SILVER END PARISH COUNCIL

Minutes of the Full Parish Council meeting held on 11th March 2020 in the Parish Council Office, Silver End Village Hall.

Present: Cllr Galley (Chair,) Cllr Waine, Cllr Bugg, Cllr McDonald, Cllr Ashford, Cllr Hughes, Cllr Bailey (left during 0320/FC1604,) Cllr Hopkins, Cllr Holmes, Mrs Temple (Clerk,) Cllr Abbott (left after 0320/FC1601) and 2 Members of the Public (one left after 0320/FC1599 and the other during 0320/FC1606.)

0320/FC1597 **Apologies for absence**: Cllr Wright and Cllr Bailey apologised that he would have to leave early.
Absent without apologies: None.

0320/FC1598 **Declarations of Interest** by Members in respect of any items on the agenda.
Cllr Galley declared an interest regarding 0320/FC1599 - Mark Edgell (Silver End FC) who had come to discuss the Club.

0320/FC1599 **Members of the public** are given an opportunity to speak at this point.
Mark Edgell waited for Cllr Galley to leave the room for the duration of his conversation:
He introduced himself as the current Secretary of Silver End FC. The Club need more electrical power in the pavilion. When SEPC put up floodlights SEFC assisted by putting in a cable to the tennis hut. He has spoken to Kev Lay who has said that there is sufficient power to run a cable across to the Football Club. Cllr Ashford added that the hut is currently very unstable and if it falls down the entire supply will be exposed. Either a new cable cabinet is needed, the entire supply is moved to the pavilion or else a new hut should be erected. All agreed that as a matter of urgency the **Clerk** should approach BDC to explain that there is a health and safety issue and the unstable building needs to be dealt with. All agreed that nobody has an issue of providing extra power to the pavilion. Further agreed that the **Clerk** would approach BDC to explain and ask them to either repair or consider re-direction to the pavilion. Cllr Hughes suggested that if there is a danger of exposure of the supply then we should turn it off. **Clerk** to speak to Steve Wilson, BDC, after this meeting to explain. Cllr Ashford will liaise with Kev Lay. Mr Edgell was thanked and left the meeting at this point.
Cllr Galley returned into the room.

0320/FC1600 **Minutes of the last Full Council Meeting** were agreed and signed as a true record of the meeting, taking into account the following:
0220/FC1584 – path resurfaced near Church should be clearer and state by Congregational Church.

Matters arising from those minutes

The Clerk reported that:

- She has written to the Witham Diocese (St Mary's Church) to ask that no one parks on the verges in the surrounding area. Father noted that they have asked the builders to repair when they have completed works. **Cllr Bugg** will monitor.
- She has liaised with NEPP about the parking issues on the corners of the crossroads at Broadway/Silver Street that regularly cause issues for the buses. In theory they have agreed that parking restrictions are called for and have asked the **Clerk** to complete a form. As suggested by them she has also gained the backing of the bus company, Stephenson's, who are very grateful that something might be done. Cllr Abbott has also asked the **Clerk** to apply for restrictions for the Broadway/Francis Way junction by the bush shelter for which NEPP have also provided a form.
- A follow up email to Emma Goodings, BDC and Nicholas Page, ECC, has been sent regarding additional listings for the village.
- Contact has been made with John Godleman, the new head of the surgery. He is keen to work and liaise with SEPC and has suggested that he has a new manager starting in the next month so that might be a good time to meet her too. Regarding the issues with the Wi-Fi he has explained that this is managed centrally rather than at each individual practice, but he is going to contact them to see how the situation can be resolved.
- The precept figure was agreed and amended at a 2% increase on last year.
- Four names were given to Sanctuary Homes for consideration as street names – Dormer, Sash, Fenestra and Casement.
- Poster for Friends of the Memorial Gardens has been placed in both noticeboards.
- She has chased Rikki Burt, Greenfields, regarding repairing their noticeboard, verge issues at 31 Broadway and resurrecting site meetings. She passed this over to her colleague Mark Garnham but he has not replied to the **Clerk**. She has promised to chase him.
- She has chased Jocelyne Chase again about the lines by the surgery and also notified them of the broken bollard by the post box. Their response is that the bollard is deemed structurally sound so will remain as it is currently. Regarding the lines his client has no plans to review the current markings although some of the linage falls within the remit of the surgery. The **Clerk** has asked for confirmation of which lines these are.
- Report made to ECC re pothole in road at Boars Tye Rd/Sheepcotes Lane, following roadworks – fixed already.
- Letter sent to three organisations reminding them of the word limit etc for WoSE.
- After liaising with Cllr Abbott, he is chasing ECC regarding the incorrect gateway sign installed by Keepmoat and the BDC Member regarding the update of the Conservation Guidelines.

