

SILVER END PARISH COUNCIL

Minutes of the Full Parish Council meeting held on 12th June 2019 in the Parish Council Office, Silver End Village Hall.

Present: Cllr Ashford (acting Chair,) Cllr Waine, Cllr Bugg, Cllr McDonald, Cllr Hughes, Cllr Holmes, Mrs Temple (Clerk,) Cllr Abbott (left after 0619/FC1468) and Cllr Wright (left after 0619/FC1468.)

0619/FC1463 **Apologies for absence:** Cllr Galley and Cllr Hopkins.
Absent without apologies: None.

0619/FC1464 **Declarations of Interest** by Members in respect of any items on the agenda.
Cllr Waine - 19/00846/FUL - Building adj. to Boars Tye Barn, Boars Tye Rd.

0619/FC1465 **Members of the public** are given an opportunity to speak at this point, however none were in attendance.

0619/FC1466 **Minutes of the last Full Council Meeting** were agreed and signed as a true record, taking into account:

- Cllr McDonald – Correspondence should read lorry by junction of Temple Lane and School Road, not the pub.

Matters arising:

The Clerk reported that:

- Declarations of Acceptance and Register of Interest Forms are now only due from Cllr Holmes. She handed to them to **Clerk** who will send them with the others to Steve Daynes, BDC.
- She was asked to remind all Members of the next LHP meeting on June 20th at 7.15pm to support Cllr Abbott regarding the proposed 20mph scheme in Silver End. **Clerk** to book attendance of Cllrs McDonald and Hughes with the panel.
- The **Clerk** has sent an up to date list of all outstanding items, on the Co-op site, to Joscelyne Chase.
- Toilets in the Memorial Gardens still shut whilst BDC consider whether or not to re-open them due to cost. Cllr Bugg mentioned that there have been issues of misuse of the toilets in the hall with the taps being left on. **Clerk** to put note on board to explain why the toilets are not in use.
- Lights are not working in the office. Appears to be since 80's event where the power tripped. BDC stated that they felt it might be an issue in the office itself, but S Clark kindly visited yesterday and made them temporarily good, stating it is a supply issue, therefore, not an SEPC issue, rather one for BDC. **Clerk** will notify them and ask that they cover the cost of the electrician.

Cllr Bugg reported that Lyn Parker has recently died. All agreed that the **Clerk** should send flowers and a card to John Parker at Boars Tye House.

0619/FC1467 **Report from District/County Councillors**

Cllr Abbott reported the following:

- He will chase BDC about the toilets too.
- Local Plan and Conservation Guide – very quiet at BDC due to long hiatus with no meetings. He and Cllr Wright are two of a group of 8 councillors working together to try to get Local Plan moving on as fast as possible.
- Gladman have put in for 400 houses in Tye Green.
- Environment Agency re incinerator - no response yet.
- LHP meeting – Chairmanship has changed. Concern that there may be less sympathy shown to some of the issues that have been on the list for a while. Ideally needs support for 20mph. Already agreed that Cllrs McDonald and Hughes to attend in support of the scheme. Offer on table from ECC to provide LHP with approx. additional 200k if BDC match it. His group will try to budget bid for next year.
- Tree in Valentine Way has been taken down and he agrees that it does appear to have been diseased. Thanks to Cllr Ashford for reporting gas workings issues near the school.
- A new initiative from Cllr Kevin Bentley – top 5 paths that require work. Cllr Ashford suggested Silver Street as there are problems outside no. 4 where tree roots have raised the pathway. Cllr Bugg suggested Boars Tye Rd re the sunken drains. Also, Silver Street, outside the Congregational Church by the Memorial Gardens. Can also include verge issues but may be best to concentrate on pathways at this point.
- Granny's Alley – not ECC so he will contact BDC and Greenfields.
- Keepmoat development– area to front used for parking has been restored to ditch and bank. Chasing them regarding unauthorised advertising.
- Redrow – BDC Enforcement not replying to emails, but dust issue resolved as it's wet. Where lorries are entering site is an illegal access – loose gravel right up to the edge of the tarmac – stones and mud on the highway. Cllr Ashford asked if they can they be encouraged to start the permanent entrance to stop use of temporary lights? Met Bellway last week, site opposite Rickstones, are constructing access first so lorries can unload on site.
- Library – ECC state no decisions made as yet, going to Cabinet next month. Tier 4 libraries are not required to meet a comprehensive library service, they will be run by the local community and therefore if not, it will close in Silver End. He has asked for more options but has heard nothing. He has a strong impression that it will be closed. It is deemed acceptable to walk from Silver End to Witham Public library – even though it is so far and there are no footpaths. Silver

End still has 80% of original membership. Mostly used by young children and the elderly and therefore the least likely to be able to walk to Witham. So frustrating when Silver End library is co-located. Cllr Abbott stated that if the village wants to run it as a community, he will support it. All agreed to put an article in WoSE saying that if the library closes would there be any volunteers. **Cllr McDonald** will write something with a tear off slip. Cllr Holmes suggested that she is happy to put herself forward on behalf of Silver End PC. **Clerk** to make an agenda item following the distribution of the magazine.

