

## SILVER END PARISH COUNCIL

### Minutes of the Annual Parish Council meeting held on 8th May 2019 in the Parish Council Office, Silver End Village Hall.

**Present:** Cllr Galley (outgoing and continuing Chair,) Cllr Waine, Cllr Bugg, Cllr McDonald, Mrs Temple (Clerk,) Cllr Abbott (left before 0519/AP1452) and Mr Hughes (Co-opted during 0519/AP1445.)

The outgoing Chair offered congratulations to all present on their election onto Silver End Parish Council.

#### 0519/AP1443 **Election of the Chairman of the Parish Council and Chairman's Declaration of Acceptance of Office**

The outgoing Chair asked for nominations.

Cllr McDonald nominated Cllr Galley with Cllr Waine acting as second.

As there were no further nominations a vote was held: All in favour, therefore carried. Cllr Galley continued in the Chair, after completing a Declaration of Acceptance of the position for the new term.

0519/AP1444 **Apologies for absence:** Cllr Ashford, Cllr Holmes and Mr Hopkins.

**Absent without apologies:** None.

#### 0519/AP1445 **Parish Council to fill any vacancies left unfilled at the election by reason of insufficient nominations. Consideration to be given to the Co-option of Mr Philip Hughes and Mr Simon Hopkins**

All Members were in receipt of both application forms in advance of the meeting.

**Mr Hughes:** Mr Hughes left the room at this point. Cllr Galley proposed co-option, with Cllr Bugg acting as second. Vote: All in favour, carried, at which point Cllr Hughes was asked to return to the room and join Members at the table.

**Mr Hopkins:** Cllr McDonald proposed co-option despite Cllr Hopkin's absence, as he is well known having served on the Parish Council previously. Cllr Galley stood as second. Vote: All in favour and therefore carried.

#### 0519/FC1446 **All Members' Declarations of Acceptance of Office & Registers of Interest**

The **Clerk** will notify Cllr Hopkins and send him the relevant forms, as with Cllrs Ashford and Holmes.

All others completed and returned theirs to the **Clerk** at this point in the meeting in order to be forwarded to Steve Daynes, BDC.

#### 0519/FC1447 **Election of the Vice-Chairman of the Parish Council**

Cllr Hughes nominated Cllr Ashford in his absence with Cllr McDonald acting as second.

As there were no further proposals a vote was held: 4 in favour with Cllr Bugg abstaining.

#### 0519/FC1448 **Election of 3 members of the Employment Committee to include the Chair and the Vice-Chair**

With Cllrs Galley and Ashford already included, the Chair asked for nominations for a third member.

Cllr McDonald proposed Cllr Bugg with Cllr Hughes acting as second. With no further proposals a vote was held: All in favour and therefore carried.

#### 0519/FC1449 **Election of 3 members of the Finance Committee**

As set out in the Financial Regulations this will continue as the Chair, The Vice-Chair and the Clerk.

0519/AP1450 **Declarations of Interest** by Members in respect of any items on the agenda.

None offered.

0519/AP1451 **Members of the public** are given an opportunity to speak at this point.

None in attendance.

Upon the Chair's request all agreed to allow Cllr Abbott to speak and move his item up the agenda.

#### 0519/AP1454 **Report from District/County Councillor**

Cllr Abbott thanked the Chair and reported that:

- Cllr Bob Wright has also been elected to Silver End and they plan to work together and will rotate from one meeting to another with Cressing. Several wards are planning to work together within a co-operation agreement.
- Applications refused for waste site on 3 different grounds, including it being too large. However, this is subject to further consultation. Refusal can be appealed, and the Environmental Agency could still approve the 35m stack. Decision expected in June.
- Concentrating on Local Plan and move forward with the Conservation Guide. Local Plan looks likely by 2021.
- LHP – June 20<sup>th</sup>, 7.15pm – will propose the 20mph limit in the village therefore attendance from SEPC would be much appreciated. **Clerk** to remind all Members at the meeting in June.
- Mr Bacon, Silver End resident – TPO application for 4 trees, Cllr Abbott supported application and TPO has been granted.
- Valentine Way highway has been fully repaired.

- Valentine Way – concern re White Beam trees; 2 identified as diseased. 2 will have to come out and some new have already been planted.

Questions posed to Cllr Abbott:

- AW – Site at T junction by water tower towards Cressing is very untidy. Cllr Abbott reported that ECC don't see it as a priority but that he will continue to push them.
- KM – Asked for an update on adoption of the Daniel Way alleyway. Cllr Abbott will speak to ECC, to see if they might adopt it along with the one at the Congregational Church.
- KM – Granny's alley – query about ownership. Cllr Abbott reported that he believes it to belong to be Greenfields although SEPC workforce keep the weeds down. Also issue about how the chicanes affect those with mobility scooters/wheelchairs.
- KM – who reports drainage issues. Cllr Abbott responded that either he can do so online, or via the Clerk or him.
- KM – food waste – where do BDC take their food waste to. Cllr Abbott was uncertain, initial thoughts Halsted. He will find out for certain. Cllr McDonald suggested putting info on the BDC news page.
- KM – article in B&W Times re money potentially for the surgery in Silver End. He has already mentioned to the practice manager.