0320/FC1601 **Report from District/County Councillors**

Cllr Abbott reported:

- Chased Cabinet Member re Conservation Guidelines.
- NEPP applications including Francis Way/Broadway parking on verges – Clerk reported this in Matters Arising.
- Gateways – ECC are resisting change to the speed limit and provided no further info on why the gateway is still there.
- LHP March 26/3. Budget for next year is even tighter and thought that there will be little money left in the budget for new projects. His priority will be School Road. The bus shelter may not be agreed as drop kerbs may need to be moved.
- BDC budget agreed, LHP matched budget was rejected.
- Councillor Community Grant available for next year for both him and Cllr Wright.
- ECC set budget - £10k allocated per Councillor – Parish Councils can apply.
- Rivenhall has approached BDC re tree planting. Suggested **Clerk** approach Mark Garnham, Greenfields, re some land in Silver End that may be available.
- Leicester Court - parking is very poor and large vehicles are unable to gain access.
- BDC are looking at improving communication. New planning enforcement officer to be employed.
- BDC gave all party support re Rivenhall Incinerator.
- Pavilion – happy with the design for lights. He suggested that the lights be put on a timer but be set to come on for movement (PIR.)
- Silver Street potholes. Subbase breaking up. He has reported the current ones, as has the **Clerk**.

Members raised the following issues with Cllr Abbott:

- KM -hammerhead on Western Rd – badly needs cleaning.
- AB – flooding issue in Sheepcotes Lane still an issue. Cllr Abbott will chase.
- AB - Many lights out in the village – Cllr Abbott and the **Clerk** will continue to chase.

Cllr Abbott was thanked for his report and left the meeting at this point.

Cllr Galley reminded all Members to pose questions to Cllr Abbott in advance of meeting to allow him time to act.

0320/FC1602 **Planning Applications**

Application No: 20/00345/HH 48 Silver Street

Demolition of existing single storey rear conservatory and erection of two storey rear extension

Lack of info on materials – should be aluminium windows as rear faces onto an open space.

Application No: 20/00229/HH 29 Valentine Way

Replacement of Crittall windows to front and side elevations with aluminium windows and new door

In contravention of current conservation guidelines.

Application No: 20/00236/HH 33 Daniel Way

Single storey rear extension and garage conversion

No comment.

Planning Applications received after agenda setting

Application No: 20/00302/HH 40 Western Road

Replacement front door

No comment

Application No: ESS/12/20/BTE Bradwell Quarry

Extraction of 6.5m tonnes of sand and gravel (A7,) retention of access onto A120, processing plant, office, weighbridge, ready mix concrete plant, bagging unit, DSM plant, water and silt management systems. Extension of internal haul road and access for vehicles via Woodhouse and Cut hedge Lanes. Restoration of A7t agriculture and biodiversity (species rich grassland and wetland.)

No comment

Application No: 20/00228/HH 60 Temple Lane

Replacement of front Crittall windows with Heritage white aluminium windows

In contravention of conservation guidelines

Application No: 20/00436/T56 Land off Western Road, adj. Temple Lane

Installation of equipment cabinet

No comment

0320/FC1603 **Correspondence**

Member of the public – Greensward in Walter Way used to dump concrete during the footway scheme. This hasn't been 'made good' and not re-seeded as promised. **Clerk** has reported this to ECC, as has the Member of the Public.

RCCE – Village of the Year 2020. Closing date for applications 24th April. The **Clerk** has feedback from last year. All agreed to do so.

Member of the public – has given the **Clerk** photos of the dirt/mud left on the roads following, what is assumed, the road sweeper from Keepmoat driving around the village. In the first instance she has sent them to her contact at Redrow but will send them to Enforcement if no action is taken. Sean Groves has since been in touch, confirming that he will look into this with the Construction Team.

BDC – Public information campaign re Coronavirus – posters to be placed on boards.

Passenger Transport – new initiative to be presented to the next round of Transport Meetings in March to improve bus shelters and their long-term maintenance paid for by advertising. Cllr McDonald reported that this is not relevant for Silver End.

