

# SILVER END PARISH COUNCIL

## Minutes of the Annual Parish Council meeting held on 11th May 2022 in the Parish Council Office, Silver End Village Hall.

**Present:** Cllr Bugg (outgoing and continuing Chair,) Cllr Waine, Cllr Galley, Cllr McDonald, Cllr Bailey, Cllr Ashford, Cllr Hopkins (left after 0522/AP1765,) Cllr Hughes, Mrs Temple (Clerk,) Cllr Wright (BDC, left before 0522/AP1766,) Cllr Playle (ECC, left before 0522/AP1766) and 1 Member of the Public (left before 0522/AP1766.)

### 0522/AP1758 **Election of the Chairman of the Parish Council and Chairman's Declaration of Acceptance of Office**

The outgoing Chair called for nominations.

Cllr Hughes proposed Cllr Bugg, Cllr McDonald second.

Cllr Galley proposed Cllr Ashford, Cllr Hopkins second.

No further proposals.

Votes:

For Cllr Bugg – 4

For Cllr Ashford – 3

Cllr Bailey abstained.

Cllr Bugg therefore continues in the position of Chair and signed his Declaration of Acceptance accordingly.

0522/AP1759 **Apologies for absence:** Cllr Abbott. Cllr Hopkins gave apologies that he would have to leave early.  
**Absent without apologies:** None.

### 0522/AP1760 **Election of the Vice-Chairman of the Parish Council**

Cllr Hughes proposed Cllr Ashford who stated that he was not willing to stand. The proposal was therefore withdrawn.

Cllr Bugg proposed Cllr Bailey, Cllr McDonald second.

No further proposals.

Vote for Cllr Bailey – all in favour and therefore carried. Cllr Bailey completed a Declaration of Acceptance for the position of Vice Chair.

### 0522/AP1761 **Declarations of Acceptance of Office and review of Registers of Interest by all Members**

All other Members were asked to complete a Declaration of Acceptance for the coming term. All Members reviewed Registers of Interest and then signed and dated them.

### 0522/AP1762 **Election of 3 members of the Employment Committee to include the Chair and the Vice-Chair**

The Chair asked for nominations for the third member of the committee.

All agreed that Cllr Hughes should continue.

### 0522/AP1763 **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.

### 0522/AP1764 **Declarations of Interest** by Members in respect of any items on the agenda.

Cllr Galley declared an interest in item 0522/AP1773.

### 0522/AP1765 **Members of the public** are given an opportunity to speak at this point.

The Chair welcomed all present and invited the Member of the Public to speak.

He introduced himself but asked for his identity not to be noted. He asked to speak on the matter of the National Grid consultation proposals to reinforce the high voltage electricity transmission from Norwich, travelling across local land. His main points included:

- Proposed installation of the new pylons. Government wants to see cables used to transfer electricity from the wind turbines in Norfolk.
- This overground transferal will traverse local farmland and neighbouring woodland. There is the potential for it running close to the school.
- Webinar on 20/5 to discuss proposals for this area. The Chelmsford area was covered yesterday but the answers to questions was not satisfactory. It was claimed that there will be no noise disturbance although it was agreed that in rural areas this may not be the case.
- No compensation is available for visual disturbance.
- An Essex, Suffolk and Norfolk Facebook site has been set up.
- The government feels that pylons are acceptable, despite the blight they make on open countryside.
- Objections can be made by 16<sup>th</sup> June, and he asked all Members to object personally.

Cllr Bailey commented that it is a difficult problem as more electricity is needed and that if this is the proposed route then it is likely to happen.

The Member of the Public believes that the area will become a corridor and that they are working on a piece meal basis.

Cllr Ashford stated that pylons are the cheapest option.

The Member of the Public asked that he look at the bigger picture and believes that it should be the planners that decide.

The Chair thanked him very much for his attendance and welcomed him to stay to the rest of the meeting. Cllr Hopkins left the meeting at this point.

At this point the Chair asked Members for their agreement to move the next item up the agenda. All agreed.

