

SILVER END PARISH COUNCIL

Minutes of the Full Council meeting held on 9th August 2017 in the Parish Council Office, Silver End Village Hall.

Present: Cllr Galley (Chair,) Cllr Ashford, Cllr Bugg, Cllr Hayward, Cllr Waine, Cllr Hopkins, Cllr McDonald, Cllr Hughes (arrived before 08017/FC1155,) Mrs Temple (Clerk,) Cllr Abbott (left after 0817/FC1156,) Mr Murray who was then co-opted onto the Parish Council during item 0817/FC1145 and 3 members of the public (who each left after 0817/FC1156.)

0817/FC1144 **Apologies for absence:** Cllr Vickers, Cllr Fecitt, Cllr Hughes (for his late arrival) and Cllr Bowers.
Absent without apologies: None.

0817/FC1145 **Co-option of a new Member**

Before this item commenced the Chair asked members of the public to leave the room whilst Mr Allen Murray addressed SEPC Members with his application for Co-option.

Allen Murray introduced himself giving details of his background, including 20 years in the RAF and then civil aviation. Now working at a care home in Colchester. Particularly interested in road safety. Lived in village for 18 years with grown children. Would like to contribute in some way to the village.

Mr Murray was asked to leave the meeting whilst his application was considered. All agreed and voted in favour that he would make a good addition to the Parish Council.

The Chair welcomed both Mr Murray and the members of the public back into the room at this point and congratulated Mr Murray on his successful co-option onto Silver End Parish Council, summoning him to the next Full Council Meeting on 13th September. He was invited to join all other Members of Silver End Parish Council at the table.

The Clerk asked Mr Murray to kindly wait at the end of the meeting to complete the relevant paperwork.

0817/FC1146 **Declarations of Interest** by Members in respect of any items on the agenda.
Cllr Ashford – Planning Applications – 17/01239/FUL & 17/01230/FUL.

0817/FC1147 **Members of the public** are given an opportunity to speak at this point.
The Chair welcomed the members of the public to speak but all three of them declined.

0817/FC1148 **Minutes of the last Full Council Meeting** were agreed and signed as a true record of the meeting taking the following into account:

- 0717/FC1131 - Should read Cllr Ashford - the Chairman of FCPA, rather than suggesting a connection with SEPC.
- 0717/FC1131 – Re doctors’ surgery - highlight that it is for benefit of BDC.
- Misspelling - Correspondence - Coggeshall.

Matters arising:

The **Clerk** reported that:

- She has asked Mr Howard (SEPC staff) to clean the phone boxes regularly and he has added this to his schedule.
- She has booked the hall for the Luncheon Club Summer Tea Party on Friday 25th August.
- Whilst speaking to Hire a Hall she mentioned again that the dishwasher is no longer working.
- She has asked Mr Tearle (SEPC staff) to put the tables up each week for the Luncheon Club.
- She has asked Steve Wenlock (BDC) to include art work in the Open Spaces Plan for Silver End (0717/FC1140.)

0817/FC1149 **Report from District/County Councillors**

Cllr Abbott reported that:

- Galleys Corner – BDC given planning permission for a new DIY centre that means new traffic lights, road configuration etc.
- LHP meeting in September. Training of Members to take place before then, which he welcomes - Broadway bus shelter is in. New drop kerbs etc. to take place on Broadway/Francis Way. He has asked if Boars Tye Road path needs to be re-casted.
- Problem with parking tickets being issued on Valentine Way. Cllr Mitchell has been very helpful and it has since been rectified. He has advised that the tickets be cancelled and the lines causing the issue have been burnt where they overlap grasscrete sections.
- Pathway by Congregational Church – elderly lady has been injured. Issue over who owns the pathway. County agreed to repair their part. Need to know to what level they will repair.
- Defibrillators application received from the Clerk.
- Chased tree issues – one opposite Bowls Club has been removed. Declined to do work on the trees in Francis Way.
- Street lights back on in Western Rd.
- Rights of way are impassable between Silver End and Rivenhall – he has reported them.
- A120/A12 forums. Decision on A12 soon but A120 maybe later. Consultation shows route C as the favourite but not by a large margin. Funding for A12 still there.
- Local Plan meeting held on 13th July had 80/90 attendees. General comment that BDC’s consultation system was not user friendly.

