

SILVER END PARISH COUNCIL

Minutes of the Full Council meeting held on 10th October 2018 in the Parish Council Office, Silver End Village Hall.

Present: Cllr Galley, (Chair,) Cllr Ashford, Cllr Hughes, Cllr Waine, Cllr Bugg, Cllr McDonald, Cllr Holmes, Cllr Fecitt, Mrs Temple (Clerk,) Cllr Abbott (left after 1018/FC1353) and Mr Bailey (co-opted during item 1018/FC1347.)

1018/FC1346 **Apologies for absence:** Cllr Hopkins and Cllr Vickers.
Absent without apologies: None.

1018/FC1347 **Co-option - Members to give consideration**

Mr Bailey is in attendance to be considered for Co-option onto the Parish Council. Members have been given the opportunity, in advance of the meeting, to view his application. No questions were raised at which point Mr Bailey was asked to leave the meeting whilst Members discussed his co-option.

Cllr Galley proposed co-option with Cllr Ashford acting as second. No further proposals. Vote: unanimous.

Cllr Bailey was asked to return to the meeting and join Members at the table. He completed an Acceptance of Office form and was given a Register of Interests form to complete and return to the **Clerk**.

Cllr Waine asked the **Clerk** to send an updated list of contact details for/to all Members.

The Chair went through the basic protocol rules of a meeting for Members.

The Clerk reported that Mr Pharo would also like to be considered for co-option but was not able to attend this meeting. There will be an agenda item at November's meeting and the **Clerk** will send his application to Members for consideration.

1018/FC1348 **Declarations of Interest** by Members in respect of any items on the agenda.

None were offered.

1018/FC1349 **Members of the public** are given an opportunity to speak at this point.

No members of the public were present.

1018/FC1350 **Minutes of the last Full Council Meeting** were agreed and signed as a true record of the meeting.

Matters arising:

The **Clerk** reported that:

- All that is delaying the installation of the Joan Lyon Memorial is the arrival of the bench. Everything else is ready.
- Signs have been ordered for the defib – see Finance.
- She has shown copies of Cllr McDonalds document stating that the district council took ownership for maintenance in 1969. Mr Wilson, BDC, stated that since that date it was purchased by a contractor (Wigmore) who she has since contacted but no confirmation from them at this stage. **Clerk** will chase if needed.
- Cllr Hughes has advised her that the photography of the houses in the conservation area is almost indexed and should be ready to send to BDC Planning shortly. He has advised that the disc also contains details of the pram crossings that he and Cllr McDonald have been investigating. **Clerk** to send as soon as notified by **Cllr Hughes**.
- Dates are being discussed for a meeting with the school to continue with the Youth Participation Project. Also hoping to include Tania Roberge from BDC as part of the Greenheart litter campaign to try to get the children involved. Cllr Galley will attend. **Clerk** to chase if needed.

1018/FC1351 **Report from District/County Councillor**

Cllr Abbott reported:

- Land off of Western Rd application - report states that there is no life in hedge and it's dying. Not balanced at all. He visited the site and viewed 19 bat passes within a half hour period. All they say is in contravention of these known bat movements. It is the entire hedge from the bus stop to the pit that is proposed for removal. No date yet when it will go to Committee.
- New application – Bowers Hall – access will be opposite the entrance to the Western Arms and on a blind bend.
- LHP meeting tomorrow. New terms of reference but Members have not been told what they are. He plans to investigate progress on the Boars Tye Road path, the 30mph limit plus the quiet lane, particularly relating to the drawings for the A120 suggesting that Sheepcotes Lane is on a flyover - needs to discuss.
- New initiative from County – each CC come up with the most urgent 20 highways issues (pot holes) throughout his 7 parishes to be completed shortly. Needs to know which potholes asap – Members to notify the **Clerk** by Friday.
- Kevin Bentley is a named rep for Highways so can go straight to him with issues.
- Transfer stations for waste – 75k tonnes has gone straight to landfill. He has asked why and what is the net cost to the taxpayer.
- Local Plan – 1 to 2 years before signed off. Will continue to receive applications for developments.
- Clear bag recycling – where is it being taken – most is treated in the UK. Issue with running out of sacks – 55k sacks given out on request suggesting not enough distributed in the annual drop. He will ask them to increase. Cllr Bailey pointed out that many bags are not full, could this be addressed? Cllr Abbott thinks maybe put reminder on calendar.

