

SILVER END PARISH COUNCIL

Minutes of the Full Parish Council meeting held on 14th December 2022 in the Parish Council Office, Silver End Village Hall.

Present: Cllr Bugg (Chair,) Cllr Waine, Cllr Hughes, Cllr Bailey, Cllr Ashford, Cllr McDonald, Mrs Temple (Clerk,) Cllr Playle (ECC) and Cllr Abbott (BDC.)

1222/FC1859 **Apologies for absence:** Cllr Wright (BDC.)
Absent without apologies: None.

1222/FC1860 **Declarations of Interest** by Members in respect of any items on the agenda.
None offered.

1222/FC1861 **Members of the public** are given an opportunity to speak at this point (10-minute allocation.)
None in attendance.

1222/FC1862 **Minutes of the last Meeting** were signed as a true record of the meeting. In addition, the minutes for the meetings on the 10th of August and the 27th of September were also formally agreed and signed, as the 2 previous meetings were non quorate.

Matters arising from those minutes/Clerk's Report:

The Clerk reported that:

- It was agreed at the last meeting that a date would be fixed at this meeting for staff reviews. The employment committee suggested the 18th of January or the following week as an alternative. The **Clerk** will make contact.
- Future cluster meetings with Rivenhall and Great Braxted PCs was discussed at the last meeting, and it was agreed to discuss again at this. This follows Cressing PC being unable to attend the 3 PC's Cluster Meeting for the time being. Some councillors felt that there is little connection with Great Braxted but others felt that working together over issues relating to the A12/A120 might give us more influence. Cllr Abbott pointed out that any meetings would be issue based and ad hoc therefore it was agreed that the **Clerk** will contact Rivenhall and asked to be involved when appropriate.
- The handle of the toilet in the Memorial Gardens has been repaired.
- The gate to the rear of the village hall has been repaired.
- As discussed at the last meeting and agreed in May 2022 (0522/AP1777) plants were purchased and planted in the Memorial Gardens – with thanks to our contractor.
- BDC have paid SEPC for the stones that have been placed in the Memorial Gardens by our contractor. The Clerk has arranged for the invoice to be paid.

1222/FC1863 **Report from County/District Councillors**

Cllr Abbott reported that:

- Scrutiny review re cost of living – due to be discussed on Monday at BDC but cancelled until 3/1 due to the weather.
- Cressing PC – have set up a warm room but it has not used by the public as yet.
- Planning – BDC decided not to defend appeal in Kelvedon. Government consulting on land supply but decision unlikely until next year. May affect Boars Tye Road development.
- Draft of new Conservation Area Guidelines is now due in January.
- Surprised that Redrow 2nd stage was refused. Inspector has thrown it out.
- Unauthorised adverts for developers – he believes it to be fly posting. Legal debate going on at BDC which is ongoing.
- Waste site – cluster of applications at Woodhouse Farm – he has asked for call in.
- Bowls Club – capital bid to help with parking assistance, possibly grasscrete to frontage. BDC have stated that they will only provide a drop kerb, which the Club need to make an application for.
- Tennis Court – BDC have put in an application to Fields and Trusts in order to use for another purpose.
- BDC budget – very challenging, currently in draft form. Budget gap of £600,00 currently. From April 24 there may be a charge for green bins. He is opposed. Street Cleaning – grant proposals to reduce by 1/3 and therefore all PCs need to take this into account for precept.
- Eastlight – action needed for properties that don't cut their hedges. Cllr Ashford commented on 2 properties that border entry to football field which Cllr Abbott agreed to investigate.
- Trees at the edge of Memorial Gardens have become very overgrown. BDC have agreed to prune and lift the crowns, but additional works may be needed.
- Query re iced paths – SEPC are part of ECC's salt bag scheme. Cllr Abbott will send residents in the Clerk's direction to collect bags of salt.
- Congratulations to all those that made the Christmas Event a huge success.

