

**Minutes of a Meeting of Earls Colne Parish Council held in the Council Chamber
On Wednesday 17th August 2011**

PRESENT:

Councillors: Mrs. M. Barrett, Mr. J. Bendall (Chairman), Mr. R. Curtis, Mrs. R. Hall, Mr. C. Hazell, Mrs. D. Howorth, Mr. K. Shipp, Mr. I. Sparks, Mr. R. van Dulken and Mr. F. Williams.

Mrs. P. Herbert was present in her capacity as Clerk, together with Cllr. Siddall and Cllr. Spray (Braintree District Council).

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr. P. Harrington and Mr. P. Darlington (Village Agent).

2. DECLARATIONS OF INTEREST

Cllrs. Hazell and Williams declared a personal interest in the planning application for 14 Upper Holt Street as they were acquainted with the applicant.

3. PUBLIC PARTICIPATION SESSION

It was agreed that Cllrs. Siddall and Spray would contribute to items as they arose.

4. TO APPROVE THE MINUTES OF THE FOLLOWING MEETINGS:

The Minutes of the last meeting, held on the 20th July 2011, were approved and signed.

5. CLERK'S REPORT

- a) **Allotments:** Members noted that water had now been connected to the Allotment site.
- b) **Braintree District Voluntary Support Agency:** No-one was available to attend this organisation's AGM on 14th September
- c) **Air Ambulance:** It was agreed that a visit to the new Visitor Centre would take place at 7 p.m. on Wednesday 7th September, subject to this date being convenient to the Air Ambulance staff.
- d) **Seat outside Co-op:** The Clerk advised that the seat in the High Street, outside the Co-op, had broken along the line where bolts were inserted to fix a support underneath the seat. Whitehouse Enterprises, who refurbished the seat at a cost of £150, had offered two solutions at no cost to the Parish Council - new slats could be fitted to the existing seat with a new support leg or the seat could be removed and a new seat fitted in its place at no charge. Members also considered a third option where the Community Worker would refurbish the seat with wood at a cost between £173.50 and £292.07 and the Parish Council would accept the new seat from Whitehouse Enterprises to use elsewhere in the village.

After some discussion it was agreed that the company's offer to fix a new seat in the High Street at no cost should be accepted.

6. PLANNING

a) **Decisions reached:**

11/00132/TPO – Remove overhanging branches of one oak tree – 13 Church Hill Granted

11/00539/FUL – Erection of single storey front and rear extension, two storey rear Extension and minor internal and external alterations – 2 Park Lane Granted

b) **Current applications:** The Chairman reported on the following planning application:

11/00980/FUL & 11/00981/LBC – Erection of single storey rear extension and internal alterations – Elm House, 14 Upper Holt Street

Members had no objections to this application.

Cllr. Hazell reported on the following applications:

11/00958/FUL – Erection of single storey side extension for porch – Shepherd and Holly House, Newhouse Road

Members had no objections to this application.

11/00970/LBC – Removal of existing render on south facing elevation and replacement with lime render – 93 High Street

Members had no objections to this application.

11/01096/FUL & 11/01087/LBC – Erection of single storey shed in front garden – The Old Stables, 85A High Street

Members objected to this application on the grounds that it would mean the loss of a parking space.

11/01103/FUL – Installation of 8 photovoltaic solar panels to the rear flat roof mounted on A frames – 71 Tey Road

Members had no objections to this application.

11/00991/FUL – Replacement of conservatory with extension – 26 Halstead Road

Members had no objections to this application.

7. MEMBERS' REPORTS:

- a) **War Memorial update:** Cllr. Sparks advised that he had organised a working party to clean up the War Memorial garden on Sunday 21st August. He would also be arranging to seal the cracks in the base of the memorial and to clean the memorial with the aim that all the work would be completed in time for the 100th anniversary of the start of World War 1.
- b) **Transport:** Cllr. Curtis advised that the 2330 bus from Halstead to Colchester would no longer run Mondays to Thursdays.

8. ESSEX COUNTY COUNCIL:

There were no Essex County Council matters to report.

9. BRAINTREE DISTRICT COUNCIL:

- a) **Public Car Park and Toilets:** The Clerk advised that, as agreed at the last meeting, a copy of the specification for the refurbishment of the Public Toilets had been requested. The specification had been considered by the Best Kept Village Working Group at their meeting on 3rd August and a list of additional work, which would be required to be carried out before the Parish Council could consider taking the toilets over, had been sent back to the District Council. The District Council had included the extra list of works in

the specification, subject to funding, and would confirm the exact programme and timetable when prices were received back from the contractors.

- b) **Polling District and Polling Place Review:** Members noted that every Council in England and Wales must undertake a review of all of the Polling Districts and Polling Places in its area by 30th December 2011.

10. DIAMOND JUBILEE/VILLAGE HALL CENTENARY

Notes of a meeting of the Working Group held on 3rd August were discussed. It was agreed that the Diamond Jubilee and the Village Hall Centenary should have separate Working Groups and Cllr. Barrett would chair the Diamond Jubilee Working Group which would consist of Cllrs. Hazell and Sparks, and the Clerk. The Village Hall Centenary Working Group would be chaired by Cllr. Howorth and would consist of Cllrs. Hall, Shipp and Williams.

Members considered whether it would be appropriate to use part of the legacy from Christopher Holmes to erect a sundial as part of the Diamond Jubilee celebrations. Suggestions were made as to the type of sundial, its possible location, and alternative items which could commemorate the Diamond Jubilee. The Diamond Jubilee Working Group would consider this matter further and make a recommendation at the next meeting.

The Greenheart Campaign had issued a formal application pack for the Jubilee Oak. They required the exact proposed location which would be assessed for suitability. A course was also being run for tree wardens on `The right tree, right place` with planting and aftercare advice, which Cllr. Curtis had agreed to attend on 25th August. Cllr. Curtis would liaise with the Millennium Green Trust concerning the location of the tree.

11. PROPOSED RIVER COLNE COUNTRYSIDE TRUST

Cllr. van Dulken volunteered to attend a meeting being held at Chappel and Wakes Colne Village Hall on Tuesday 20th September to discuss a proposal to establish a new Trust to work voluntarily in the River Colne Valley and the surrounding countryside.

12. BEST KEPT VILLAGE WORKING GROUP

Members considered the notes of a meeting held on 3rd August. It was agreed that the Community Worker should be asked to paint the two telephone kiosks in the village.

13. VILLAGE HALL

- a) **Premises Licence:** The Clerk advised that the only licensed establishment in the village which had responded to the letter sent out inviting applications to become the Village Hall`s Designated Premises Supervisor had been The Drum. Cllr. Shipp and the Clerk had met with the licensees of The Drum on 1st August and the notes of that meeting had been circulated. Michelle Everitt had been appointed as Designated Premises Supervisor and an application to vary the Village Hall`s Premises Licence has been submitted to the District Council. This action was confirmed by members.

14. FINANCE:

- a) **Payment of Accounts:** For schedule of payments see Appendix 1.
- b) **Completion of Annual Audit:** The Clerk advised that the audit of the Council`s Accounts for 2010/11 had been successfully completed with the auditor being satisfied that relevant legislation and regulatory requirements had been met.
- c) **Proposal to purchase two new litter bins for the play area in Halstead Road:** It was agreed that two coloured bins should be purchased for the play area in Halstead Road to

replace the current black bins which could be used elsewhere in the village. The cost of the litter bins was £133.49 for each bin.

There being no further business, the meeting closed at 9.35 p.m.

Date

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CHAIRMAN