

SILVER END PARISH COUNCIL

Minutes of the Full Parish Council meeting held on 9th October 2019 in the Parish Council Office, Silver End Village Hall.

Present: Cllr Galley (Chair,) Cllr Waine, Cllr Bugg, Cllr McDonald, Cllr Hughes, Mrs Temple (Clerk,) Cllr Abbott (left after 1019/FC1523) and 1 member of the public (left after 1019/FC1523.)

1019/FC1519 **Apologies for absence:** Cllr Ashford, Cllr Holmes, Cllr Hopkins and Croudace Homes.
Absent without apologies: None.

1019/FC1520 **Declarations of Interest** by Members in respect of any items on the agenda: None offered.

1019/FC1521 **Members of the public** were given an opportunity to speak at this point.
The Member of the Public came to discuss the toilet closure in the Memorial Gardens. The Chair explained that it was closed due to vandalism but that it should now be opened daily.

1019/FC1522 **Minutes of the last Full Council Meeting** were agreed and signed as a true record of the meeting, taking into account the comment added to 0919/FC1514 by Cllr Bugg stating that the volunteers have never left any garden waste behind them to be picked up the contractor; they always tidy up.

Matters arising from those minutes

The Clerk reported that:

- Co-option should now be an agenda item for November.
- Copy of Cllr McDonalds proposed wording regarding the listing of properties (0919/FC1514) was given to all. All agreed that the **Clerk** should send to Head of Planning as agreed at last meeting.
- Greenfields are looking into maintenance of the Magdalene Crescent pathway following Clerk's message to Rikki Bert. **Clerk** has asked for confirmation that this will form part of their regular maintenance schedule. Cllr Abbott added that he has requested that the Rangers tidy the pathway by the Congregational Church, but they are currently very busy.
- One of the amenities staff has signed and agreed their new job specification. The other is ill so was unable to attend the meeting. **Cllr Galley** has agreed to carry out a refresher for both members of staff to use the leaf blower.
- The **Clerk** has messaged the Chief Exec. Of BDC, Andy Wright, again about the planning issue raised in the press. She awaits a formal response.

1019/FC1523 **Report from District/County Councillors**

Cllr Abbott reported:

- No further news about the Conservation Guideline but he is pushing hard to get things moving, with full consultation.
- LHP meeting – scheme at school has been agreed but not funded, as has the grasscrete issue. Bus shelters – need new pro-formas which he will complete.
- ECC agreed to repair the unstable railings in Valentine Way.
- Planning – currently 88% of applications are for land not agreed for development.
- All of the recent meetings that he held locally were very well attended. Concern raised over the Croudace development due to the size of the field. If a minimum of 300 homes are approved, it will be over 2000 new build properties within the ward; all due to the failure of the local plan. BDC stated that the villages shouldn't be taking the brunt of it...but they are.
- Redrow leaflet – dust issues are said to be mitigated – they're not. Still not using wheel washes and are putting mud all over Western Rd. Regularly breach working hours. Chasing them about lighting issues; all in contravention of plans.
- No response as yet on the position of either gateway signs.
- First Cluster meeting went well.
- He is looking to find out why tetra packs are no longer acceptable in recycling – as stated on the new calendar.
- Query from resident about who built the Broomfield estate? Members thought it might be Fairview.

Cllr McDonald raised issues relating to the following:

- Issue with the proximity splay inconsistencies.
- Contributions relating to S106 monies.
- Removal of trees in Grooms Lane.

Cllr Abbott was thanked for his report and left the meeting at this point along with the Member of the Public.

1019/FC1524 **Planning Applications**

No applications were sent in advance of the meeting.

Planning Applications received after agenda setting

None received.

Comments following Croudace Homes presentation

Apologies offered once more by Croudace Homes for non-attendance on the basis that they are not in a position to present at this point in time. Their intention is to now go straight through to public consultation.

1019/FC1525 Correspondence

Member of the public – issues continue with resident experiencing problems with a tree at the rear of the property. The Clerk has done all she can to assist but is able to do no more as it is a private matter, with no connection to SEPC at all.