Cllr Abbott was thanked for his report and his time and left the meeting at this point. The Agenda resumed in its original order.

#### 0519/AP1452 **Appointment of Parish Council Representatives to outside bodies/working parties:**

It was agreed that this item would be re-visited at the **meeting in July** when more Members will be in attendance. Initial names were put down at this point:

- BALC (1) Cllr McDonald appointed.
  - Public Transport (1) Cllr McDonald appointed.
  - Parish Footpaths (1) Cllr Hughes appointed.
  - Parish Tree Warden (1) Cllr Waive appointed.
  - Window on Silver End Working Party (3) Cllrs McDonald, Bugg and Galley appointed.
  - IT Co-Ordinator (1) In his absence Cllr Hopkins appointed – to be confirmed at the meeting in July.
  - Safer Silver End Representative (3) – remove as no longer required
  - Silver End Events Working Party (3) – Cllr Bugg appointed but more names will be required at July's meeting.
  - Silver End Development Working Party (3) – Cllrs Galley, McDonald and Ashford were appointed.
  - Parish Youth Participation (1) – All agreed to leave this for now due to issues at the school.
  - Internal Auditor (1) – Mrs Tew appointed.
  - Parish External Funding – Cllr Galley suggested that all Members should be responsible for looking at ways of gaining external funding as part of the project plan and therefore all are responsible. Decide formally at July's meeting.
  - Silver End Conservation Area Working Party (3) – Cllrs Hughes, Waive and Bugg appointed.
  - Doctor's Surgery Liaison Group (1) Cllr McDonald appointed.
  - Maintenance of the Memorial Gardens Working Party (2) Cllrs Hughes and Bugg appointed.
- Update from Cllr Bugg on the new contractor – impressed by work so far and hopeful he will continue in the same vein.

0519/AP1453 **Minutes of the last Full Council Meeting** were agreed and signed as a true record, taking into account the following:

- 0419/FC1433 – should state building that is owned by BDC.
- 0419/FC1436 – copy of WoSE for the website – **Cllr McDonald** queried how far back the copies are required.

#### **Matters arising:**

The Clerk reported that:

- No further info re outstanding matters with Joscelyne Chase – **Clerk** continues to pursue.
- Gateway designs sent to Redrow and Keepmoat. The latter have responded that they are happy with suggestions and have forwarded them to ECC who have the final decision.
- Confirmation that the initial 5 streets on the Redrow site will be named after Silver End WWII veterans that lost their lives and are commemorated on the Memorial in the Village Hall. The names used will be – Dowsett, Jewitt, Radley, Raven and Wylds.
- A letter of thanks has been sent to David Forkin, ECC, for his assistance in resolving the long outstanding issue of adoption of the pathway to the side of the Congregational Church.
- Vehicle reported for inconsiderate parking on Western Road.

Cllr McDonald reported that 1<sup>st</sup> June is the cut off time for items for the next edition of WoSE.

#### 0519/AP1454 **Report from District/County Councillor**

This item was moved up the agenda and follows 0519/AP1451.

#### 0519/AP1455 **Planning Applications**

**Application No:** 19/00591/HH 32 Valentine Way

Two storey side and rear extension, single storey rear extension

Objection: Contravention of conservation guidelines.

Cllr Waive will attend to object. **Clerk** to notify of date.

**Application No:** 19/00700/FUL Old Slaughterhouse, Boars Tye Road

Construction of business centre

Cllr McDonald raised concerns that all doors, including exit, face inwards. Should they face outwards when more than 60 employees proposed? No evidence of a pathway from the main road for bus users and pedestrians. Increase in volume of traffic from the existing entrance.

Cllr Hughes - concern about additional development outside the village envelope. Do want additional employment but ideally more centrally in the village. Do not wish to see any hedge further removed.

SEPC Comment – no objection to basic principle but draw BDC’s attention to an inevitable increase in traffic volume onto road at that point of bend where there is poor visibility. Current turning off road is for small development and not designed for so much traffic. Do not want to see the hedging removed.

**Application No:** ESS/36/17/BTE Land at Rivenhall

Increase stack height

**Application No:** ESS/37/17/BTE Land at Rivenhall

Continuation of IWMF without compliance to conditions 2, 14, 17 and 56

Cllr Hughes reported that these 2 applications are duplicated and therefore the need to comment is not required. Original objection still stands and is still valid.

