

SILVER END PARISH COUNCIL

Minutes of the Full Council meeting held on 8th March 2017 in the Village Hall.

Present: Cllr Galley (Chair,) Cllr Ashford, Cllr Waine, Cllr Bugg, Cllr Hughes, Cllr Hayward, Cllr Mc Donald, Cllr Hopkins, Cllr Fecitt, Mrs Temple (Clerk,) Cllr Abbott (left during 0317/FC1079) and Cllr Bowers (left after 0317/FC1076.)

0317/FC1072 **Apologies for absence:** Cllr Nesbitt and Cllr Vickers.
Absent without apologies: None.

0317/FC1073 **Declarations of Interest** by Members in respect of any items on the agenda.
Cllr Waine and Cllr Bugg declared an interest regarding agenda item 0317/FC1080.

0317/FC1074 **Members of the public** are given opportunity to speak at this point, however there were none in attendance.

0317/FC1075 **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 reminded Members that Cllr Abbott still has £1500 available to spend within the village. Noted.
- It was agreed at the last meeting 0217/FC1067 that a site meeting to Bradwell Quarry would be organised. 8 people put themselves forward and it was agreed that this should take place from May onwards. **Cllr McDonald** will organise.
- She sent a comment of support for route A (secondary options for B&C) for the proposed routes for the A120 as discussed in 0217/FC1067.
- **The donation** agreed at the last meeting 0217/FC1070 has been sent to NHW, requesting details of expenditure and a suggestion to attend local events to promote themselves within the village.
- The **Clerk** has chased again regarding the defibrillator funding and hopes for this to be an agenda item for April. Cllr Abbott will ensure that the Clerk has the correct email address.

Cllr Bugg reported that the owner of the new takeaway/restaurant on Broadway would like someone from SEPC to open it – it was agreed that either Cllr Galley or Cllr Ashford would attend.

Cllr Waine stated that the dishwasher in the village hall kitchen is not working. The **Clerk** confirmed that she is aware and has reported this to Hire a Hall.

0317/FC1076 **Report from District/County Councillors**

Cllr Bowers reported that:

- The councillor community grant scheme allocates £1500 per district councillor, of which he has some left over too. It can be rolled over and also grouped together with money from Cllr Abbott. It is for village organisations and he would ideally like to help one group in each of the three parishes.
- The Local Plan is to be agreed on 5th June and meetings are being held in the meantime, including the discussion of Garden Communities.
- Silver End Library reopens officially on 21st March.
- A120 consultation is just finishing.

Cllr Abbott reported that:

- A120 consultation ends shortly. Locally thoughts are split and views are as expected with residents wanting the option that is the furthest away from their village.
- Gent Fairhead have put in for a new Environmental Permit and for the height of the stack. Lots of paperwork to review.
- LHP meets next on 30th March. Public welcome to attend as are parish councillors. He has been approached by a resident to ask if we are still considering gateway signs. SEPC can say where we want them and what sort of sign is preferred. They may consider them although gates may have to be purchased by the village. Cllr Ashford stated that he had looked into them but had no luck getting ECC to attend a site visit. **Cllr Ashford** will let Cllr Abbott have the details and he will put it forward on SEPC's behalf. Cllr Fecitt thinks that part of the planning application for the new housing next to Wood Grove included them needing to look into it themselves due to the additional traffic coming onto Boars Tye Road. **Cllr Ashford** will also investigate this.
- He will notify the Clerk of Bob Wright's new email address.
- Scott Properties have been granted permission in Cressing for a site that is not on Local Plan, therefore in a similar position to their application in Silver End.
- Street lights in Temple Lane back on and some in Western Road.
- Celebration to reopen the library where Cllr Abbott will officiate, 2.15pm, 21st March.

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

0317/FC1077 **Planning Applications**

Application No: 17/00203/FUL 25 Francis Way

Creation of vehicular access

Objection: In contravention of conservation guidelines.

Application No: 17/00314/FUL 18 Manors Way
Erection of single storey front extension
No comment

Application No: 17/00186/FUL 13 Valentine Way
Replacement windows and doors
Objection: In contravention of conservation guidelines

Application No: 17/00213/FUL Silver End School
Erection of 3m sports fence with 2 gates around multi-use games area
No comment, application supported

Application No: ESS/16/17/BTE/SPO Bradwell Quarry
Request for scoping opinion

Would like to see this delayed until a decision is made by the Inspectorate on the Gladman appeal as the two applications may be in conflict of each other.

Cllr Abbott reported that a resident is having huge issues with dust and noise as they are surrounded on three sides by the excavations. Need to be certain that the dust extraction decisions ensure that Silver End is not adversely affected. Cllr Fecitt stated that SEPC should also be assured that there is no additional truck movement throughout the village, especially as access is now available via the Polish Camp.