Member of the Public – reports of youths climbing on the side door canopy of the village hall, using the streetlamp and the lower level building. The lamp no longer works, and the youths have been seen to take bikes onto the canopy. The **Clerk** has notified Mike Shorten, BDC, with the hope that they can find a solution to prevent this. In addition, it was reported that Jocelyne Chase are considering installing a vehicle plate recognition system (ANPR) in an attempt to prevent those that shouldn't park on the Co-op site from doing so for any protracted amount of time. Consultation with the local businesses, residents and Parish Council is expected. Cllr Ashford believes that it might be more complicated than it seems and installing a barrier to the rear would be more beneficial.
Rye Street Group – Pledge to plant a tree for every vehicle they repair, to mark their 30th anniversary. Response by either the 20th March for planting now or else they will start again in November. It was suggested that the **Clerk** request three suitable trees for the corner of Valentine Way/Temple Lane and one/two for outside pioneer stores. Cllr Bugg offered to be available if required.

0320/FC1604 **Reports**

Police

Reports are being sent weekly from either the Police or EALC.

Project Plan

WoSE – may be issues with agreeing to include a diary of events – will need a complete page so will need to consider how to move forwards with that. Cllr Bugg would like more volunteers to deliver.
Christmas Event – debrief was very positive.
Special Police Officers - scheme has now re-opened. **Cllr Bailey** reported that the Police would like to hold a public meeting to discuss policing in Silver End. All agreed that he should liaise with them.
Footpaths – Cllr Hughes has experienced some technical difficulties which have now been resolved.
Gateways – Cllr Abbott discussed this earlier, whereby Keepmoat have installed an unenforceable sign.
Defibs – Pavilion are waiting for info from Silver End Youth FC to order weatherproof cabinet to house unit outside the Pavilion, once CCTV has been installed. **Clerk** to send defib request for funding to Greene King.
Parking restrictions and grass verges – Cllr Ashford reported on an incident whereby a bus stopped, blocking Broadway/Silver Street junction while the sriver waited for another bus to make its way along Silver Street. Resulted in one bus driving 1 metre across verge as they couldn't drive properly around each other. Driver was very abusive whilst Cllr Ashford took photos and the bus drove off with doors open. As a Member of the Public, Cllr Ashford, reported this to Stephenson's – the complaint is ongoing. Most of the way down Silver Street there are large wheel tracks in all the verges. Suggested putting a flower bed on the verges protected by a fence on the corner of Broadway/Silver Street. Stop sign has also been knocked down.
Cllr Bailey left the meeting at this point.
Cllr Hughes suggested that a member of Stephenson's be invited, by the **Clerk**, to an SEPC meeting asking them to discuss the issues of driving standards in the village, particularly in Silver Street. All agreed and that the Clerk's application for road markings should help. Cllr McDonald defended the drivers on the basis that driving a bus is not easy and the wheels are not at the front. The roads in Silver Street were not designed for buses. Cllr Holmes stated that the main issues to deal with are the parking on and around the junction and that the timetable means that they regularly pass at this point.
Clerk reported that the refuse truck has been booked again for 2020/21 on 4th July and 16th January. Notices to be in the boards and sent for inclusion on the website and in WoSE.
Memorial Gardens – Cllr Bugg reported that the contractor has turned over rose beds twice, put mulch on rose beds but not herbaceous, still to do. All agreed to continue with giving him jobs. Cllr Galley reported that the wisteria is very old now and leaves contractor in a tricky situation to make it look good. Cllr Bugg suggested planting some new wisteria, needs to be blooming, looking at Autumn time. Suggested if more handprint tiles made for the Memorial Garden's birthday then put them down to left of wisteria – all agreed. Conifer by pond near pagoda, **Clerk** to notify BDC that it needs to be looked at as it is at an angle. Does not look ideal in an ornamental area and may need to be felled and replanted. **Clerk** to remind Josh to do the planting on the tow triangles. The Clerk further reported that a bush behind the wisteria was removed by BDC due to a rat problem at Valentine House.

Reports from Meetings attended on behalf of Silver End Parish Council

Cllrs Hughes and McDonald attended the Ward Meeting in Cressing. Main discussion was tree planting and will be carried forward to next meeting. Handyman - looking to share between all three parishes but the logistics look problematic. Further discussions required.
Cllr McDonald attended a Transport Meeting which was well attended. Park and Rides concessionary travellers will now be chargeable. Bus shelters discussed but only an issue if SEPC owned any.
Cllr McDonald reported that he is due to attend a meeting at the surgery on Monday.

Reports for ECC/BDC

The Clerk has reported:

- The tree issue reported at the last meeting at 33 Francis Way.
- The broken bin by St. Francis Church.
- Fly posting on the Temple Lane triangle.