- Delighted about the opening of the Pavilion. Reminded BDC that more community space will be needed as the village continues to grow.

Cllr Ashford asked the Clerk to minute huge thanks to Cllr Abbott for all of his assistance with the Pavilion as it wouldn't have gone ahead without him.

Cllr McDonald stated that at the Transport Meeting he discussed the issue of bus stop raised curbs. ECC have agreed to improve those stops that don't meet standards but before proceeding ECC have asked for the support of the County Councillor – Cllr Abbott stated that he supports without question.

Cllr Abbott was thanked for his report.

1018/FC1352 **Planning Applications**

Application No: 18/01611/FUL 80 Francis Way

Replacement front windows

Objection – In contravention of current conservation guidelines which need updating as a matter of urgency. BDC need to honour their responsibilities to update them. Can the agreed preparatory work be started by ECC so that everything is in place for adoption as soon as the Local Plan has been agreed?

Application No: 18/01693/FUL Land off Western Road

Creation of permanent vehicle access from Western Road to site and creation of drainage features

Objection – The hedge must not be removed in its entirety. It is a significant feature of the village approach. Its loss will be detrimental to the environment as it contains live elm which is too small to be affected by Dutch Elm Disease. Additionally, it is a habitat for wildlife, including known regular flights of bats. Developer be approached to take a more sympathetic approach using a design that works with the street scene such as the Rickstones Rd development. Additional objection that the parish council does not receive REM/DAC etc requests and expects to see them in the future for larger applications. The Inspectorate's decision is being ignored by not allowing consultation with SEPC. This is a garden village and should have garden features such as hedges.

Applications received after Agenda Setting

Application No: 18/01842/OUT Bower Hall, Western Road

Application for outline planning permission with reserved matters. Erection of 9 houses.

Objection – over development of site. Too close to a listed building, detrimental impact on it. Bower Hall is listed, and it and its setting were a significant consideration by the Inspector when considering the application for 350 houses on land off Western Road – he stated that a buffer should be provided. The development proposed in this new application will take up much of the garden areas immediately adjacent to the Hall and moat and would have a significant impact on the setting of the listed building and its associated features. Insufficient parking allowed for. Access on and off apex of blind bend. Poor access for large vehicles.

Application No: 18/00281/TPOCON 79 Valentine Way

Tree works – raise crown of walnut

No objection.

TPO's on trees 18/00265/TPOCON – not sent to the Clerk.

Cllr Waine (Tree Warden) was sent details of tree work to be completed. Agreed that we have to trust them to do it professionally. No mention of any work to the hedge.

1018/FC1353 **Correspondence**

EALC - Devolution and Public Realm/Highway Services. Councillor Kevin Bentley, ECC Highways, is keen to explore how joint working between ECC and Parish/Town Councils could deliver better outcomes for our residents and businesses. He welcomes an opportunity to jointly review how certain Highways services might be delivered via Parish/Town Councils, and in the process of doing so significantly reduce cost. The services could include such matters as grass cutting and special verge maintenance, weed control, tree and hedge cutting, minor repairs to footways, installing and maintaining signs, winter salt bags scheme, maintaining bus stop flags and shelters, and maintenance of Public Rights of Way. Offer made to be involved in a pilot scheme over the next 6-12 months, delivering the above-mentioned services in collaboration with ECC. We are looking to select 3 Councils per District area (total of 36) to be involved in the pilot and therefore we are seeking expressions of interest. Cllr Galley proposed that SEPC express interest with Cllr McDonald acting as second. The **Clerk** was asked to confirm this assuming there is no financial responsibility.