Remembrance Service 2019 – to be hosted by the Congregational Church, 10th November, 10.45, in the village hall. Clerk asked who will be presenting on behalf of SEPC. Cllr Waine stated that there should be a rota rather than it always being him. Cllrs Galley and McDonald are attending services elsewhere. It was agreed that the **Clerk** should ask Cllr Ashford to lay the wreath as he is Vice Chair, but that Cllr Waine will step in if he is unable to. All agreed that the wreath should be recycled, and a donation made.

Redrow – copy of update sent to local residents.

1019/FC1526 Reports Police

Reports are being sent weekly once more from the Police rather than EALC.

Project Plan (matters arising)

WoSE – project plan has gone in as usual on behalf of SEPC. Some items still coming in over 300 words which makes it unfair on those that stick to the limit plus different fonts being used. Agreed to send out an email to all contributors to re-iterate amount of words and make it easier to edit if all in different fonts and sizes. Agreed that if over 300 words then the report doesn't go in. Once this edition is printed then they will meet again before the next edition. Gone to print this week. **Clerk** to send details of advert charges to the Working Party.

Christmas Event – the Clerk reported that despite initial fears the hall has been booked for the 7th December. Hire a Hall would like to offer the hall free of charge as their contribution to the event but do ask for a **£100 refundable deposit** along with the paperwork. Are Members happy to do this on behalf of SEPC? All agreed. Cllr Bugg reported that everything appears in hand including a Community Choir, Santa coming down Broadway, switching on lights, stalls booking for hall. Cllr Galley has written an updated risk assessment and gave an update on lights in the park. K Lay has quoted £540 to install all of the electrical equipment but that agreement is needed from BDC beforehand. Cllr Bugg was offended that he was left out of the meeting with Mr Lay when he has spent all of the last year asking to be included. It should all have happened at the beginning of the year and was discussed as such. Now it is too late again to organise in time. Cllr Hughes commented that the decision to buy more lights/equipment was made at SEPC, but it appears that Members have not communicated sufficiently, and wrong things ordered. 20mph scheme - approved but not yet funded.

Walks – Cllr Hughes has not yet completed the technical amendments. Date altered.

Grass verges and Silver Street crossing. **Clerk** to liaise with ECC.

Reports from Meetings attended on behalf of Silver End Parish Council

No meetings.

Reports from ECC/BDC

Nothing to report.

1019/FC1527 Finance

Payments made since the last meeting on 11th September:

BDC Office Service Charge	40.00	Petty cash	17.08
E-on	55.76	Essex Pension Fund	470.07
ECC Pension Admin Fee	60.00	J Jefferey (Memorial Gardens)	500.00
Christmas Lights	405.92	Microsoft (Office annual package)	59.99

Payments to be made:

BDC Office Service Charge	40.00	Petty cash	18.89
E-on	139.76	Essex Pension Fund	470.07
J Jefferey (Memorial Gardens)	500.00	Refurb of Christmas lights	213.29
PKF Littlejohn (External Audit)	360.00	Royal British Legion	20.00
Hire a Hall (deposit Christmas Event)	100.00		

All agreed.

Bank Balances

Current Account	£ 3,531.59
Deposit Account	£ 37,335.45

External Audit 2018/19

The Clerk reported on confirmation from PKF Littlejohn who have signed off the audit with no matters of concern to report and no further action required. **Clerk** to advertise.

1019/FC1528 Christmas Lights

Clerk confirmed that she has ordered the Christmas Tree. Delivery date to be confirmed but anticipated in the last week of November.

Clerk asked to write to local businesses/organisations asking them to consider making a general contribution towards Christmas lights in the centre of the village with an acknowledgement to each contributor being made in the next edition of WoSE.

Members felt it might help to give them a guideline for amounts as follows:

- Larger companies – £250
- Smaller - leave them to make the decision.