Cllr Bugg referred to the lych gate at St Francis Church that in 2016 BDC offered to pay for its repair. However, this didn't happen. It is now in desperate need of repair. **Clerk** was asked to speak to BDC, find out costs and see if they will still fund. If not, there is a chance that we could apply for Cllr Abbott's grant money.

0320/FC1605 **Finance**

Payments made since the last meeting on 12th February:

Office Service charge	40.00	Eon	71.47
Petty cash	16.31	J Jefferey	500.00

Essex Pension Fund	470.07	Refuse truck	222.00
J Bailey (re trees planted)	123.00	S Hopkins (domain name)	78.70

Payments to be made:

Office Service Charge	40.00	Eon	53.47
Petty cash	18.42	J Jefferey	500.00
Essex Pension Fund	470.07	Toilet supplies	37.42
Speedprint (WoSE)	549.00	BDC Commercial Waste (monthly DD)	1038.60

All agreed.

Bank Balances

Current Account	£ 2,501.73
Deposit Account	£10,123.33

0320/FC1606 **Co-op site litter issues**

The Clerk handed around BDC's report on the litter issues on the Co-op site. Entire review took place from 15th October 2019 to 26th February 2020. Many visits made and photographic evidence taken with a B grading being given, translating as no action required. Jocelyne Chase claim to being emptying the bins three times a week and BDC two times a week. Cllr Galley is going to challenge BDC about the amount of times that the bins are emptied and by whom. Cllr Galley explained how the reporting system works, explaining that it is a system used nationwide.

Member of the public left the meeting at this point.

Some Members stated that some of the pictures show an un-acceptable amount of litter, although BDC feels that it is within acceptable parameters. **Cllr Bugg** suggested that we gain our own evidence in the same way that BDC have done and that we mirror their report, including the time of day with appropriate picture attached.

0320/FC1607 **Welcome Pack for New Homeowners**

Cllr Hopkins reported that he has been looking into what other parish councils are doing, particularly through their websites. **Cllr McDonald** suggested highlighting the website in WoSE.

0320/FC1608 **Memorial Gardens 70th Birthday Celebrations**

Cllr Ashford reported on the Events Meeting stating that attendees were very interested in a celebration. Event is set for 20th June 1-5pm. With a vintage 40s/50s theme/Picnic in the Park. Suggested that SEPC provide tea and coffee, whilst the WI make cakes and sausage rolls. Ideally there will be vintage rides, Badger Boogie Band, Silver End Choir, Bus/fire engine, Meridian Roadshows to compere, ice cream van, candy floss. The cost of first aiders is being investigated.

Cllr Galley reminded that the BDC form must be filled out as soon as possible, adding the importance of reading the conditions and ensuring that all the paperwork is in place (including risk assessments, food hygiene certificates etc)

Site meeting to be held shortly to measure out where everyone is to go, with the next Events W/Party meeting on 30th March 7.30pm. Cllr McDonald suggested Laura Crittall be invited.

0320/FC1609 **Chairman's Grant Application**

Dan Sutton asked for an application form on behalf of the Scout Group, but it wasn't returned before this meeting.

0320/FC1610 K**eep Britain Tidy Spring Clean**

10-3pm, 28th March – all agreed to continue despite Covid19, as this is an outside event**. Cllr Hopkins** will get some maps printed and suggested concentrating on the Memorial Gardens. Scout Hut will be the start and end point. School have had to pull out as cancelling all non-classroom-based activities due to Covid19.

0320/FC1611 **Silver End Events Diary**

The **Clerk** wants to set up a diary to be shared with Rivenhall and Cressing. Both parishes run theirs on Xcel, but the Clerk stated she would like SEPC's to be on Outlook as will be more useful all round but can also be shared with others. With this in mind Members were asked to provide dates of upcoming events that they would like added to the diary:

20/6 Picnic in the Park, 27/6 Festival of Football, 5/12 Xmas Event, 11-20/9 N/ Heritage Open Days, 25/7 D4G, 18/7 Silver Fest.

0320/FC1612 **Member and Staff IDS**

It has been discussed in the past that all Members and Staff should have an ID pass for SEPC.

Cllr Galley proposed this be set up with photos taken at next meeting, cost of approx. £20. Cllr Ashford Second. All in favour.

0320/FC1613 **Agenda items for next meeting**

BDC Open Spaces Project – see if new plan available for meeting

70th birthday

Next Full Council Meeting 8th April Parish Assembly 22nd April

There being no further matters to discuss the Chair called the meeting to a close at 22.04pm.