Witham TC – Mayor of Witham hosting a Charity Gala at Rivenhall Golf Club on 9th February 2019. £35pp, proceeds to the Mayors chosen charity. Noted.

EALC – Police and Fire Conference 2018 – Tuesday 20th November 9.30- 3.30pm, in Gt Dunmow Foakes Hall. £25pp. Noted.

A12 Community Forum – Tuesday 23rd October 6.30 – 8pm, Marks Tey Hall, to discuss the new alignment options between junctions 24 & 25. Cllr McDonald reported that he would be unable to attend.

Hire a Hall – notification that the village hall gutters are to be cleaned on 9th and 10th November. Noted.

Scouts – invitation to AGM on Thursday 18th October 7.30pm at the Scout Hut. Noted.

BDC – Police Crime Advice Day on Wednesday 14th November at Slamseys, Great Notley, 10am-3pm. Noted.

ECC – next LHP on 11th October. Noted.

Member of the public – visited the Clerk in the office to report several issues:

- Youth issues behind the Co-op relating to noise, cars and drugs. Issue not helped by lights being out to the rear of the site. The Clerk has advised that the Police should be called about all issues in order to get them to attend more regularly. She has also contacted Josclyne Chase to advise them and also suggested the residents do the same. The resident has provided the Clerk with details of a sound deterrent device. Barriers have been suggested to Josclyne Chase.
- PRoW issues that the Clerk has liaised with Cllr Abbott about, behind Bristol Court, but he states it isn't an official right of way although used regularly by walkers. He is going to investigate. **Clerk** to notify.

- Harsh cutting of the highway hedges. Again, the Clerk has spoken to Cllr Abbott about this and he is already aware and has mentioned this to ECC/BDC in the past. Feels it is a matter of cost.

Colin Cox, Essex Police – Re-organisation of how local officers are allocated, focussing more on the community. Officers allocated to the Witham area – 2 PC’s and 2 PCSOs who will contact the **Clerk** shortly.

Helen Thomson – contacted by Priti Patel’s PA to invite members of the L/Club to a Senior Citizen’s event. **Clerk** to contact. Cllr Abbott was thanked for his input and left the meeting at his point.

1018/FC1354 Reports

- **Police**

Reports emailed to members by the Clerk, when received.

- **SEPC Project Plan/Reports from Working Parties**

WoSE – meeting before publication is on Friday. Cllr McDonald has done a write up on the defib, the pavilion and patient participation group. **Clerk** is finalising Printwize quote.

Christmas Event – Meeting held 25/9, risk assessment agreed, carrying on as last year. Lights out on roundabout, **Clerk** has reported. Next meeting 2/11 at 8pm. Cllr Bailey agreed to join this working party – **Clerk** to add.

Walks – Cllr Hughes has sent links to Cllr Hopkins for the website and to all Members. Third walk is almost ready.

Gateway - **Clerk** to liaise again with builders.

Joan Lyons Bench – Cllr Bailey pointed out that putting tarmac down is pointless as it won’t stay. Suggested blacking the concrete to match the diagonal tarmac – agreed.

Verges – **Clerk** to continue liaising with ECC.

Youth Participation – Clerk organising meeting with BDC, Silver End Academy and the Chair.

Curbs – **Clerk** has sent the letter discussed last meeting to Cllr Jo Beavis – will chase if needed. **Cllr McDonald** to consider sites to put forward to LHP.

- **General Reports from meetings since 13th September**

Transport Representatives Meeting – 8th October – Cllr McDonald. He has sent a written report to all Members. Noted.

Patient Participation Group – new Practice Manager wants to continue with the group. Reported that there is now a full-time doctor and a part time one who is keen to stay. Surgery has taken on 300 new patients and is now at capacity. Government rulings state that they cannot turn residents away but there is no real space to expand. **Meetings** now arranged for 31/10, 28/11 and 30/1 - 6.30pm. She has had interest from people wishing to attend. Poster placed in the noticeboard and item to be placed in WoSE. **Cllr Bailey** will add on Facebook.

