

SILVER END PARISH COUNCIL

Minutes of the Full Parish Council meeting held on 8th September 2021 in the Small Hall of Silver End Village Hall.

Present: Cllr Bugg (Chair), Cllr Waine, Cllr McDonald, Cllr Ashford, Cllr Hughes, Cllr Holmes, Cllr Galley, Cllr Bailey, Mrs Temple (Clerk) and Cllr Abbott (left after 0921/FC1644.)

0921/FC1637 **Apologies for absence:** Cllr Hopkins, Cllr Wright and Cllr Playle.
Absent without apologies: None.

0921/FC1638 **Declarations of Interest** by Members in respect of any items on the agenda.
None offered.

0921/FC1639 **Members of the public** were given an opportunity to speak at this point (10-minute allocation) however none were in attendance.

0921/FC1640 **Minutes of the last Full Council Meeting** were agreed and signed as a true record of the meeting.
Matters arising from those minutes/Clerk's Report:

The Clerk reported that:

- She and Cressing PC are liaising regarding the sourcing of 42 trees to be planted, as agreed at the 3 Parishes Meeting.
- The toilets in the Memorial Gardens have been closed as the light is not working. BDC's contractors will repair this as a matter of urgency. **Clerk** to ask for this to be before Sunday as there are 34 members of the public in the village for an SEHS event.

0921/FC1641 **Report from County/District Councillors**

Cllr Playle (ECC) sent a report in his absence, a full copy of which the Clerk handed to all Members at the start of the meeting:

Rivenhall Incinerator

Indaver, are attempting to reconfigure aspects of the site design contrary to what was agreed in the planning application. I have attached the letter I have received from Essex making me aware of this development along with the letter the developers lawyers sent to ECC (interesting tone). This is wholly inadequate, and I am liaising with PAIN (Parishes Against Incineration) and we intend to meet with Planning Officers at ECC shortly.

Boars Tye Road

I have asked ECC about the possible additional footpath and crossing point at the northern end of the road. I have also requested whether the 30mph limit can be moved further along to reconsider the new start of the residential boundary. Once I have received answers to these questions, I shall put in an appropriate application to the Local Highways Panel.

Locality Budget

90% of my £10K Locality Budget has been allocated with Parish Councils/community groups providing me with details of something they would like funding for. If Silver End would like to put in a request, then please let me know ASAP.

Police and Crime Plan Survey

Essex's Police, Fire and Crime Commissioner's Police and Crime Plan Survey sets out the 2021-24 priorities for Essex Police and is the criteria used to hold the Chief Constable to account. Raising the priority of rural crime was a key part of my election message and as I sit on the Police, Fire and Crime Panel for Essex, which will eventually scrutinise the final Plan, I want to ensure local parish councils have the opportunity to feed into this survey and have their say on the proposed priorities. **Comment deadline: Midnight on Sunday 19th September - [PFCC's Police and Crime Plan Survey \(smartsurvey.co.uk\)](https://www.pfcc.co.uk/pfccs-police-and-crime-plan-survey).**

Library Engagement Sessions

The new administration at Essex County Council has made the development of the library service a priority, ensuring they are not only places of reading and learning, but also community spaces. All libraries in Essex will remain open and opportunities for training and upskilling libraries staff will be a key priority. Residents are being invited to an online session to discuss their views and ideas for the library service with the Council's Deputy Leader and Cabinet Member for Communities, Cllr Louise McKinlay.

Morning session 11:30-12:30, 20th September: <https://www.eventbrite.co.uk/e/have-your-say-on-the-library-service-tickets-169622719119>

Evening session 18:00-19:00, 20th September: <https://www.eventbrite.co.uk/e/have-your-say-on-the-library-service-tickets-169624544579>

Verge Cutting Trial Consultation

Braintree District Council is consulting with District and County Councillors for our views about the verge cutting trial which has taken place this year to make a single cut in the autumn. I would be grateful if you could share with me your feedback of this trial by **18th October** so I can give the best representative view of local opinion possible before any final decision is made by the highways authority (ECC) as to how future maintenance will be scheduled from 2022 onwards. BDC continues to monitor the height of the grass and those areas reported to the Council this year will automatically be cut if and when required to avoid any problems to road users.