- Pavilion S106 monies could definitely be available for pre-school (£60k.)
- Gent Fairhead has made 2 planning applications at the start of the summer holidays. Official deadline is due before the next meeting but ECC have confirmed that as long as representations are in by 18/10 they are happy. **Clerk** to send comment that we will be replying after meeting in September as there is too much to consider. Member of the public has arranged to speak to Cllr Abbott outside of the meeting – she thanked him and SEPC for their support.

0817/FC1150 **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
To be considered at September's meeting

Application No: ESS/36/17/BTE Rivenhall Airfield
Increase stack from 85m to 103m above ground level
To be considered at September's meeting

Application No: 17/01239/FUL 34 Abraham Drive
Erection of two storey side and rear extension and single storey rear extension
No objection.

Application No: 17/01263/FUL 9 Francis Way
Replacement windows
Objection: Application is in contravention of conservation guidelines.

Application No: 17/01230/FUL 10 Boars Tye Road
Erection of part single, part two storey rear extension
Cllr Ashford declared an interest and took no part in discussions (left the room whilst discussions and decision made)
Cllr Waine agrees with comments from the Historic Buildings Advisor.
Objections:

- Over development of site
- Visible from public space owing to volume and height

Applications received after Agenda Setting

Application No: ESS/07/16/BTE/22/3 Bradwell Quarry
Additional details pursuant to Condition 22 – referring to noise monitoring.
No objection.

Application No: 17/01435/FUL 46 Silver Street
Erection of part single storey rear extension
No objection

Application No: 17/00993/FUL Park House, Park Road, Rivenhall
Change of use to D1
No objection.

Application No: 17/00904/FUL
17/00906/LBC 11 Silver Street
Erection of single storey flat roof rear extension – revised plans/additional information
Objection: in Contravention of conservation guidelines due to the proposed materials for windows/guttering

Notification of applications granted/refused

17/00880/FUL	25 Francis Way	Erection of two storey rear extension	Refused
16/01653OUT	Land East of Boars Tye Rd	Outline planning for 50 dwellings	Granted
17/01022/T56	Temple Lane	Telecoms apparatus (pole & cabinet)	Approval required – not given
17/01036/FUL	28 Grooms Lane	Erection of single storey side and rear ext.	Granted

Cllr Ashford asked that if he applied for planning permission would he be able to make presentation at a meeting. The Clerk and Cllr Abbott both confirmed that where a Member has a pecuniary interest in an agenda item he is legally required to leave the room. He can send a written comment instead which can be read whilst he is out of the room.

0817/FC1151 **Correspondence**

Member of the public (via website) – Believes bus service for Silver End to be inadequate. Her son is having issues getting home from work in Freeport with the last 38 service bus at 18.00 and the 38a at 18.45. The issues at weekends are even worse. The Clerk has replied and passed onto the Parish Transport Reps for the next meeting. Cllr McDonald stated that it was unfortunate that there had recently been a questionnaire on bus services, for which this issue is too late. Stephenson's are totally in control of times when buses run. Contact needs to be made directly to Stephenson's. Cllr Ashford explained that several years ago SEPC and other parishes on the route funded an extended scheme but there was very little uptake and was not cost effective at all. He suggested that the member of the public contact Stephenson's. Cllr McDonald stated that he was also happy to contact

Stephensons. All agreed that was a very good idea and will reassure the member of the public that we are doing our best to support them.

BDC – the Casual Vacancy was advertised as required but insufficient requests were received to hold an election. Therefore co-options can now be held. Noted.