Applications received after the agenda was set

None.

Notification of applications granted/refused

16/01438/FUL Silver End Library Change of use from library to takeaway café and restaurant Granted

Additional planning related matters:

- The Clerk has forwarded a copy of Tessa Lamberts notes from the Working Party meeting re the Conservation Guidelines. Assuming all present at the Working Party are happy she will send a copy to everyone. She is waiting for confirmation of the project to photograph houses but it looks as though Greenfields plan to do this for their properties so liaison will be required.
The one comment raised on meeting notes was that it is referred to as a guide but Article 4 is a statutory requirement and therefore not a guide. **Clerk** to respond to Tessa.
- Correspondence received from a resident who has appealed their application refusal and would like residents made aware about Article 4 not applying to the rear of properties. Natalie Banks, BDC, has been made aware of this.

0317/FC1078 Correspondence

BDC – Rural businesses are invited to attend a Chairman’s Reception on Friday 17th March at the Fennes in Bocking. Noted.

BDC – fourth Local Plan update is now on the Planning Policy web page. Details have been emailed to Members by the Clerk.

Rev’d Paul Watkin – Request to replace the Perspex on the middle noticeboard outside the Co-op – **Clerk** to contact Denise Sullens Smith as she is responsible for the board and **Cllr Ashford** will speak to his contact about Perspex.

Silver End Library – Invitation to attend a celebration of the relocation of the library on 21st March at 2.15pm.

Steve Smith, Honace – correspondence to Cllr Wayne giving an update on the new Environmental Permit Application from Gent Fairhead. Cllr Wayne explained further and the information was circulated to the meeting.

0317/FC1079 Reports

• Police

Weekly reports emailed to members by the Clerk.

A Public Consultation takes place from 16th February to 10th May looking for change in the way Essex Police and Essex

County Fire & Rescue are governed. The **Clerk** will forward to all Members and make this an **agenda item** for April.

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

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

The Clerk has liaised with:

- Rayne PC who confirm that they do not produce the magazine themselves. They have volunteers that compile and deliver it and they simply donate £1k a year towards costs and production. She believes that there is a connection with a church printer in Chelmsford. There only further involvement is for Members to take it in turns to write a report.
- Anthony Manning from Speedprint has have offered for them to correct errors on the magazine without an additional charge.
- Cllr Galley asked her to review Rettendon PC who has an online newsletter that can be accessed by community groups to add reports. Copies could be printed each month. Copies of the latest edition were circulated at this point.

The Clerk notified local organisations of the current problems as agreed 0217/FC1067.

Cllr Ashford still needs to look for volunteers and will place an advert on Facebook asap. Cllr Hayward reported that she may not have enough time with her new job to take on a similar role as Cllr Nesbitt previously. Additionally, she does not have knowledge of publisher.

Cllr Galley asked Cllr Hopkins if there was a way for village organisations to log in to the new website and for a prompt to allow them to update their page. **Cllr Hopkins** responded that it is possible but it needs thinking about.

It was discussed that perhaps SEPC could join in with the church’s publication and it was agreed that the **Clerk** should contact Rev’d Paul initially.

An advertising policy was emailed to all since the last meeting.

- **SEPC Project Plan**

Green Heart Initiative – litter pick to be arranged if a particular site is identified.

Cllr Galley has approached ECC regarding use of the green at the top of Silver Street as a site for a memorial to Joan Lyon. They have asked for a plan, details of the bench and stated that a licence will be required. Cllr Ashford feels that it should not be a generic bench, rather something art deco due to its location and the buildings that surround it. A volunteer was sought to investigate benches and **Cllr Waine** kindly volunteered. **Agenda item** for next month.

Gateways to be discussed at LHP.

Clerk to ensure staff members have the appropriate safety equipment to enable them to clean the Memorial Stone.

Cllr Galley will liaise with BDC regarding the pathway from Grooms Lane to Daniel Way.

Clerk to add plans for the pavilion to the project plan.

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

The Clerk reported that she has met with:

- Laura Marszalek from Jocelyne Chase who are now responsible for the day to day running of the Co-op site. It was a meeting of introduction to put a face to a name. All outstanding issues were reported.
- Mike Shorten, from BDC, for the annual hire review. He was happy with everything and stated that the service charge is still to be reviewed but that he will notify the Clerk once completed. The Clerk reported outstanding issues.
- Matt Wise from Ernest Doe for an instruction for staff members of the new leaf blower. Mr Tearle and Mr Howard were in attendance.

0317/FC1080 **Finance**

Payments made since the last meeting on 8th February:

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

Payments to be made:

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	

All agreed.