**0522/AP1768 Report from District/County Councillors**

Cllr Wright (BDC) reported:

- Chasing BDC about update of conservation guidelines – keep asking but still nothing definitive.
- Local Plan – still no news – earliest it will be finalised is July.
- Letter submitted to BDC re 94 houses on Boars Tye Road – the Clerk has a copy.
- Complaint renewed about lights being left on at Redrow.
- ECC granted consent to Indava regarding transport access. Indava have stated that they intend to bring heavy traffic through Silver End as Bailey Bridges can't take their weight.
- BDC slowly acting regarding trees in the village – particularly regarding the tree cutting behind the bridal barn.
- Road works due on Grooms Lane – road surfacing.
- ECC – grasscrete work on School Road.
- Cllr Abbott attended the Rivenhall Airfield presentation which he felt was well done.
- 2 more solar farms have put in scoping opinion applications near Cressing.

There were no questions for Cllr Wright who the Chair thanked for his attendance and his report.

Cllr Playle (ECC) reported:

- Believed that Grooms Lane was shutting today for road works, but he will check.
- Locality budget has now re-opened, and he asked the **Clerk** to send details of the benches (Lest we Forget and Jubilee) so that he can proceed.
- New pothole scheme giving ECC members 36 holes each to have repaired. **Notify** him asap of any in particular.
- Traffic order regulation to 20mph – 2 more days for comments.
- More grasscrete suggested throughout the area – Cllr Playle will investigate as Cllr Ashford stated that a huge amount of money is to be spent in an area that isn't needed. Cllr Waive referred him to the report that he completed regarding parking on the verges, but that no one has ever asked for it.
- There appear continuing issues with the buses – please let him know if any problems are encountered personally.

The Chair opened the floor to questions:

Cllr Ashford - can we do anything with the traffic lights in Boars Tye Road? They have been badly managed and should not have been allowed to extend twice. Cllr Playle will investigate.

Cllr McDonald - issues with drains blocking on Bowers Close. Request for road sweeper to clear the road regularly. Again, Cllr Playle will look into this.

The Chair thanked him for his attendance and his report.

Cllrs Playle, Wright and the Member of the Public left the meeting at this point.

The meeting reverted back to its original order.

**0522/AP1766 Appointment of Parish Council Representatives to outside bodies/working parties:**

- BALC (1) Cllr McDonald.
- Public Transport (1) Cllr McDonald.
- Parish Footpaths (1) Cllr Hughes.
- Parish Tree Warden (1) Cllr Waive.
- Window on Silver End Working Party (2) Cllrs McDonald and Bugg.
- IT Co-Ordinator (1) Cllr Hopkins.
- Safer Silver End Representative (2) No one wished to be appointed.
- Silver End Events Working Party (2) Cllrs Bailey, Ashford and Bugg.
- Silver End Development Working Party (2) Cllr Hughes, but no other.
- Parish Youth Participation (1) No one wished to be appointed.
- Internal Auditor (1) – Mrs Tew was proposed by Cllr Hughes, Cllr Ashford second. No further proposals. All in favour.
- Parish External Funding (2) Cllr McDonald.
- Silver End Conservation Area Working Party (2) Cllrs Ashford, Waive and Bugg.
- Doctor's Surgery Liaison Group (1) Cllrs McDonald and Bugg.
- Maintenance of the Memorial Gardens Working Party (2) Cllrs Hughes and Bugg.

**0522/AP1767 Minutes of the last Full Council Meeting** were agreed and signed as a true record.

**Clerk's Report:**

- The dates of the refuse truck have altered – 23/7 and 21/1 – all notices and WoSE have been updated.
- BDC have supplied details of costs for 2 x dog bins. The **Clerk** will now make application to the BDC locality grant.
- The gate off Silver Street has been repaired. Now awaiting agreement of the **cost of the pathway**.
- Volunteer position to assist the Luncheon Club has been advertised, closing date **31<sup>st</sup> May**.
- BDC have been notified regarding the issues in the Memorial Gardens, **awaiting confirmation of works**.
- ECC have been notified of omission of Walter Way on the 20mph limit planning notification.

- The Clerk is now in the office on a Thursday morning. Details of this are on the website and in the next edition of WoSE.
- Cllr Abbott is chasing BDC about the promised meeting re the Conservation Guidelines. Meetings were due with BDC and ECC in April and with SEPC and SEHS in May.
- Desktop no longer compatible for HMRC salary system – no longer supported. Have transferred the app to the laptop but it is possible that this only has a limited amount of supported time. Asked for councillors' permission to place an item on the **agenda for June** to discuss the option of buying a replacement. **Clerk** to ask BDC if they have buying power to help and ask **Cllr Hopkins** for suggestions.