Luncheon Club/Friendship Club/T&3 – meeting organised by Cllr Waine to discuss the possibility of merger between the three groups. Informal meeting with the 3 leaders 27/9. They will go back to respective committees to discuss further at a future **meeting** on 22/11. Mrs Thomson has asked **Cllr Waine** to address L/Club members with the suggestions – all agreed that he should.

- **ECC/BDC reports – update**

BDC have replaced the open litter bin by the youth shelter with a lidded one to stop the rubbish from being distributed about the field. In addition, a dog bin has been installed by the Manors entrance of the Memorial Gardens, as requested at the last meeting. The **Clerk** was asked to approach BDC about replacing the litter bin by the soon to be installed Memorial Bench.

1018/FC1355 Finance

Payments made since the last meeting on 13th September:

Bee Brook	264.00	BDC Office Service charge	40.00
Petty cash	8.76	Essex Pension Fund	454.54
E-on	38.92	P Hughes – DVD for photos	10.00
PJ Taxis	160.00		

Payments to be made:

Petty cash	15.31	HMRC	1662.94
BDC Office service charge	40.00	Essex Pension Fund	454.54
E-on	39.01	P&J Taxis	80.00
British Heart Foundation – signs	11.95	PFK Littlejohn (external audit)	360.00

All agreed.

Bank Balances

Current Account	£ 1,843.02
Deposit Account	£ 25,034.50

External Audit 2017/18

The Clerk reported that the external audit has been completed by PFK Littlejohn and their opinion states that there are no worries or areas of concern, therefore no action is required.

1018/FC1356 Christmas Tree and Lights

The Clerk reported that costs of a tree this year are £10 a foot plus £30 delivery. All agreed that the **Clerk** should order a 20ft tree to be delivered in the last week of November.

Events Working Party to discuss the tree decorations etc and were given the remaining budget for 2018/19 of £270 to spend max.

The possibility of putting lights around the Memorial Gardens entrance was discussed with **Cllr Galley** agreeing to speak to BDC.

1018/FC1357 Memorial Gardens – works and funding

The Clerk reported on a meeting with Mr Wilson, BDC, herself and Cllr Galley regarding the area within the Memorial Gardens

that SEPC are currently responsible for. Awaiting figures from BDC but initially Bee Brook has suggested to BDC that hours need to be doubled to fulfil the work required – suggesting that SEPC may need to contribute additionally. Cllr Hughes reminded Members that SEPC took area on as BDC were not maintaining. All agreed that once figures confirmed from BDC and confirmed to the next meeting that the **Clerk** should go out to tender, ideally with a local company as need to get better value for money and see a marked difference. Need to provide evidence of work done –maybe in photographic form. **Cllr Fecitt** stated that he has a company name to put forward – **Clerk** to liaise with him. Cllr Galley proposed that SEPC go out to 3 tenders, allowing the winning tender to put sign up for advertising should they wish to and assuming BDC have no objections. **Clerk** to challenge work billed but unpaid for Bee Brook and dispute if necessary. All agreed.

1018/FC1358 **Pram Crossings**

Already mentioned under SEPC Project Plan 1018/FC1354.

1018/FC1359 **Donation Request from Greener Silver End**

Request for £100 for bulbs. Cllr Ashford proposed payment of the donation with Cllr McDonald acting as second. **Clerk** to organise payment and establish the proposed location and remind them to notify BDC to ensure they do not mow the area before they bloom.

1018/FC1360 **HMR Forms to be handed to the Clerk by Members not present at the last meeting whereby they opt in to the sharing of contact information whilst communicating with each other and other related agencies between meetings**

All Members have now completed the relevant paperwork.

1018/FC1361 **Agenda Items for the Next Meeting**

Co-option.

Memorial Gardens – future funding and implications

Next Full Council meeting to be held on Wednesday 14th November.

There being no further matters to discuss the Chair called the meeting to a close at 9.51pm.