Bank Balances

Current Account	£2,178.45
Deposit Account	£15,611.44

Cheque received from SEHS

As discussed at the last meeting the Clerk notified members of the events working party of the decision made not to hold a summer event. There then followed issues via email from working party members about whose right it was to decide how the money from SEHS should be spent. The Clerk confirmed to these members that it had been given to SEPC from SEHS without any conditions but this appears to have caused an issue with some groups in the village. In particular, from the Scouts and WEA, following an email from Cllr Nesbitt stating that the money came from the underspend from the 90th celebrations and should be spent with the agreement of the working party. However, none of this was discussed at February's FC meeting, either when the money was given to SEPC or whilst discussions were made during budget to include this amount within precept, thus suggesting that the money would be SEPC's to spend on events as it sees fit.

Cllr Ashford stated that SEPC can still run the Christmas event on the money left over, assuming the cheque is returned.

Cllr Waine would prefer SEPC to keep the cheque as long as it is ring fenced as agreed at February's meeting.

Cllr Galley believes that SEHS should keep the money for the 100th celebrations and invest it in the meantime. Cllr Galley proposed that 1) the cheque be returned to SEHS (therefore no longer needing to open a new account) and 2) the **Clerk** to make an **agenda item** for the next meeting to pass a motion agreeing that the money not to be included within precept and to alter the budget to reflect that the money is no longer in SEPC's hands. Cllr Ashford second. Vote: all in favour with Cllrs Bugg and Waine not taking part in the vote having declared an interest as SEHS committee members.

0317/FC1081 **Correspondence with Virgin re. Doctors' surgery**

Cllr Galley has received a response from Virgin which has raised the question of what was in the specification that was tendered. He is not getting a definitive response and questions whether or not they are delivering. **Clerk** to send letter from SEPC.

0317FC1082 **Progress update re Silver Street Pavilion**

Cllr Ashford reported on a meeting held on 21st February, attended by the preschool ladies Cllrs Ashford, Bugg, McDonald, Abbott and Andy Chaplin. Cllr Galley did not attend this initial meeting following a suggestion from a member of the public that he would have a conflict of interest. This was discussed at the meeting and it was agreed that this was not the case and that his presence would be appreciated at future meetings.

The following matters were discussed:

- The shutters and alarm system need to be re-worked and a manual shutter system is far more suitable.
- BDC's lease proposal is likely to include the pitch as well so maintenance issues are to be considered such as grass cutting, pitch marking and general maintenance. Currently £35 per pitch paid (£3640PA)

- Work to the access road is needed including a passing place.
- Hall size is thought to be adequate although changing rooms need to be larger. Cllr Ashford suggests that an office and meeting room are unlikely. Preschool ladies could use another room for nursery provision. If an extension is added in future an office and meeting room could be included.

It was agreed that the **Clerk** should express an interest to BDC on everyone's behalf.

Cllr Abbot will approach Peter Tattersley, BDC and Cllr Galley investigated additional BDC issues.

Planning, BDC will be approached to discuss drawing up proper plans. There was a suggestion that Cllr Abbott could be approached to discuss spending his £1500 community grant to help draw up plans.

Clerk to approach the RPFAs and invite them to come along and discuss how they run their operation in Rivenhall.

It was confirmed that the approach road, allotments, path and parking will remain the responsibility of BDC.

Cllr Hopkins stated that the Scouts have to maintain the land and surrounding area so it may be worth consulting with them.

Cllr Waine asked whose decision it was that the field would be included. Cllr Galley confirmed that it was BDC's decision and that the pavilion comes with the field and not independently.

Cllr Ashford stated that if the project goes ahead then they will need to consult with everyone involved, including Scouts and Allotment holders.

Cllr Hughes commented that the RPFAs has about 30 volunteers and is that realistically going to happen in Silver End? It also needs to be associated with and supported by the Parish Council but not run by the Parish Council. Cllr Ashford confirmed that it would be a community project and not a parish council one. A community group will be set up to maintain a group facility. SEPC are only there to offer support and help move things through. **Cllr Hughes** has an architect contact who may be happy to do plans cheaply for him. He will investigate.

Cllr Galley proposed that we continue to pursue options and discuss. Cllr Hughes second. Vote: All in favour with Cllr Ashford abstaining as he is so close to the project.

0317/FC1083 **Items for the agenda in April**

Joan Lyon Memorial

Virgin re Doctor's Surgery

Pavilion

Cllr Hopkins offered his apologies for this meeting.

Next Full Council meeting to be held on Wednesday 12th April. There being no further matters to discuss the Chair called the meeting to a close at 21.48pm.