0522/AP1768 **Report from District/County Councillors**

Agenda item moved up.

0522/AP1769 **Planning Applications – agreed via email communication since the last meeting. Only objections or formal comments noted.**

Appeal re Land west of Boars Tye Road – 94 dwellings. SEPC's objections have been sent to the Inspector by BDC.

**Planning Applications received after agenda setting**

TPOCON sent to Members today. Any objections will be minuted at the meeting in June.

0522/AP1770 **Correspondence – not already included in the Clerk's report**

BDC – poster for Bikeability courses printed for the noticeboard.

BALC – next meeting on 18<sup>th</sup> May at 7pm. **Cllr McDonald** is confirmed as an attendee.

BDC Enforcement – complaints received regarding parking on greensward off Manors Way. Visit showed 8 cars parked causing 'significant damage to the surface.' Registered keepers will receive a letter asking them to park elsewhere. He has suggested the installation of signage/posts. The Clerk confirmed that the land is not SEPC's and directed him in the right direction to confirm that it is most likely BDC's. She has asked to be kept informed.

Resident of Crittall Close – notification of the broken fencing by St Francis Church. BDC sent them to SEPC but after the Clerk liaised with Andy Potter, BDC, the resident messaged to confirm that the fencing has been measured up for repair/replacement.

Mike Shorten, BDC – a quote has been agreed for CCTV in the village hall. It is currently awaiting sign off for funding but should be installed shortly.

Leila Hobart – interested in applying for the Community Challenge Fund. Initially considered funding for the woodland area of the Memorial Gardens but open to other suggestions. £300 - £2000. The **Clerk** was asked to suggest handprint tiles in the woodland area; for the new generation. A general tidy up would also be welcomed.

National Grid – proposals to reinforce the high voltage electricity transmission from Norwich. Comments/objections by 16<sup>th</sup> June.

05122AP1771 **Reports (urgent only)**

**Reports from Silver End Councillors – Meetings/activities**

Cllr Bailey reported that there had been several issues with the flag being tampered with. Now resolved and the flag can be taken to half-mast with some effort.

**ECC/BDC Reports**

Cllr Ashford asked to place an item on the **agenda for June**. To consider the use of the multi sports court for parking cars for Silver End United FC. Also, to potentially use the seemingly unused grass tennis court as an area to let dogs run safely off lead. All agreed. **Cllrs Ashford and Galley** will put a proposal together for the next meeting.

**Clerk** asked to report a blocked drain (filled with soil) by 30 Western Rd and the one outside 46 Western Road has sunk.

0522/AP1772 **Finance**

**Payments made since the last meeting:**

Office Service charge	40.00	Essex Pension Fund	507.01
M/Gdns contract	462.00	Petty cash	18.14
Printer ink	9.99	Tiptree Meals	162.00
BDC Transport	30.00	EALC affiliation	694.18
HMRC	1543.14	Eastlight (garage rental 22/23)	52.56pm
Hire A Hall (Annual meeting)	43.31	Firstserv domain renewal (2 yrs)	122.40
Speedprint	549.00	Riffhams Donkeys (Jubilee event – deposit)	50.00
Graffiti cleaner	57.37	BALC subscription	40.00

**Payments to be made:**

Petty cash	19.21	BDC Office service charge	40.00
Essex Pension Fund	507.01	Tiptree Meals (6.5.22)	142.00
Memorial Gardens Contract	462.00	BDC Transport	60.00
Parish Assembly refreshments	38.86	Printer ink	9.99
Riffhams Donkeys (Jubilee)	345.00	Tiptree Meals (26.5.22)	132.00

All agreed.

**Bank Balances**

Current Account	£ 3,293.38
Deposit Account	£ 47,000.00

0522/AP1773

**Report on meeting with Silver End United FC regarding electricity costs**

Having declared an interest, Cllr Galley left the meeting at this point.

Cllr Bugg reported that a meeting was held with himself, Cllr Bailey and Miles Keeble from Silver End United FC. A very amenable meeting where they agreed that as sole users, they will take over the electricity as soon as agreement is made with SEPC Members.