Cuts will be made:

4th – 8th October: Bradwell, Silver End & Rivenhall

11th – 15th October: Witham, Black Notley, White Notley, Fairstead and Faulkbourne

Cllr Abbott (BDC) reported:

GP Surgery – £300k available via s106 money...assuming all is available. He has requested further information. With approx. 5000 new residents due in the 3 parishes, it is likely that more money will be needed locally.

Local Plan – awaiting Inspector's report.

BDC Enforcement Group – meeting held last night to discuss how the service can be improved. Agreed that communication is the priority at this point.

Cllr Ashford asked whether retrospective applications are automatically allowed by BDC. Cllr Abbott responded that this is generally the case.

Conservation Guideline – initial meeting has been held with BDC and Place Services. Cllr Abbott has pressed that SEPC need to be involved from now on.

Verges trial – going well. Silver End are due during the week commencing 4/10.

Autumn street light survey – he will report the many lights that are out.

Dead trees on verges – several in village. ECC will leave unless pressed. A Laburnum tree, to rear of village hall, will be added to the list.

Youth Shelter – He has been talking to the young people using the shelter as there has been a lot of rubbish that hasn't been put in the bin, he has tried to encourage them to do so. Cllr Bugg reported that our staff regularly clean the area.

Local Highway Panel – new speed signs have gone up by school.

3 Parishes – Jubilee mugs – Rivenhall will ask the school before proceeding further.

A120 - preferred route announcement due in next couple of months.

Rivenhall Airfield – ran out of time again to start work. ECC should be enforcing it. Meeting of the People Against Incineration taking place shortly.

BDC budget – process is starting. Notify him if there is anything SEPC would like added. Cllr Ashford suggested, and all agreed, that all-inclusive play equipment should be added, to include a roundabout and seating. **Cllr Ashford** will provide Cllr Abbott with details and costs.

The Chair thanked Cllr Abbott for his report and his attendance.

0921/FC1642 **Planning Applications – agreed via email communication since the last meeting. Only objections noted:**

Application No: 21/02632/HH 33 Francis Way

Replacement windows

Objection: In contravention of current conservation guidelines

To be agreed at this meeting:

Application No: 21/02047/HH 44 Silver Street

Retrospective installation of block paved drive and proposed drop kerb

Objection: In contravention of conservation guidelines

Clerk to state strongly that this should not be permitted and that BDC have fallen short of their responsibilities by allowing it to happen in the first place - c.c. Planning Enforcement, the Head of Planning and CEO of BDC. PH proposes the above,

Cllr Abbott stated that any further enforcement issues should be made via the BDC website. If no response let him know and he will chase.

Planning Applications received after agenda setting

None.

0921/FC1643 **Correspondence – not already covered in the Clerk's Report**

WI – The Chair is to attend to give a presentation on SEPC, on 21st September. Areas they have suggested being covered include members, functions, parking on verges, responsibilities and why more women aren't on the PC.

BDC – verge cutting trial – Silver End are due to be covered during the week of 4-8th October.

Bradwell Quarry Liaison Meeting – 4th November, 2pm, online via Teams. Attendees to notify the Clerk to allow her to confirm attendance.

Emma Goodings, Head of Planning, BDC – has acknowledged letter, from Cllr McDonald, regarding listed buildings. She will discuss with her team and report back. **Clerk** has diarised a response.

RCCE – Covid Community Building Fund – grants available up to £15,000 to support activities that help to reduce the risk of transmission of COVID-19. The Clerk passed the information onto the Francis Henry Crittall Trust.

0921/FC1644 **Reports**

Project Plan – Matters Arising

As attached. Review again at **Full Council in December**.