BDC – Braintree District and Greenfields Community Fund is open for expressions of interest by voluntary and community organisations. Deadline is 31st August - £90k with 10 schemes to fund. Noted.

Member of the public – has approached SEPC and BDC to offer to assist and pay for the cleaning of the pond in the Memorial Gardens. The **Clerk** is liaising with Andy Potter, BDC, and the resident to agree a mutual time for a meeting.

Bradwell Quarry Liaison – the next meeting is on 4th October, 2pm in the Parish Council office. Noted.

ECC – next round of Passenger Transport Meetings to be held in March 2018. Request to transport reps to complete questionnaires. Clerk has sent this to Cllrs McDonald and Hayward.

0817/FC1152 Reports

- **Police**

Weekly reports emailed to members by the Clerk

- **SEPC Project Plan**

See WoSE.

Christmas Event – replace Cllr Galley with Cllr Ashford. Cllr Ashford asked Cllr Abbott to approach ECC re road closure. Cllr Bugg feels that decisions are being made between Cllr Ashford and Carol Hutchings (Guides) outside of the Events Working Party. Cllr Ashford stated that nothing has happened other than general conversations whereby the Guides are organising the event, simply a case of getting prepared for the next meeting of the Working Party which he asked the **Clerk** to organise. He declared that he was offended and angered by suggestions that things are taking place behind closed doors. **Clerk** to continue to liaise with Bee Brook about the tree.

Annual litter pick – as part of the litter pick (Green Heart)

Gateway signs – **Cllr Galley** will bring in details that he has.

Bus shelter – completed, leave on plan for a month or so.

Grooms Lane pathway belongs to 57 Daniel Way. **Clerk** awaiting response from BDC.

Add extension for buses to timetable – KM, JH.

- **WoSE**

Cllr McDonald reported that the new collator was unable to make tonight's meeting. She has emailed her contacts in the village for suggestions but has had few replies. The first edition is planned for November. Need to look at Advertising Policy therefore the **Clerk** will make this an agenda for next meeting.

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

BALC Meeting – Cllr McDonald attended and sent a copy of his report to all. Disappointing that only three parish representatives turned up. Interesting meeting. Mentioned that there is information on his report about the Stansted expansion plans and the increase in flights going overhead whereby claims could be made if noise is too great. Cllr Murray would be happy to be put forward to join a new forum set up by Stansted. Cllr McDonald was thanked for his attendance of this meeting.

Pavilion meeting – Cllr Ashford reported on the 1st initial meeting with BDC who support the idea and project and appreciate the need for pre-school provision. Sticking point will be funding, particularly regarding the extension. They are considering funding options, capital funding and a lease. All positive and need to get architect involved for plans. The fields will be included within the project. They received confirmation from BDC that this land will not be built upon.

- **ECC/BDC reports – update**

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

- Pond cleaning
- Leicester Court signs to be collected from the office and put back in position.
- Chase cutting of hedge alongside the entrance to the village hall field, from Silver Street. 34 Silver Street (Greenfields.)
- Toilets in the Memorial have re-opened.

0817/FC1153 Finance

Payments made since the last meeting on 12th July:

Silver End Brownies (re internal audit fee)	60.00	Bee Brook	264.00
Petty cash	12.79	Essex Pension Fund	434.36
Office service	40.00	E-on	40.00
RCCE membership	105.60	BDC minibus	100.00
HMRC (Q1)	2160.44	Amazon - shredder	67.99

Payments to be made:

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

Bank Balances

Current Account	£ 4,150.55
Deposit Account	£17,616.26

The Clerk reported that she has received the external audit (2016/17) back from PKF Littlejohn who has signed it off without any areas of concern to report or to be considered for next year.

0817/FC1154 **Consideration to be given to a Memorial to Joan Lyon**

Cllr Waine showed an updated model of the bench and seating with hedging. Cllr Galley explained that the original base cannot be located therefore a specification is needed for a new one. Cllr Waine brought this to the meeting for which he was thanked.

