

## SILVER END PARISH COUNCIL

Minutes of the Parish Council meeting held on 24th February 2021. The meeting was held virtually, via Microsoft Teams, and was made available to the public.

0221/FC1621 **Present:** Cllr Ashford (Acting Chair,) Cllr Hughes, Cllr Bailey, Cllr Hopkins, Cllr Holmes, Mrs Temple (Clerk) and Cllr Abbott (County and District Councillor.) All attendees were present via Microsoft Teams.

No members of the public requested attendance.

**Apologies for absence:** Cllr Galley, Cllr McDonald, Cllr Waine, Cllr Bugg and Cllr Wright.

**Absent without apologies:** None.

0221/FC1622 **Declarations of Interest** by Members in respect of any items on the agenda.  
None offered.

0221/FC1623 **Members of the public** are given an opportunity to speak at this point, however none were present.

0221/FC1624 **Minutes of the last Full Council Meeting** were agreed and will be signed by the Acting Chair as a true record of the meeting, at the next available opportunity.

### 0221/FC1625 **District/County Councillors Report**

Cllr Abbott reported:

- There has been a vast amount of information regarding Covid that he has been working through over the last months. He has requested that a vaccination site is set up within the immediate area.
- Local plan has still not been finalised and nothing is expected until July. All local plans fall into section 2. There have been no assurances that there will be further applications in Silver End, therefore it is possible that there may be more.
- Redrow – breaching working hours – he has raised this.
- Francis Gate – sewerage issues being investigated.
- Garden Site – lots of trees being felled but he can't understand why this is being allowed. Access concerns remain.
- Planning delegation – objections made are currently going to Committee, but this will change under delegation.
- Meeting still to be planned re Conservation Guide – led by Place Services, ECC.
- BDC/ECC budgets now set. No change in council tax.
- LHP budget has been increased.
- Local grant scheme to continue.
- Maintenance – potholes continue to be a challenge. Trees in Silver Street cut back. Verges continue to be an issue. The verge issue in Broadway has been brought to Eastlight's attention.
- 3 parishes meeting was successful – Tree planting for Silver End is still planned for the land behind Bristol Court.
- He has been invited by Endover to a meeting to discuss waste management.
- BDC – Cycling Group – he has approached re the possibility to get off road routes in Silver End.

Cllr Abbott opened the floor to questions:

SH – When does JA anticipate the change of footpaths and bridleways at the Quarry? JA will look into this.

IA – Queried the John Ray Walk. JA is looking into this as a way to connect Silver End, although the status of the path will change.

SH - Since the water pipe was installed on Boars Tye Road the highway has eroded somewhat. JA is aware and will look into this.

JB – Commented that tree planting should be taking place now and that the Forestry Commission may provide trees for free he will investigate. JA – this is a positive suggested, but we could be tied in with ECC initiative if it is on ECC land. **Clerk** to enquire.

DH – Will he be discussing the preservation of the Airfield site at the incinerator meeting? JA confirmed.

Cllr Abbott was thanked for his attendance and his report.

### 0221/FC1626 **Clerk's Report**

The Clerk gave a report in the form of a brief update of salient issues since the last meeting:

- Community Larder – huge success over the first lockdown, by way of the red phone boxes run by Cllrs Holmes and Bugg. Thanks to them and to all those Members that helped them in some way. Largely funded by SEPC with donations of food made from local residents.
- 3 Parishes Meeting – held on 2/2 via Zoom, with 3 representatives from each parish. Discussed planning applications for new sites in all 3 villages and it was recommended that all 3 parishes contact BDC as a group. Assuming all in favour the 3 Clerks will work on this together. Also discussed tree planting with the aim to do so in Autumn. Final planting areas to be agreed at the next meeting – online – **on 24<sup>th</sup> May** – hosted by SEPC.
- Resignation of litter picker. Advert to be placed online and on the noticeboard. Interviews ideally to be held online, failing that then may be in an open space.
- Luncheon Club – closed due to current issues. Staff helping members where they can. The Clerk has also written to each member to check in and offer support. During the pandemic PC's unable to claim furlough for staff as money already secured via precept. Are councillors happy to continue to retain staff if we are now only a few months away from re-start. They could start coming in to clean equipment etc once a date is given. All agreed.