Cllr Ashford – Christmas Event – he has liaised with Dan Sutton who has suggested Santa starting at the Village Hall to turn on the lights then a procession to follow him to the Scout Hut. Enclosed area so will be able to safely have stalls outside, therefore easier to socially distance. Only indoor item would be Santa's grotto. General feeling was that the offer was very much appreciated but as an SEPC event it should be based around the hall. There was also concern that the lights would be turned on and then everyone would leave, as well as the risk of moving a procession across the village. Thoughts were also that maybe this year things should be kept smaller due to Covid-19. **Clerk** to press Carol Hutchings for a meeting date.

Cllr Ashford – 19/12 Santa Patrol going ahead.

Cllr McDonald - WoSE – latest date for reports is by the end of the week. He asked for agreement for his report to be included, as sent out to all Members. All agreed. He will fix a date with Sam Redmond and move ahead with the next edition. **Clerk** to send her the updated Project Plan for inclusion.

Cllr Hughes - target date for 20mph – 1st phase being installed.

Cllr Ashford - Defib – Francis Henry Crittall Trust has bought a cabinet to be fitted and use of the Youth FC's defib has been given free of charge. Will soon be installed and ready for use. **Clerk** to ensure that this is registered appropriately with the Emergency Services.

Reports from Silver End Parish Councillors – Meeting/Activities

None reported.

Reports for ECC/BDC

Cllr Ashford – number of road accidents recently – anything we can do to reduce speed? Consider buffer zones, move speed limit out and put pressure on police to set up speed guns again. **Clerk** asked to contact Police asking them to do some Speed Watch training and request that they consider an additional site. Cllr Abbott will do his best to assist. All agreed that the speed of traffic has increased hugely.

Cllr Ashford – large number of blocked drains in village. Cllr Abbott has reported them all.

Cllr Bugg – **Clerk** to ask BDC to cut the hedge behind the hall/container.

Cllr Abbott left the meeting at this point.

0921/FC1645 **Finance**

Payments made since the last meeting:

Office Service Charge	40.00	Essex Pension Fund	507.01
M/Gdns contract	462.00	Petty cash	13.42
Eon	275.87	RCCE affiliation	105.60
Hire a Hall meeting rooms	40.00		

Payments to be made:

Office service charge	40.00	Essex Pension Fund	507.01
M/Gdns contract	462.00	Petty cash	17.25
Eon	97.56	Hire a Hall Meeting room 13/10	39.37

All agreed.

Further agreed that the small hall should be booked for all FC Meetings until Christmas. **Clerk** to confirm the booking.

Bank Balances

Current Account	£ 3,375.43
Deposit Account	£16,127.45

0921/FC1646 **Use of the Multi Sports Court**

Cllr Bailey – raised its apparent lack of use at the last meeting. Do we want to see it used or leave it as it is?

The Clerk reported that she has been in touch with Jason Cairns from the Tennis Club who was handed the day to day running of the court several years ago. He replied that they do use the court on some weekends, and it is needed for home matches. The Clerk reminded Members of previous years of issues with noise and damage caused to the neighbouring properties. Most Members believe that the multi sports court has rarely been seen in use by the Tennis Club and that the time has maybe come to see it used more productively. Suggestions made to use it as a community garden, with raised beds, as a car park for the football club, as a training facility for Youth FC or for boot camps. In the first instance the **Clerk** was asked to contact the Tennis Club to ask them if it will affect them if we encourage other groups to make use of it.

0921/FC1647 **Play Equipment in Silver End**

Cllr Ashford reported that there has not been an opportunity for him to meet Cllrs Bailey and Hughes, but he has raised the matter with the Francis Henry Crittall Trust. Location is proving an issue on the Silver Street play field, so it seems the best idea at this point is to consider expanding the equipment already located in the Memorial Gardens. **The 3 agreed to meet** as soon as possible in the Gardens to consider options. Cllr McDonald stated that it will soon become a legal requirement to ensure that disabled access equipment is available at all play areas. Cllr Hughes suggested that whenever there is a new development, we should insist that play equipment is installed and not just land allocated. The **Clerk** was asked to ensure that all inclusive play equipment is included in the annual review of the Open Spaces plan, due at the end of the year. Should highlight the potential of S106 monies available to pay for the new equipment and installation.

