

SILVER END PARISH COUNCIL

Minutes of the Full Council meeting held on 14th November 2018 in the Parish Council Office, Silver End Village Hall.

Present: Cllr Galley, (Chair,) Cllr Ashford (arrived late during 1118/FC1368,) Cllr Hughes (arrived late just before 1118/FC1371,) Cllr Waine, Cllr Bugg, Cllr McDonald, Cllr Hopkins, Cllr Bailey, Mrs Temple (Clerk,) Cllr Abbott (arrived during 1118/FC1370 and left just before 1118/FC1371,) Mr Pharo (co-opted during item 1118/FC1363) and 2 Members of the Public (both left just before 1118/FC1371.)

1118/FC1362 **Apologies for absence:** Cllr Holmes, Cllr Fecitt, Cllr Vickers and both Cllr Ashford and Cllr Abbott for their late arrivals.

Absent without apologies: None.

1118/FC1363 **Co-option - Members to give consideration**

Mr Pharo 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.

The Chair offered Mr Pharo the floor to speak at this point – he introduced himself and explained what he felt he could bring to Silver End through the Parish Council, stating that he feels it is a shame that not more people step forward to do the same. The Chair opened the floor to Members to ask questions of which there were none. Mr Pharo was asked to leave the room while a vote took place.

Cllr Bailey proposed Mr Pharo's co-option onto Silver End Parish Council with Cllr McDonald acting as second. No further proposals. Vote: In favour: 4 Against: 0 Abstentions :2 Carried.

Cllr Pharo 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** asap.

The Chair went through the basic rules of protocol to be upheld at meetings for Members.

1118/FC1364 **Declarations of Interest** by Members in respect of any items on the agenda.

Cllr Hopkins declared an interest in agenda item 1118/FC1373.

1118/FC1365 **Members of the public** are given an opportunity to speak at this point.

Both refrained from making comment.

1118/FC1366 **Minutes of the last Full Council Meeting** were agreed and signed as a true record of the meeting.

Matters arising:

The **Clerk** reported that:

- An updated list of all Members and their contact details has been either emailed or handed to Members.
- The disc with photos of conservation area properties has been sent to **Planning** with a request for ECC to start preparatory work on a new guideline so that everything is in place for adoption as soon as the Local Plan has been agreed. It was reported that Nicholas Page – Historic Buildings Adviser - commented that the Conservation Guidelines are not a priority currently.
- **Kirsty Brown**, Silver End Academy, has provided dates for a meeting with Cllrs Galley and Vickers to move things forward with the Youth Participation Project. BDC, re a litter pick campaign, have stated that they would rather be involved after this meeting to see what has been decided. They will then support with campaign material and promotion as required.
- She forwarded suggestions to Cllr Abbott of pot holes to be repaired urgently which he added to his outstanding list.
- An expression of interest was made to EALC to be involved in a pilot for the Devolution and Public Realm/Highway Services. The **Clerk** will be attending the initial meeting to introduce proposals for the pilot at County Hall tomorrow afternoon.
- The Memorial Bench is now being ordered by Patrick Wigg. The order has been made and the bench will be delivered to him so that Mr Bailey can collect it along with the aggregate. Mr Wigg will notify the **Clerk** as soon as he has a delivery date.
- Cllr McDonald and she formulated a response to ECC regarding the bus stops in the village that do not meet the required standard. She has now asked for proformas for each. **Cllr McDonald** has made an appointment to meet the **Clerk** on Monday to do this.
- The Christmas tree has been ordered and will arrive on Tuesday 27th November – time TBA.

Cllr McDonald asked the **Clerk** to mention that the path discussed in Matters Arising last month is the Walter Way path.

Cllr Bailey stated that he will forward links for the Christmas lights for the **Clerk** to order.

The Chair asked for Members' agreement to continue along the agenda and return to this next item as soon as Cllr Abbott arrives. All agreed.

1118/FC1367 **Report from District/County Councillor**

This item was discussed after 1118/FC1370.

1118/FC1368 **Planning Applications**

Application No: 18/01942/FUL

11 Abraham Drive

Single storey front and rear extension and conversion of garage to habitable accommodation

No objections

Application No: 18/00290/TPOCON

Land at centre of Leicester Court

Tree works

No objections

Application No: 18/01758/FUL

50 Broadway

Replacement of Crittall windows with aluminium to front

Objection: In Contravention of current Conservation Guidelines, as published

Cllr Ashford arrived at this point.

The Clerk reported that the following applications that SEPC have objected to will be taken to Planning Comm on 20th November:

- 18/01342/FUL Land off Western Rd Creation of field access from Western Road
- 18/01693/FUL Land off Western Rd Creation of permanent vehicular access from Western Road

It was agreed that Cllr Hughes will attend and speak on behalf of SEPC and that he will phone Alison Webb, BDC, tomorrow to register. Cllrs Galley and McDonald will attend if they are able.