- Grant secured from District Councillors to cover the cost of work on the field to relocate the electric supply - £1500. Just under £700 spent so far and Cllrs Galley and Bailey have met today to look at the costs of repairing the ground now that we are moving into better weather.
- Street names agreed – for the Sanctuary site – Casement, Fenestra and Dormer, for the Croudace site – Beehive, Honeycomb and Apian.
- Rivenhall Site Liaison Comm – meeting on 26/2 at 2.30pm. AW unable to attend and no other names put forward.
- Co-op site – lights still not working but the Clerk and residents of Green Mews have raised the issue with Joscelyne Chase. BDC continue to monitor the litter issues on site, although not ideal until life returns to some sort of normality.
- ECC – all Highways issues passed to the Clerk have been reported.
- Hampers provided to residents at Christmas, recipients nominated by other members of the village. Hard work and thanks offered to Cllrs Holmes and Hopkins.
- Greenfields – issues throughout the village with parking on grass verges. Clerk has been liaising with Greenfields and the highlighted issues seem to have been resolved for now.
- School Road - grass on corner near school is still an issue. Cllr Abbott reported that he hopes to include this area in the LHP scheme to remove the layby.
- Christmas – lights and tree appear to have been well received. Our Park Warden has asked who the remaining lights belong to on the railings? Members replied that the ones in the trees have been vandalised. Cllr Hopkins' are the ones on the railings which have also been vandalised. At a future meeting he has a test set to show everyone with a cost of around £1000.
- Memorial Gardens – working with BDC to update the work specification for SEPC's areas of responsibility. They are in the process of tendering.
- Memorial Gardens toilet – over the period of the pandemic the toilets have been mainly shut. BDC asked us to open them during this current lockdown but they have not long re-opened following a blockage. This week they have again closed as the cleaning cupboard door has been blocked and therefore BDC need to repair again.

Following the report Cllr Holmes raised a query regarding the benches in park. **Clerk** to ask BDC if the broken benches will be replaced or removed. Cllr Abbott will also raise this at BDC.

#### 0221/FC1627 **Planning Application Comments agreed by email under 0320/EO2**

Appendix 1. Minuted and agreed.

##### **Any other application yet to be agreed.**

The Clerk has 2 new applications today so will send them out to Members to be agreed by email.

##### **Solar panels**

Details of proposals sent to all Members. All support at this stage, except Cllr McDonald.

Cllr Abbott left the meeting at this point.

#### 0221/FC1628 **Finance** **Payments made under 0320/EO2**

Appendix 2. Minuted and agreed.

##### **Payments yet to be made**

The Clerk will continue as is until a Full Council meeting can be held again in person.

##### **Minute Precept 2021/22**

All agreed, via email vote, to a Precept figure of £75,909. This equates to a decrease of 2.07%

Make a note in the next **WoSE**. Striving to help others when times are hard. Lots of our costs are static and furlough was not available. SEPC has attempted to maintain staff and service.

#### 0221/FC1629 **Silver End Community Hub – in response to Clerk's email 6/2/21**

The following points were raised and discussed in response to Witham Community Hub's (WCH) interest in setting up a Hub in Silver End:

- Bryan Wheeler, Joscelyne Chase, has confirmed that shop 5 may become free at Easter – 301sq foot and approx. £5, 500pa. WCH will look into this with ECC to see if they will cover cost.
- Cllr Hughes is keen to progress by using the hall, however Cllr Hopkins stated that we can't use the kitchen for storage, plus there is the concern of the hall, then being able to re-open and the Hub needing to be re-homed in a short space of time.
- Cllr Holmes asked if the Scout hut could be used? Cllr Hopkins confirmed that storage would be problematic, and they hope to re-open soon.
- Cllr Hughes confirmed that storage anywhere short term looked to be a problem. Suggested the Manors garage/village hall basement but all agreed that there would likely be issues with dampness/mould, even if the food was held in sealed containers.
- Cllr Holmes suggested the Childrens Centre, but the Clerk confirmed that no one would be able to access the Centre under current rulings.
- Cllr Bailey thought using the Social Club might be possible. **Clerk** to make approach, using Hire a Hall 2 days a week. Cllrs Hughes and Holmes put themselves forward as volunteers. Also L/Club staff could help out.
- Agreed to take WCH offer of training etc.

Cllr Hughes proposed all of the above with Cllr Ashford as second. Vote: All in favour.

0221/FC1630 **Allotments in Silver End**

Cllr Holmes has been approached by residents to rent allotments. Suggested there is a long waiting list. Cllr Ashford is unaware of other areas that might be suitable. Cllr Hopkins wonders whether the allotments at Silver Street are all taken, as many appear in a poor way; possibly some have been paid for in advance. Cllr Hughes believes there is a waiting list, and it takes a while to change tenants. Cllr Hopkins suggested that new developers could set aside space for new allotments if there is a demand. All agreed that this is a positive suggestion.

0221/FC1631 **Next meeting date to be agreed**

All agreed that a meeting could be held to discuss progress with WCH in April/beginning of May. This should be a minimal meeting with the prospect of hopefully meeting again in person for the July meeting. Email discussions/agreements can continue until this time.

It was queried whether this meeting should be via Zoom or Teams? The general view of those in attendance was that Teams was more appropriate for a professional, secure meeting. It was suggested that Cllr Bugg could use his own laptop using the Wi-Fi in the office. Cllr Hopkins will offer his services to Cllrs Waine and Bugg again. He has a tablet that one of them can use temporarily, perhaps for Cllr Waine, and then Cllr Bugg can use his laptop.

Cllr Holmes still has all receipts for the larder to be passed back to the Clerk in time for internal audit. Cllr Holmes asked for permission to spend the remaining money on food for residents. Cllr Ashford proposed that she spend the remaining money for the residents in the village, whilst keeping receipts, with Cllr Hughes as second. Vote: All in favour.