Cllr Bugg reported that he has been approached by a pre-school employee at the village hall, asking for road markings to stop cars blocking the entrance. Cllr Abbott will speak to BDC.

Cllr Abbott was thanked for his report.

Cllr Playle reported that:

- Pothole scheme – 2nd wave started in mid-November – several identified in the village which he has been told are scheduled to be filled. Asked for similar scheme next year for work required on footpaths. Hopes it will be considered for budget.
- Trial for trees to be planted locally. Need to be planted on private land but he has asked for clarification to see if they can be on ECC land if maintained locally.
- Streetlights – most should be replaced for LED in January.
- Consultation – no objections for Sheepcotes Lane becoming a ‘quiet lane.’
- Gigclear – let him know about any poor work man ship. Cllr Bailey stated that every channel has dropped, and Cllr Ashford added that all of the work is of a very poor quality. Cllr Playle will investigate and notify his contact.
- A12 – widening scheme. Local PCs and councillors attended a presentation, particularly relating to the section through Witham. Will be handed over to ECC who will then be responsible for its maintenance. Ongoing between Highways and ECC.

Cllr Ashford reported that 3 drains on Boars Tye Road remain sunken in the road. One is by Bretton; one is outside no. 32 and the other outside no. 75. Tyres and wheels will be destroyed if they hit them, and they are currently hidden by the snow. Poorly repaired in the past. Cllr Playle will speak to his liaison officer and see if longer term repair can be made. The Chair thanked both councillors for their attendance and their reports.

1222/FC1864 Planning Applications – agreed via email communication since the last meeting. Only objections/comments noted:

None reported to the Clerk.

1222/FC1865 Correspondence – not already covered in the Clerk’s Report

Member of the Public – reported that a drone had flown over the Crittall’s site and photos were published on social media. Asked whether this was ‘allowed.’ The Clerk investigated and responded that this is a police matter and sent links from the Civil Aviation Authority to confirm this.

BDC – Annual review of the Open Spaces Action Plan, with response needed by the end of January. The **Clerk** will make this an agenda item for the next meeting.

Braintree Table Tennis League – encouraging new groups by way of support packages to set up new village teams to become part of the league.

Cllr McDonald – keeping Members updated on the National Grid Environmental Scoping Consultation.

BALC – minutes circulated from October’s meeting.

BDC – collated a list of ‘warm rooms’ throughout the district. Available on their website.

Leila Hobart – letter to all councillors conveying her disappointment that no one from SEPC attended the opening of the youth club. Cllr Hughes commented that there was no one available but that SEPC fully support and offer assistance if needed. Cllr Ashford stated that they are in need of storage, and they suggested use of the brick shed to the rear of the village hall. All agreed that this wasn’t a problem although concern was shown that it is a damp space and that it may not be secure. All agreed to purchase a new, stronger padlock. **Cllr Ashford** will organise and liaise with Leila Hobart. It was agreed that the cellar is not an appropriate location for storage due to accessibility.

Residents at The Manors – have lost their current storage for garden items following the collapse of a wall. Eastlight will repair but they need a home for items in the meantime. Councillors’ initial reaction was to allow temporary access, with a fixed term, but Cllr Bugg then reported that they have gained access via a staff member and have already stored items in there. This is with the knowledge that a decision was to be made at tonight’s meeting. Cllr Bugg now has all of the keys. The **Clerk** was asked to contact Eastlight to find out exactly what is happening and ideally for them to arrange storage themselves until repair is organised. The Chair will speak to the residents and convey SEPC’s disappointment. The **Clerk** will notify him as soon as she has heard from Eastlight.

Witham Lunch Club – information and posters circulated regarding a free dinner offered on Christmas Day to those that are alone. To be held at the United Reform Church, Newlands Street, Witham at 12.30pm.

BDC – looking to identify 1-2 sites in the district to plant 1655 whips (approx. 1-2 hectares.) These have been donated by Stansted Airport, who will also plant them.