1118/FC1369 **Correspondence**

BDC – Breakfast Briefing – Tuesday 4th December 9.30am at Causeway House. Noted.

Nikki Tapner, Children’s Centre – offered her services for the Christmas Event in lieu of Karen Longdon. Information passed to Carol Hutchings. Noted.

EALC – Opportunity to Meet the New Chief Constable and the New Chief Fire Officer. Tuesday 20th November 9.30am-3.30pm. £25 per delegate. Noted.

Redrow – details relating to the planning applications now submitted. Noted that they have included a gateway sign in their application.

Library service – many libraries are planned to be closed. Cllr Bailey states that the closure is due to them not being used sufficiently so no longer viable, although he is in agreement that it is a shame. Cllr Hughes agrees it is essential to allow children access to books. Should promote the library and attempt to get volunteers to assist. **Clerk** will place on the agenda once notified by ECC.

1118/FC1370 **Reports**

- **Police**

Reports emailed to members by the Clerk, when received.

Cllr Ashford has liaised with PC Andy Crow who plans to attend a future meeting and hopefully the Christmas Event.

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

WoSE – the Clerk reported that she has received updated quotes from Printwize, based on a lower quality print and 24 pages only the cost is £493 excl. VAT. **Cllr Pharo** suggested that he approaches the company as he knows the owner – Cllr Galley asked that he gets a quote in writing.

The Chair stated that the magazines improve every time and this edition is a great one. Cllr McDonald commented that the policy needs to be revised and it was agreed that an agenda would be made for the **next meeting** for adoption.

Cllr Waine noted that there is no date in the magazine stating when the next edition is due.

Christmas Event – agreed that the lights for the Memorial Gardens need to be considered for next year as too close to organise this year. **Cllr Bailey** has sourced additional lights as discussed at the last meeting and he will send the **Clerk** the links who will order.

Gateways – **Clerk** to continue chasing Keepmoat and even suggest to them that we could source and order, and they could fund.

Cllr Abbott arrived at this point.

Verges – with Jasmine Wiles, ECC. It was discussed that building company employees are parking on the verges on the Sheepcotes Lane triangle. **Cllr Waine** agreed to visit the site and talk to them to ask them politely to park elsewhere as they are churning up the verges.

Kerbs – no reply from Jo Beavis as yet. Impressed at the speed of ECC in response to issues with bus stop kerbs – proformas to be completed on Monday.

Youth Participation meeting date to be arranged.

- **General Reports from meetings since 10th October**

Cllr McDonald attended:

- Quarry meeting held yesterday.
- Patient Participation Meeting at the Surgery. Only Cllr McDonald was in attendance, with apologies from the Practice Manager the next day stating that she had forgotten. Surgery have suggested putting up a sign for the surgery at the front of the Co-op site. Cllr Galley confirmed that it depends on where the sign is placed as to whose permission should be sought.

Cllrs Waine and Abbott attended the IWMF liaison committee meeting which was discussed further during Cllr Abbott’s report.

- **ECC/BDC reports – update**

The report book was available to view at the meeting.

At this point the Chair asked for Members’ agreement to go back up the agenda to allow Cllr Abbott to make his report. Agreed.

1118/FC1367 Report from District/County Councillor

Cllr Abbott reported:

- Objection to Bower Hall planning application made.
- Redrow Planning applications regarding the hedge are going to BDC Planning Committee on Tuesday 20/11. Cllr Abbott has registered to speak regarding the 370m of hedge proposed to be removed. Only 18 objections to date, including SEPC.
- Keepmoat – He believes that ECC, Highways, are not happy that the original plans have not been adhered to, including the fact that there are no details about installing a gateway yet. **Clerk** to contact, again.
- IWWMF meeting – incinerator operators now involved – this is now taking priority. Permit application is soon to be made – stack now proposed to reduce to 35m but reasons why not clear. Legally the air outside the facility does not have to be measured, only inside.
- Bradwell Quarry meeting – grateful for their support to projects in the village. Question is whether they now go for an enormous site on the Coggeshall side, but this is still undecided.
- LHP – Sheepcotes Lane will be made a quiet lane but not sure if for its entirety at this stage. Great communication now within LHP but sadly not enough money. Cllr Ashford asked if there was news on the footpath on Boars Tye Road? Cllr Abbott replied that he is trying to get a meeting organised.
- Top 20 pot hole and path defects have been sent to ECC. On the list Silver End has 2 - top end of Temple Lane and 1 in Valentine Way.
- PRoW – the pathway behind Bristol Court, that the Clerk received a complaint on recently from a Member of the Public is not a PRoW. Cllr Abbott has walked the path but cannot find the issues raised. The **Clerk** will attempt to clarify.
- PRoW by the stables has now been cleared which is very positive news.
- Pathway tarmacking in Silver End – ECC have no plans to do the side roads although it is not clear why, he is seeking clarification.