#### **Planning Applications received after agenda setting**

**Application No:** 19/00800/HH 50 Temple Lane

Demolition of conservatory and construction of single storey rear extension

No objection.

#### **0519/AP1456 Correspondence**

ECC – details of Public Notice relating to order made to introduce a Disabled Badge Holders only restriction from 12-14 Broadway for approx. 5.8m.

Passenger Transport – Next Meeting on 5<sup>th</sup> June, 10am-noon, Braintree Town Hall. **Cllr McDonald** to attend, **Clerk** to send agenda.

Farleigh Hospice – have a new outreach vehicle and are looking for suitable locations to park, enabling them to reach more of the community. **Clerk** to suggest they come to the summer fete.

Member of the public – concern over the Memorial Garden ducks. Requests:

- Sign by the pond stating that ducks should not be fed bread.
- Request to Co-op and newsagent to sell duck feed.
- Notice of ducks crossing in Francis Way.
- Deterrent for children to not chase/harass ducks in the Gardens.

**Clerk** to forward to BDC.

Member of the public – raised concerns over parked cars on Western Road obscuring view around corner by the pub. **Clerk** to pass onto North Parking Partnership – SEPC have tried to dissuade lorries and vehicles in the past – have they any further suggestions as continues to be a worrying problem. Copy Greenfields as some of the houses are theirs.

#### **0519/AP1457 Reports (urgent only)**

Cllr Bugg asked why the Memorial Gardens toilets are shut – **Clerk** to investigate.

**Clerk** to contact Steve Wilson, BDC, to ask why the bin has not been emptied by the Greener Silver End section in the Memorial Gardens, nor the one by the corner of the hall.

#### **0519/AP1458 Finance**

##### **Payments made since the last meeting on 10th April:**

Petty cash	18.11	BDC Office service charge	40.00
P&J Taxis	80.00	Essex Pension Fund	454.54
E-on	165.76	EALC membership	643.36
HMRC	1686.74	Silver End Academy (L/Club)	514.08
J Jeffrey (Memorial Gardens)	420.00		

##### **Payments to be made:**

Petty cash	16.44	BDC Office service charge	40.00
P&J Taxis	80.00	Essex Pension Fund	454.54
E-on	138.12	Parish Assembly refreshments	10.09
J Jeffrey (Memorial Gardens)	420.00	E-on	42.58

All agreed.

##### **Bank Balances**

Current Account	£	4,101.21
Deposit Account	£	34,120.54

#### **0519/AP1459 Silver End Conservation Area regarding comments re applications for new windows**

The **Clerk** has emailed the Chief Executives for both BDC and ECC following no replies from either Mr Paggi or Mr Page. She

believes that due to the elections there has been reduced correspondence from both authorities so plans to message again in the hope of a response for consideration at July's meeting.

0519/AP1460                    **Consideration to be given to the purchase of new plants for the Memorial Gardens**

It was discussed that as BDC have spent a large sum on the Gardens this year that SEPC should pay for some additional planting, within reason.

Cllr Galley suggested speaking to the contractor to get a quote for what he deems suitable and ask him for costing. For autumn planting. **Clerk** to ask for details of costings and for his suggestions.

0519/AP1461                    **Staffing Matter**

Following matters previously discussed in closed session at the last two meetings, the Clerk was saddened to report that Mr Game has decided that it is time for him to retire. This after over 25 years of service. He retired with agreement that his last day would be the 30<sup>th</sup> April.

Currently, and for the last week, Mr Tearle has been opening and closing the gates every day.

Consideration to be given to asking Mr Howard to cover Mr Game's 2 days. Agreed that the **Clerk** should arrange for Mr Howard to lock/unlock on those two days.

Also need to consider keeping tidy the skate bowl, the village hall field, the bottle banks, Granny's Alley and the cut through by the Congregational Church.

The triangles at Sheepcotes Lane and Temple Lane also need to be considered. The Clerk asked Mr Jeffrey (contractor for the Memorial Gardens) to give a quote which he agreed to do happily for £80pm.

Cllr Galley stated that it needs to go to Employment Committee to consider a proposal of the best way forwards. **Clerk** to arrange a meeting before the next Full Council.

**Agenda item** for next meeting where a decision will also be made about a suitable gift for Mr Game.

0519/AP1462                    **Agenda items for the next meeting**

Christmas lights – Cllr Ashford

Bench seats – KM

Defibrillators – KM

Plants for Memorial Gardens

Conservation Area Guideline

Staff retirement

Next Full Council Meeting – 12<sup>th</sup> June.

Apologies offered in advance from Cllr Galley.

There being no further matters to discuss the Chair called the meeting to a close at 21.37pm.