Smaller Authorities Audits Appt (SAAA) – notification that the auditor for this area for 2022 – 2027 will continue to be PKF Littlejohn.

EALC – ECC have launched a Food Support and Winter Warm Essential Fund. Applications from 30/11 until 31/3/23. The **Clerk** has sent the information to Leila Hobart and will investigate if SEPC can apply on her behalf.

ECC – notification of footpath 63 temporary closure.

BDC – online version produced of the Parish Register on 1st December. Apply for copy if required.

Cllr McDonald – keeping Members updated on the Pylon Campaign.

Indaver – sent a copy of the slide presentation given at the last meeting. The Clerk has forwarded this to all Members.

Cllr McDonald – forwarded the Historic England newsletter to all Members.

Gigclear – details of upcoming road works for councillors’ info and for noticeboards.

Member of the Public – query to Cllr Abbott as to why the pathways in the village remain ungritted. Discussed earlier in Cllr Abbott’s report.

1222/FC1866 Reports

Reports from Silver End Parish Councillors – Meeting/Activities

Remembrance Service – good publicity, Tommy’s outside the village hall were well received.

Memorial Gardens – Cllr Bugg reported that he had a very positive meeting with Rick Sargeant, BDC, this morning although the snow covered most areas. It was suggested that topsoil is put around the pads of the pergola and BDC need to make a capital bid to re-lay the pathway there. A new picnic bench will be installed at that end of the park. The tree in the pond will be removed and replaced and BDC will aim to reduce/remove the bamboo and replant the area. It was suggested that a Tori Arch will be considered as a project for the village’s 100th anniversary. Play equipment has been replaced and more may be available. Potential locations may be considered for installation of the table tennis table. A new padlock will go on the tennis court which dog walkers are currently using. Next meeting arranged for 22nd March at 10am.

Christmas event – amazing turnout. **Cllr Ashford** asked councillors to consider the donation going to Homelight this year. Agreed and he will liaise with Carol Hutchings. Cllr Bugg reported that there had been a very good response to the lights and thanked everyone involved.

WoSE – Cllr Bugg explained that following the magazine’s late arrival from the printers that he was very unwell. As a result, delivery was delayed, and he is aware that some of the rounds didn’t get delivered until after Remembrance Sunday. He is finding it harder to source reliable delivery people. Cllr McDonald commented that he didn’t receive a copy. Cllr Bugg offered thanks to Cllr Bailey for his help in getting the magazines to the delivery people.

Cllr McDonald reported that Anglian Water are putting in a new drain/sewerage at Redrow – going down Western Lane, by the back of pub and then around Bowers Close into the field, out of the village. Access to the field suggests that they are still considering building.

Reports for ECC/BDC

Cllr Ashford reported that the speed sign on the gateway on Boars Tye Road has been removed. Cllr Playle will investigate, and the **Clerk** will report, requesting for it to be replaced with an appropriate, correct, enforceable sign.

Cllr Bugg reported that there are leaves down Silver Street that need sweeping – Cllr Abbott will arrange for the Rangers to clear. **Clerk** to organise the licences for the benches on the crossroads of Broadway/Temple Lane/Valentine Way.

1222/FC1867 **Finance**

Payments made since the meeting on 26th October:

Office service charge	40.00	Petty cash	17.45
Essex Pension	507.01	Tiptree Meals (7/10)	157.00
Printer ink	9.99	Remembrance flag	11.99
Memorial Gardens contract	462.00	Charles Arnold Baker publication xxx	148.50
Tiptree Meals (2 sessions)	249.00	BHIB insurance	836.62
Ambershire Xmas trees	408.00	Refuse truck	237.50
Npower (memorial gardens)	98.88		
Plants for Memorial gardens 0522/AP1777	1886.78		

Payments to be made:

Office Service Charge	40.00	Petty cash	13.21
Essex Pension	507.01	Tiptree Meals (Christmas meal)	282.00
Printer ink	9.99	Memorial Gardens contract	252.00
British Legion – wreath donation	40.00	Christmas vouchers for staff and volunteer	60.00
Speedprint (WoSE)	592.00	C Hutchings (Christmas Event)	184.53
Defib and box	max.1300.00	Padlocks x 5	100.92
Gardening equipment	max.700,00	Microsoft business subs	135.36

Bank Balances

Current Account:	£ 3,736.85
Deposit Account:	£ 49,000.00

1222/FC1868 **New Defibrillator to be installed by the Western Arms – associated costs to be considered**

The Clerk has been in contact with Kev Lay regarding installation. He has visited the Western Arms and provided the Clerk with a quote – £315 + VAT.

All agreed that the **Clerk** should order the defib and the waterproof cabinet (max £1200 inc VAT) and instruct Kev Lay to commence installation as soon as the ordered items arrive.

Once operational the **Clerk** will arrange for the unit to be placed on ‘The Circuit’ to ensure that the emergency services are aware of its location.

All agreed.

1222/FC1869 **Consideration to be given to the purchase of gardening equipment for use by staff and Members**

Cllr Hughes proposed the purchase of short and long handled hedge trimmers and a blower, along with the relevant batteries etc - £700 budget. Cllr Ashford acted as second. No further proposals. Vote: All in favour.

A salt spreader was also discussed but it was agreed that it would likely only have a one-year life due to nature of the item.

Cllr Bailey will kindly organise and invoice the **Clerk**.

1222/FC1870 **Renovation of red telephone box in Silver Street**

Following Mr Manning’s kind offer at the last meeting Cllr Hughes proposed that he be permitted to renovate as discussed. Cllr Bailey acted as second. With no further proposals all were in favour at a vote. The **Clerk** will notify him.

Cllr Waine has some spare windows from the previous renovation, and all agreed that Mr Manning should have them. **Cllr Bugg** will ask him to collect them from Cllr Waine.

1222/FC1871 **First Aid Training – Cllr Waine to discuss the possibility of holding a public session in the village hall**
Cllr Waine asked Members to consider setting up a basic lifesaving course for village residents, using defib and resuscitation. Many companies offer the course – 3 hours. Min 12 attendees £156 for 3 hours run by St John’s. Resus.org is also another company to consider. All felt that this was a very good, positive idea and asked the **Clerk** to circulate to other organisations, and **Cllr Ashford** to place on social media, early in the New Year, explaining that we are thinking of putting on basic training. Ask for volunteers for a course in March/April on either an evening or a weekend. All agreed that SEPC will cover the cost of the course and the hall hire. **Agenda item** for next month.

1222/FC1872 **Donation request from Silver End Neighbourhood Watch**
Request for a donation, any amount would be appreciated, towards the costs of street signs, ‘No Cold Caller’ stickers, personal alarms, Security Door Wedges, 24-hour timers as well as Nominated Neighbour Cards which prevent those who may feel vulnerable, whatever their age, opening doors to unexpected callers.
Cllr Hughes proposed that a specific amount and purpose be specified with Cllr Waine acting as second.
Cllr Bugg proposed, on the basis that money was donated previously for signs, that the request be denied. Cllr Bailey second.
Vote for Cllr Hughes’ proposal – For: 4 Against: 2. Therefore carried. **Clerk** to make contact and place on the agenda for next month.

1222/FC1873 **Agenda items for next meeting**
Next Full Council meeting is to be held on 11th January.
NHW donation request
Precept 2023/24
Recruitment of new councillors
100th Anniversary
Cllr McDonald also asked for an update on dropped kerbs and listed buildings

There being no further matters to discuss the Chair called the meeting to a close at 21.37pm.

This was followed by an opportunity for everyone to enjoy Christmas ‘nibbles’ very kindly provided by Mrs Vicky Waine. Grateful thanks to her, as always, from everyone at Silver End Parish Council and our County and District Councillors.