- He and Cllr Wright have an annual Councillor Community Grant of £1500 each, available for projects in their wards.

0619/FC1468 **Proposed joint working with Rivenhall Parish Council**

Cllr Abbott stated that as he has been re-elected Chair of Rivenhall PC, and Cllr Wright Vice-Chair. Would make sense for Silver End and Rivenhall to work together and include Cressing too as they currently only have 4 Members. Cllr Abbott and Cllr Galley have spoken about the possibility of joint working regarding common projects etc. Intention is not for a decision-making forum but for a supportive one. Comments:

Cllr Ashford – Cllr Galley had raised the current issue of 2 village magazines to cover both villages. Rivenhall's magazine is produced by the church and there is a long history with Silver End. Perhaps one magazine could cover all three villages? Cllr Ashford proposed that he contact the other two councils to discuss joint working and to explore possibilities. Ideally join them for their next meetings to suggest meeting a few times a year. Cllr Hughes acted as second with all Members being in agreement. Cllr McDonald agrees stronger as a group working together. Potentially help each other with services etc.

Cllr Abbott – important to support each other where there is any overlap. Not look to undercut anything that each parish does. BDC routinely ignores parishes regarding S106 monies and often the decision is made by officers rather than parishes themselves. Cllr Hughes suggested initial approach should be on a working party basis but without any financial implications.

Cllr Abbott will arrange an agenda item for Rivenhall's July meeting and hopefully Cllrs Galley and Ashford will attend along with any other Member.

Cllrs Abbott and Wright were thanked and they both left the meeting at this point in the meeting.

0619/FC1469 **Planning Applications**

Application No: 19/00901/HH 41 Francis Way

Replacement to existing fenestration with aluminium Heritage windows

Objection: in contravention of current Conservation Guidelines.

Cllr Waine will attend BDC's planning meeting to support the objection.

Application No: 19/00965/HH 4 Rebecca Gardens

Erection of two storey side and rear extension and single storey rear and front porch

No comment.

Application No: 19/01015/COUPA Livermores, Boars Tye Road

Notification of prior approval for proposed change of use of storage building to dwelling (C3)

No comment required

Application No: 19/00127/TPOCON 29 Broadway

Tree works

Cllr Waine commented as the Tree Warden. Overgrown trees to front. In his opinion no objection but please replant with a suitable replacement

Planning Applications received after agenda setting

Application No: 19/00846/FUL Building adj. to Boars Tye Barn, Boars Tye Rd

Conversion of mixed-use building and erection of single storey extension to form a new dwelling

Cllr Waine has registered an interest and took no part in discussions.

Objection: Application states it is not in the Conservation Area, however it is and is closely surrounded by three listed buildings

Would not meet the back to back boundary distance, particularly due to close proximity with Boars Tye Barn as per Essex Design Guide. Hedge borders with the road should be retained and maintained.

The matter of over development of site was discussed but most agreed that this is not the case.

0619/FC1470 **Correspondence**

S Hopkins – looking for volunteers for Silver Fest on Saturday 6th July. Ideally for set up from 8am in the Scout Hut but also people to work behind the bar later in the afternoon into the evening. Get in touch with him direct if able to offer help.

ECC – re upcoming work on A12, junctions 19-23. Taking place for 6 weeks from late June, 9pm-5am on weekdays, with the exception of Saturday 29th June 9pm to 8am.

H Thomson – Luncheon Club – Request to hold summer tea party again this year on Friday 16th August, with no need for the minibus. Cllr Ashford proposed going ahead with Cllr Bugg acting as second. Vote: All in favour.

Carolyn Hill, Child and Family Wellbeing Centre – As a team would like to take part in some sort of community project, alongside the Parish Council and or the Heritage Society. Offering themselves as a voluntary group if a project can be suggested.

Clerk to suggest they get in touch with Greener Silver End to help with work on the community woodland.

Member of the Public – Complaint about the height of the hedges on the roundabout. These have since been cut back and therefore the problem resolved.

0619/FC1471 **Reports**

- **Police**

Clerk to chase why no monthly reports are being sent.

- **Project Plan**

Amendments/additions for the **Clerk** to make:

1. 20mph – date of LHP meeting
2. Keepmoat have started to install their gateway sign. Clerk has messaged Redrow/ECC to see if they are aware of this. They are not the signs suggested to Redrow nor are they in the correct position. Cllr Abbott is investigating, and the Clerk will notify.
3. Cllr Holmes reported on buses not being able to turn onto Silver Street when cars are parked near the junction. **Clerk** to make application to LHP to consider how best to stop cars parking on/near junction to be allow buses to turn into Silver Street. All in favour.
4. Village of the Year - update, as below.
5. Add defibs and benches as discussed later this meeting.

- **General Reports from meetings attended since the last Full Council Meeting**

Clerk - RCCE's Village of the Year – judging took place on 21/5, attended by Cllrs Bugg and McDonald and Christa McDonald. Received notification this evening that Silver End is not in the final 4 but that **feedback** will be sent after the final result is announced. General thought was that the judging went very well, and the judge appeared to be impressed at the friendliness of the village. Cllr Bugg felt it went a long way that the judge knew all about the history of the village. Cllr Ashford said that it is refreshing to know that the emphasis of the competition has changed from a 'pretty village' competition to more importance being placed on the community.