The next stage will be the **Clerk** contacting E-on to let them know that the account holder is to change, followed by a call from Silver End United FC. The **Clerk** will then need to liaise with Kev Lay to ask him to hand over all of the fobs and access keys for the metre itself.

Cllr Bailey commented that it is a credit to the football club to take the meter on.

All agreed that this should be the way forward.

MG returned to the meeting.

0522/AP1774

**Plans for the Queen’s Jubilee Celebrations**

Cllr Bugg reported on the events meeting last week. He put before the committee Cllr Bailey’s suggestion of having a beer tent but no one in the group felt that this was appropriate.

Cllr Bailey stated that in his opinion it is an event for adults as well as kids and it is unlikely to be abused.

Cllr Ashford voiced his concern about limited time left to apply for a temporary licence as at least 21 days is needed in advance.

Cllr Bailey stated that SEUFC had offered to run the bar (funding it and taking the profits) so the responsibility for the licence lies with them.

Cllr Ashford felt that as the events committee are so against it, plus the short amount of time there is to make a licence application, that he thinks it is best to drop the idea at this point. During this discussion Cllr Galley made no comment and took no part.

It was agreed that a vote be taken in favour of a beer tent. In favour 3. Against 1. Abstentions 3 (of which 1 was Cllr Galley.) Therefore carried. It was agreed that this would be on the understanding that the licence is gained in advance of the bank holidays and that a copy is provided to the **Clerk**. **Cllr Bailey** will liaise with SEUFC.

Concern was shown over there being no mention of the funding, support and work of the Parish Council on anyone of the advertising. As such the **Clerk** was asked to contact Cllr Hopkins to see if he is able to organise 4 banners stating, ‘Sponsored by Silver End Parish Council’ These can then be used for any future functions and can fall within the events budget.

**Clerk** has asked BDC to ensure that the Memorial Gardens is spruced up in preparation of the event.

Cllr Bugg reported that he is struggling to get first aid cover. Cllr Bailey confirmed that we are not legally obliged to have it.

Suggested investigating whether there are any First Responders in the village.

0522/AP1775

**Annual Parish Meeting**

The response to the Clerk from local organisations regarding the meeting has been a positive one. As such the main hall has been booked for 18<sup>th</sup> May 7.30pm – 10pm. Invitations have gone out to everyone, and responses are coming back slowly.

Cllr McDonald gave his apologies as he will be attending the BALC meeting on behalf of SEPC.

0522/AP1776

**Window on Silver End – Jubilee edition and its future**

Cllr Bugg reported that the Jubilee edition has been sent to the printers and should be ready next week. It is 24 pages – all colour. A local photographer has taken photos of the village to be included. Sam Redmond has managed to find 25 new volunteers to deliver and SEPC’s thanks go to her. Thanks also to Cllr Hughes who has agreed to drop off magazines to the volunteers.

Sam put a questionnaire on FB about the future of the magazine – 243 voted in favour of keeping the magazine in its printed form. Cllr Ashford stated that we need to accept that this was very useful and telling information. He is keen to entice more advertisers to help with the cost if we are to continue with more printed editions.

Cllr McDonald reported that he has been in touch with the Member of the Public who had previously offered suggestions regarding the magazine. He is happy to hear her ideas, but it was agreed that nothing should be done to upset the editor as she does such a wonderful job.

0522/AP1777

**Replacement of dead cherry tree in the Memorial Gardens**

Cllr Bailey reported that one of the Cherry trees on the main avenue has slowly died. He asked how Members felt about using the £2000 that was unused councillor grant money from the last financial year, to replace this tree plus have a planting programme in the autumn/winter. The intention would be to plant low maintenance specimens.

Cllr Hughes suggested a get together to make a plan of how best to proceed. Once agreed Cllr Bailey suggested that a day be allocated where all Members help with the planting.

All agreed, that they would like £2k to be taken from the unused councillor grants and **put into reserves** for planting in the autumn.

0522/AP1778

**Councillor Grants**

This item was discussed in conjunction with the agenda item above

0522/AP1779

**Agenda items for the next meeting**

Review of project plan New desktop computer/laptop

Conservation Area Guidelines – AW Multi sports Court future usage – IA

Next Full Council Meeting – 8th June.

There being no further matters to discuss the Chair called the meeting to a close at 9:56 pm.