Cllr Holmes asked if SEPC can hold an event this summer? Cllr Ashford stated that he would be very nervous in case of cancellation and would rather wait until 2022 but starting with the Christmas event 2021. All agreed.

There being no further matters to discuss the Chair called the meeting to a close at 21.34pm.



- The drawing legend shows a speed for the visibility splay as 30mph, but this is a 40mph zone at present. The 120m visibility splay distance is for a speed of 40mph.
- Also, it shows a kerb running the length of the site, not stated as a future kerb on the legend, which is not there.

Planning Application: 20/01489/HH 44 Western Road  
 Objection: In contravention of BDC's current conservation guidelines which need to be updated as a matter of urgency.

Planning Application: 20/01490/HH 70 Silver Street  
 Objection: In contravention of BDC's current conservation guidelines which need to be updated as a matter of urgency.

Planning Application: 20/01451/FUL Rascasse, Sheepcotes Lane  
 Objections:
 

- Application states connection to main sewer. To our knowledge there is no main sewer at this property.
- Over development of site that falls on a 'Quiet Lane' therefore making increased traffic movement unwelcome.

Planning Application: 20/01343/REM Garden Field, Western Road  
 Objection:  
 The Design and Access Statement, on page 8, states that "there are a number of properties with rear gates to the site" which on the relevant constraints plan show access from four properties in Western Road and one property in Western Close. On the submitted plans there is shown a 'buffer' between the new and the existing properties on the north and west of the site. It states on the Landscape Strategy that on the southern boundary there will be a 1.5m buffer of grassland. Will this grassland 'buffer' encompass the whole site allowing persons with rear gates to access the perimeter of the completed development, as it is not clear that this will be the situation. We want to ensure that these residents will still retain their existing passage to this area. On the 'Refuse Tracking Strategy Plan' that they have altered the route of the refuse vehicle entering the development. The variation originally showed the vehicle coming from the west of the village.

Planning Application: 20/01290/HH 54 Valentine Way  
 Objection: In contravention of current conservation guidelines. Until these are updated, we have no alternative but to object.

Planning Application: 20/00238/TPOCON 41 Silver Street  
 Objection: This application requires additional technical evidence from a surveyor and an arboriculturist, as the only reason given for felling the trees is that the applicant is concerned with subsidence issues both real and potential. It clearly states on the printed application form that this evidence from a professional, must be supplied together with the application form if possible, subsidence is the reason for felling.

Planning Application: 20/01189/HH Bretton, Boars Tye Road  
 Comment: Through the widescale loss of habitats and pollinating insects due to the growing demand for new housing in the area, and though this application will make only a minimal contribution, the protection of nature and the environment within the area will help the natural life to flourish and be, in a small way, essential towards reversing the disruption to the life cycles of wildlife and wildflowers. SEPC approve of local green spaces, even if only a private domestic garden, as an indicator of our action to help tackle the climate and nature situation that prevails.

Planning Application No: 20/00874/HH 17 Temple Lane  
 Objection: Roof covering of slates--no comment. However, UPVC replacement for the wooden soffit and fascia is in contravention of current conservation guidelines. Until these are updated SEPC are left with no option to object.

Planning Application: 20/00938/HH 48 Silver Street  
 Objection: To be able to give a considered opinion, more information is required.

Planning Application: 20/00171/TPOCON 44 Temple Lane  
 No objection however suggests that a native replacement if planted.

Application No: 20/00229/HH 29 Valentine Way  
 Objection: In contravention of current conservation guidelines

Planning Application: 20/00228/HH 60 Temple Lane  
 Objection: In contravention of current conservation guidelines.

## Appendix 2:

### Payments made since the FC Meeting on 13.5.20, as permitted under minute 0320/EO2:

Petty cash (April and May?)	26.12	Refuse truck	228.00
Eon annual	563.15	E-on	72.70
HMRC	1862.17	Amenity supplies	40.28
K Lay – floodlights	389.77	Talk Talk (monthly DD)	383.37
Eon	83.23	Pension	499.05

Pension	499.05	E-on	71.47
Memorial Gardens	462.00	Refuse collection (DD)	830.88
Pension	522.93	E-on	53.47
Pension	507.01	Pension	507.01
EALC Membership	656.97	Memorial Gardens	462.00
Mem Gardens	462.00	Speedprint	549.00
PKF auditors	360.00	E-on	115.94
Pension	507.01	Memorial Gardens	462.00
E-ON	285.19	Speedprint	549.00
Christmas Tree	300.00	RCCE Membership	72.60
Digger for floodlights	300.00	Staff Christmas cards	50.00
Domain name	75.17	Pension	507.01
E-on	42.12	Memorial Gardens	252.00
HMRC	1868.97	J Bailey (Xmas lights)	400.00
E-on	256.80	Firstserv website hosts	122.40
Pension	507.01	BHIB insurance	802.32
E-on	51.21	Pension	507.01
Memorial Gardens	252.00	HMRC	2628.58
E-on	58.92	Petty cash	127.65
Pension	507.01	G/fields (garage DD)	497.60
Mcafee subscription	94.99	Office rental (DD)	400.00