of transport facilities. Thanks were offered to him for his representation.

Cllr Ashford reported on the public meeting on 26<sup>th</sup> January, held in the village hall regarding Gladmans, A12/A120, Incinerator and Local Plan. He spoke on behalf of SEPC and urged the public to support appeals and applications on behalf of Silver End. The meeting was well attended and he was thanked for his attendance.

A120 Public Consultation (2<sup>nd</sup> February) – several Members attended. The **Clerk** asked whether Members would like her to support a route option on behalf of SEPC. It was agreed that SEPC’s preferred route is A with B&C as secondary options.

Cllr Ashford attended the latest FOSES meeting re enclosing the swimming pool and they hope to open up to the public. Fund raising will be taking place.

#### 0217/FC1068 **Finance**

##### **Payments made since the last meeting on 11th January:**

Essex Pension Fund	380.57	Refuse truck	200.40
Bee Brook	264.00	Petty cash	16.11
Office Service charge	40.00	Minibus	100.00
ECC (L/Club meals)	878.98	Key cutting	5.10

**Payments to be made:**

Bee Brook	264.00	Petty cash	14.54
Essex Pension Fund	380.57	E-on	161.43
BDC minibus	75.00	Office Service Charge	40.00
All agreed.			

**Bank Balances**

Current Account	£3,605.54
Deposit Account	£19,611.44

The cheque for £941.82 from SEHS was received, as discussed as part of Budget 2017/18 and will be used to open the new account for Events as agreed at the last meeting. As reported in Matters Arising this will be set up as soon as the paperwork is received from the Co-op Bank.

**0217/FC1069 Correspondence with Virgin re. Doctors' surgery**

Cllr Galley has chased for a reply as they promised to respond by 26/1. Agenda for March's meeting.

**0217FC1070 Donation request from Neighbourhood Watch**

Judy Hill has requested a one off donation from SEPC of £50 to support NHW in Silver End. It would help them to fund their promotional material of bells, pens, stickers, signs etc.

Cllr Galley proposed a donation of £50, Cllr McDoanld second. No further proposals.

Vote: All in favour with the understanding that the Clerk writes to state that SEPC would like to see NHW taking part at community events to promote themselves and make the villagers aware of their presence. Would also like to know what money is spent on so that we can let all residents know.

**0217/FC1071 Items for the agenda in March**

None other than those already noted.

Cllr Nesbitt offered her apologies for this meeting.

Next Full Council meeting to be held on Wednesday 8<sup>th</sup> March. There being no further matters to discuss the Chair called the meeting to a close at 10.28pm.