0921/FC1648 **The Queen's Platinum Jubilee**

The 3 Parishes have discussed whether or not each parish would like to order mugs for the event.

Cllr Ashford stated that he is not sure that a mug is the right idea, especially for children. He would rather see money spent on a commemorative bench. Cllr Bugg pressed the importance of a new bench in the Memorial Gardens needing to blend in with the original ethos of the park. Cllr Waine suggested a galvanised bench, such as the Joan Lyons Memorial.

Cllr Hughes moved that SEPC install a new galvanised bench, similar to one on Silver Street/Boars Tye Road, with a plaque. This should replace a bench in the Memorial Gardens. **Clerk** to investigate costs and gain agreement from BDC to install. Agreed.

Clerk to look towards funding from Cllr Abbott and Cllr Wright.

Cllr Waine suggested handprint tiles to go on the plinth. Cllr Ashford felt that this would be very time consuming.

0921/FC1649

Silver End Luncheon Club

The suggestions of Witham Luncheon Club have dried up as it appears that they have regained access to Witham Town Hall and are operating as they previously did.

The **Clerk and the Chair** are due to meet the Silver End L/Club Supervisor on Friday to discuss the available options to ensure that the L/Club continues. Initially this may be meeting twice a month with sandwiches at one session and fish and chips at the next. Cllr Ashford proposed that that this should resume as soon as possible, Cllr Bailey acted as second. Vote: All in favour. **Clerk** to look into a hot meal delivery service (such as Tiptree Meals) or a ready meal delivery service that could be heated in the kitchen.

0921/FC1650

Remembrance to those that died in the World Wars

The **Clerk** has contacted BDC asking for their permission to replace the bench on the green space at the crossroads of Temple Lane/Broadway/Valentine Way. So far, no response.

Cllr Ashford proposed that a 'Lest we Forget' bench, with plaque, is installed at the crossroads of Temple Lane/Broadway/Valentine Way, assuming BDC are in agreement. £1000 budget. Cllr Bailey acted as second. Vote: All in favour. **Clerk** also to ask BDC if they are prepared to replace the other one on the opposite side. **Cllr Bailey** to approach Cllr Playle re potential funding.

0921/FC1651

Access to the fishing lakes

Cllr McDonald reported that the only access is currently via the main entrance. Only over 16's allowed unattended. Many youngsters fish so they have to walk on the main road, with fast moving traffic, causing safety concerns. The rear entrance has been blocked off by the fishing club. He is concerned about the danger caused to the youngsters of the village. It was regretfully agreed that SEPC's hands are tied as it is an issue between the fishing club and its members.

0921/FC1652

Replacement stones for the Rose Garden

Cllr Bailey apologised that he hasn't had time to prepare a costing but will let the Clerk have this as soon as possible.

0921/FC1653

Christmas Boxes and Action Plan for the next Pandemic

Cllr Holmes stated that she is moving out of the area at the end of the month but would like to think that someone else will take over from last year and prepare Christmas boxes again this year. Nobody stepped forward but the **Clerk** suggested that she would speak to the L/Club Supervisor and see if she has any suggestions. Cllr Hughes has empty boxes ready if needed. The Clerk asked **Cllr Holmes** to prepare a letter of resignation to Silver End PC, prior to her move.

Action plan for the next pandemic – **Clerk** asked to write to BDC to ask for their latest version of their Civic Emergency Assessment so that we can add it to our website.

It was generally agreed that we need to do something and that as part of Local Government we have an obligation to make as much information as can be available to the General Public.

0921/FC1654

Agenda items for next meeting

Next meeting to be held on Wednesday 13th October.

At this point the Chair offered thanks to Cllr Holmes for her time and efforts on behalf of SEPC. Everyone wished her the very best for the future.

The Chair then called the meeting into closed session.

Closed Session

0921/FC1655

Staff Matters

The minutes of this part of the meeting are not available for public consumption.

There being no further matters to discuss the Chair called the meeting to a close at 21.46pm.