Clerk was asked to send this to Ms Cowell at ECC. Cllr Waine queried costing. The aim to have a response from ECC by next meeting so that an approach can be made to Bradwell Aggregates at the meeting on 4th October.

Cllr Hughes arrived at this point.

0817/FC1155 **Luncheon Club Transportation and Future Operation**

It was agreed at the last meeting this should be looked at to ensure that the Club still makes sense to run financially.

P&J Cars have suggested quoted £40 per week (term time only) for transportation of food and members.

The Clerk reported that BDC are mid-consultation to increase the minimum weekly fare for the community minibus from £25 to £30 plus the annual membership fee. Tracey Corcoran from BDC confirmed to the Clerk that they can no longer continue collecting the meals as they do not have enough vehicles, drivers or funding available.

Cllr Waine believes that members who currently pay £1.90 would be happy if there was an increase. He suggested £2.20 would be acceptable without losing members.

Cllr Ashford proposed a 30p increase per meal and that we get 2 more taxi quotes (if required) and agree to try P&J Taxis on a probationary basis until the end of first term (Christmas.) Cllr Hughes acted as second. No further proposals. Vote: All in favour except for Cllr Waine who thought it best to declare an interest. It was suggested that Cllr Galley attends L/Club to explain reason for an increase in costs. Agreed.

Cllr Galley suggested that we could use WoSE savings from fewer editions this financial year to fund additional costs until budget is set again. Cllr Ashford thought that the taxi specification should be drawn up quickly before next meeting. **Cllr Galley** will liaise on this with the **Clerk**. A draft will be emailed to all members with agreement made before formalising at September's meeting

Cllr McDonald suggested that there be an annual fee for membership to the Club. It was thought unnecessary at this point.

0817/FC1156 **Traffic Calming Measures**

Cllr Galley has confirmation from ECC that to warrant traffic calming measures the parish must have evidence that there is a speeding issue on the basis that volume of traffic generally reduces car speeds. The main road through the village is a PR2 route and is designed to take traffic and that the introduction of any form of traffic calming could cause issues for buses.

The following comments were raised:

- Cllr Ashford - buses don't use the centre of the main road so traffic calming measures could be introduced there.
- Cllr Murray – at 6am vehicles consistently travel down Broadway at insane speeds. Cllr Ashford explained SEPC's request for a 20mph route within the village.
- Cllr Hopkins reported that he will be going out with the speed camera tomorrow. Cllr Hughes suggested getting readings elsewhere in the village on an unofficial basis in order to collect data.
- Cllr Abbott will request speed loop on 3 main roads at entry points to the village.
- Cllr Ashford suggested a change in road surface on village entrance. Cllr Abbott stated that evidence is required therefore wait for data from speed loop first.

Cllr Abbott left the meeting at this point along with the three members of the public. They were all thanked for their attendance.

0817/FC1157 **Defibrillator**

The Clerk has sent a grant application form to Cllr Abbott for funding. Assuming this is agreed she will then contact planning to discuss any issues about placing the defibrillator on the front/side wall of Valentine House. **Clerk** to update Valentine House of the current situation.

0817/FC1158 **Public Consultation – Overall Governance of Town and Parish Councils**

BDC are holding a public consultation from 1st August until 30th September welcoming comments on parish boundaries, number of town and parish councillors and the name of the councils.

Clerk to comment that SEPC wish to see village and parish boundaries remain as they currently are.

0817/FC1159 **Items for the agenda in September**

Cllr McDonald - bus service extension

Cllr McDonald -future of Crittalls site

Joan Lyons Memorial

The Chair called the meeting into closed session for which the minutes are not available for public viewing.

Closed Meeting

0817/FC1160 **Staff Issues**

Next Full Council meeting to be held on Wednesday 13th September.

There being no further matters to discuss the Chair called the meeting to a close at 21.47pm.