The following companies were suggested - Co-op, Black Swan, Keepmoat, Redrow, Blackwater, Valentine House, Greenfields, Fish and Chip Shop, Virgin Healthcare plus all companies on the Co-op site and any others that come to mind.

Clerk asked to send letter of thanks to Hire a Hall for providing the hall without a cost.

Thanks, offered to Cllrs Bugg, Hopkins and Ashford for re-furbishing the lights for the Co-op as they were in such a poor state last year. Hopefully they should last for a few more years.

1019/FC1529 **Memorial Gardens Maintenance**

Clerk has liaised with Greener Silver End who are happy to meet to discuss them taking on the Friends of Silver End Memorial Gardens. Cllr Hughes confirmed that he has spoken to them in more depth and they have agreed that they are potentially in a position to front a Friends of Group for the Memorial Gardens and are discussing matters in a meeting this week. They have insurance training etc.

Cllrs Bugg and Hughes visited the gardens at the weekend for a monthly maintenance inspection. Still areas untouched and feel that insufficient work being done. Cllr Galley asked them if they are happy with the contractor? Would it be a better standard if BDC took it back with the support of a Friends Group? Cllr Bugg replied that it is hard to say at this stage as no idea how many volunteers there might be. **Cllrs Galley and Bugg** agreed to complete a full assessment in the gardens and report back to the next meeting to consider whether or not notice needs to be given to the contractor.

Cllr Galley has put an article in WoSE looking for volunteers who should contact the **Clerk**.

1019/FC1530 **Ward/Cluster Meeting Report**

Held on 26th September, Notes handed to all present.

Next meeting in Cressing, 20th Feb. Cllr Galley suggested that maybe 2 representatives attend future meetings, on a rota basis. Tree planting – 125 trees for 125 years of PC's. Cllr Bugg suggested that as trees in Broadway were felled many years ago that an Avenue of Remembrance could be planted on the verges. Need to consider the sites and size of the trees to be planted and ECC's authority would be required. Cllr McDonald stated that the Woodland Trust offer trees that need to be planted in March and November. All agreed that SEPC are happy to be involved. **Clerk** to notify Cressing's Clerk of the positive response and mention the suggestion of the Woodland Trust.

The **Clerk** was asked to approach ECC to ask in principle if we could replace the rowan trees that have been lost on Broadway but with a suitable species suggested by them. This would help to reduce the damage of verges through car parking.

Handyman – at the moment not sufficient work for a shared Handyman but keep talking and perhaps if devolution takes place there may be a different situation.

1019/FC1531 **Additional bins around Co-op site**

The Clerk reported that she has been in touch with Joscelyne Chase again suggesting a meeting with them, SEPC and BDC. However, they claim to have reviewed the situation and the problem isn't that the bins are full but that the rubbish isn't being pushed down within the bins to make more room. They are considering the current situation and will notify the Clerk with their thoughts. **Clerk** suggests either replace bins or empty more regularly as the result is the same with rubbish being blown around the site.

Cllr Galley stated that more bins don't mean less litter and suggested meeting with BDC to discuss enforcement under the Environmental Protection Act.

Clerk was asked to reply to JC stating that Members are unhappy with this reply, stating that we are meeting with BDC to discuss resolving this issue that has been ongoing. Looking to resolve the matter under the Environmental Protection Act for keeping public areas clean by landowners.

Cllr Waine suggested that SEPC could take some of the work back to ensure that our staff empty the bins, but it was agreed that this should be a fall-back option if we get nowhere with BDC and the EPA.

1019/FC1532 **Conservation Guidelines**

Covered earlier by Cllr Abbott. Cllr Waine asked that the item be kept on the agenda.

1019/FC1533 **Agenda items for next meeting**

Co-option.

Conservation Guidelines (put on project plan rather than agenda)

Co-op litter issues.

Memorial Gardens.

Listed buildings (put on project plan rather than agenda)

Next Full Council Meeting – 13th November.

There being no further matters to discuss the Chair called the meeting to a close at 21.45pm.