Cllr McDonald has attended the Transport Meeting. He has sent a report to all Members.

- **ECC/BDC Reports**

BDC – Clerk has notified that bins in the park are to be emptied. **Clerk** to ask Clean Team to collect the grey bin left by recycling bins and graffiti in skate bowl.

Greenfields – **Clerk** to remind Greenfields once more re parking on grass outside 12/14 Broadway.

Cllr Ashford has notified Cllr Abbott of mess being made where they currently are carrying out gas works. The latter is monitoring all of this along with issues regarding the grass outside the bungalows and the sign on Silver Street. In addition, the Stretford Court sign has been knocked down and 2 trees damaged. In places the soil has backfilled over the grass seed.

0619/FC1472 **Finance**

Payments made since the last meeting on 8th May:

Petty cash	16.44	BDC Office service charge	40.00
P&J Taxis	80.00	Essex Pension Fund	470.07
E-on	138.12	Parish Assembly refreshments	10.09
J Jeffrey (Memorial Gardens)	420.00		

Payments to be made:

S Clark (electrical work)	(max) 100.00	BDC Office Service Charge	40.00
P&J Taxis	80.00	Petty cash	17.46
Essex Pension Fund	470.07	E-on	95.66
J Jeffrey (Memorial Gardens)	500.00	Silver End Academy (L/Club meals)	559.44

All agreed.

Bank Balances

Current Account	£ 2,564.94
Deposit Account	£ 29,120.54

Internal Audit Report and Consideration to be given to a donation of the Internal Auditor's request

No issues identified during the Internal Audit with paperwork being required by the External auditor by beginning of July.

In past years SEPC has offered a **£60 fee** for the audit but Mrs Tew has always asked for the sum to be donated to a village organisation. If this is to be the case this year, she would like to suggest that the money goes to Silver End Youth FC.

Cllr Hughes proposed that £60 be donated to Silver End Youth FC with Cllr Bugg acting as second. All in favour.

0619/FC1473

Silver End Conservation Area regarding comments re applications for new windows

No formal response as yet. All agreed to work together on this with Cllrs Abbott and Wright. **Clerk** to message again to Chief Execs stating that we know that the job of the re-write has been handed to Place Services however understand that this is at the bottom of a long list.

0619/FC1474

Consideration to be given to the purchase of new plants for the Memorial Gardens

Mr Jeffrey is happy to meet with working party members to decide what areas to concentrate on and budget. Made some suggestions of plants to consider. Agreement on budget required.

Cllr Hughes proposed perennials ideally and something for the pergola perhaps as one side is in shade plus mulch for the herbaceous border and Joan Lyon Memorial. This to a max of £500. Cllr Holmes acted as second. All in favour. **Clerk** to organise a meeting in July/August for Cllrs Hughes and Bugg to discuss choices with Mr Jeffrey.

Cllr Bugg reported that the level of work was not keeping up with the growth and did not see evidence of all works done in May and feel only one day's work can be seen in June. He isn't sure where the work is being done and hedges have not been touched although he could be allowing the hedge to fill in but if that is the case it should written on the report. Good work done

in the rose garden.

Clerk to put this on the Project Plan to ensure that it is discussed every meeting. Additionally, **Clerk** to chase re May return for the monthly walk around before each meeting.

0619/FC1475 **Christmas Lights**

Cllr Ashford needs to arrange a meeting with Mr Lay. Cllr Bugg reported that the lights have been purchased but light supply required. **Clerk** to bring lights in for storage and make this an agenda item for next month.

0619/FC1476 **Bench Seats**

Cllr McDonald asked for Members to give to consideration to the installation of two benches at the bus stops on Western Rd by the junction with Grooms Lane. Cllr McDonald believes there to be a need for benches along the way on the verge by the chalet bungalows by the bus stop. Clerk suggested that ECC should be approached as a first port of call. All agreed that a proforma should be completed for the LHP. **Cllr McDonald** will visit the **Clerk** in the office on Monday.

0619/FC1477 **Defibrillator**

Cllr McDonald suggested putting another unit by the pub. Landlord has contacted Greene King and thinks that they will allow them to organise things themselves. All agreed. Clerk stated that there is a need to consider funding options as it has not been budgeted for. **Agenda item** when some progress has been made.

0619/FC1478 **Window on Silver End**

Cllr Ashford asked who made the decision to extend the date for entries to June to 10th. It is assumed that it was Ms Redmond but Cllr Bugg thinks it won't affect the publication date. A date needs to be arranged for the Working Party to meet Ms Redmond. **Cllr McDonald** will notify Cllrs Galley and Bugg.

0619/FC1479 **Agenda items for next meeting**

Most are detailed above.

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

CLOSED SESSION

0619/FC1480 **Staffing Issues – Retirement**

Next Full Council Meeting – 10th July.

Apologies offered by Cllr Ashford for this meeting.

There being no further matters to discuss the Chair called the meeting to a close at 22.38pm.