Cllr Hughes arrived at this point.

Cllr McDonald raised queries about the Western Road application – contradiction of tree figures relating to access. Cllr Abbott will attempt to find out why. Also, who would be responsible for the hedge once building is complete – Cllr Abbott believes that this will be a contractor issue.

Cllr Abbott was thanked for his attendance and his report and left the meeting at this point, along with the 2 Members of the Public.

The Chair called the meeting back to its original order.

1118/FC1371 Finance

Payments made since the last meeting on 10th October:

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

Payments to be made:

Petty cash	13.92	BDC office service charge	40.00
E-on	37.61	Essex Pension Fund	454.54
P&J Taxis	80.00	Bee Brook	264.00 (see 1118/FC1372)
BHIB (insurance)	787.07	Speedprint (WoSE)	601.00

All agreed.

Bank Balances

Current Account	£ 3,753.63
Deposit Account	£ 18,034.50

1118/FC1372 Memorial Gardens – future maintenance funding and implications

The Clerk reported that BDC have been in consultation with Bee Brook to determine what they believe is needed timewise in the Memorial Gardens to provide the standard of work required to keep it to a good standard. They suggest that it would mean increasing the monthly cost from £220+VAT to £415+VAT. An additional tidy up fee of £920+VAT would be required which BDC are prepared to cover. If SEPC decide to proceed on this basis BDC would increase the annual partnership figure to £3,210, which would mean SEPC's contribution increasing from £600pa to £1770pa, a net contribution increase of £1,170. All of the annual figures exc. VAT.

The Clerk confirmed that she has been in touch with Bee Brook to query the last payment. Bee Brook stated their disappointment that councillors have doubted their visits. They reported that during October one operator visited twice to cut around the tulip tree and the nursing home, to pull weeds from the long borders adjacent the nursing home and cut the long grass strip between the long beds. A second operative spent a whole day hand weeding, not hoeing, all of the rose gardens. They agreed that all further works will be documented and photographed. Cllr Ashford commented that SEPC may find it difficult to find a commercial company to do the work any cheaper. Cllr Hughes stated the importance of maintaining high standards and if the Gardens are handed back to BDC the standard may slip. Cllr Galley stated that were it to go back to BDC they are then accountable and can be monitored and chased. Cllr Bailey commented that it is easy for companies to be complacent and prices can differ greatly.

The **Clerk** was asked to go out to tender on the basis of BDC's proposals with Bee Brook. The Clerk queried this on the basis that a contribution from SEPC to that level does not look sustainable at this point. Members felt that there is no reason why we can't scale down after that. To be discussed/agreed/declined at **budget discussions** in January.

1118/FC1373 **Santa Patrol – donation request**

Letter received from 1st Silver End Scout Group seeking donation of £100 towards the cost (they have experienced some one-off additional costs this year) of the annual Santa Patrol plus a request for support from volunteers to assist with the patrol itself on Sunday 23rd December, leaving the Scout Hut at 3.30pm. Any donations are split 50/50 with the Scout Group and their chosen charity which this year is the Rainbow Trust. Cllr Ashford commented that FOSES and the Scouts used to run the Santa Patrol together but the former are no longer in existence. Therefore, Scouts are taking the project on alone. It was agreed that it would be a good way for SEPC to be seen to be doing something fun and positive in the village as acknowledgments of contributions will be made.

Cllr Ashford declared an interest as did Cllr Hopkins in 1118/FC1364. Both took no part in the voting process.

Cllr Hughes proposed a **£100 one-off donation** with Cllr Bugg acting as second. No further proposals. Vote: All in favour.

1118/FC1374 **Consideration to be given to entering the Village of the Year**

Cllr Galley mentioned the RCCE Village of the Year Competition to all Members and asked whether or not it was worth applying. The Clerk was asked to investigate potential costs and what is involved to enter. Some Members were sceptical on the basis that it was done several years ago and takes a lot of effort with little success but it was agreed that it may encourage villagers to take pride in their village. If the decision is made to proceed with an application a meeting of all groups and organisations could be planned. **Clerk** to get an application form from RCCE and make this an **agenda item** for next meeting.

1118/FC1375 **Agenda Items for the Next Meeting**

The future of the Luncheon Club

RCCE Village of the Year Competition

Next Full Council meeting to be held on Wednesday 12th December.

There being no further matters to discuss the Chair called the meeting to a close at 21.17pm.