

**Minutes of a Meeting of Earls Colne Parish Council held in the Council Chamber  
on Wednesday 20<sup>th</sup> July 2011**

---

**PRESENT:**

Councillors: Mrs. M. Barrett, Mr. J. Bendall (Chairman), Mr. R. Curtis, Mrs. R. Hall, Mr. P. Harrington  
Mr. C. Hazell, 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. C. Siddall and Cllr. G. Spray.

**1. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllr. D. Howorth.

**2. DECLARATIONS OF INTEREST**

No declarations were made.

**3. PUBLIC PARTICIPATION SESSION**

No-one wished to speak during the public session

**4. TO APPROVE THE MINUTES OF THE FOLLOWING MEETINGS:**

The Minutes of meetings held on 15<sup>th</sup> June 2011 and 6<sup>th</sup> July 2011 were approved and signed.

**5. CLERK'S REPORT**

- a) **Data Protection:** The Clerk said that the NALC had advised that all councils, regardless of size, should be registered under the Data Protection Act 1998. The annual fee for notification was £35 and this could be done on line. It was agreed that the Clerk should register the Parish Council as advised.

Members noted that the Clerk was waiting for further clarification concerning the necessity for individual councillors to register under the Act.

- b) **The Estate of the late Christopher Holmes:** The Clerk advised that she had received a letter from solicitors acting for the Personal Representatives of the late Christopher Holmes` estate and that Christopher Holmes had left the Parish Council a legacy of £5,000. It was agreed that this money should be used for a feature in the village to commemorate the Queen`s Diamond Jubilee. The Working Group would come back to the Parish Council with suggestions.
- c) **Ordination of Mark Burbridge at EC Baptist Church:** It was agreed that Cllrs. Bendall, Hall and van Dulken would attend the Ordination on 3<sup>rd</sup> September.
- d) **Best Kept Village Competition:** Members noted that the winners in class 2 were Kelvedon and the runners up were Thaxted. A copy of the marking sheet for Earls Colne was circulated.
- e) **Four Colnes Show:** Cllrs. Bendall, Harrington, Hazell, Shipp, van Dulken and Williams volunteered to man the Parish Council`s stall at the Four Colnes Show on 13<sup>th</sup> August.
- f) **Request for donation:** The Clerk advised that a letter had been received from Victim Support requesting a donation. She had sent them a standard reply advising that the Parish Council did not give ad hoc donations, only the Centenary Award.
- g) **P.C. Meeting 21<sup>st</sup> September 2011:** Members noted that Cllr. Jo Beavis would be attending this meeting to talk about her role as the District Council`s Cabinet Member for Communities.

- h) **Allotments BBQ:** The Clerk advised that all councillors were invited to the Allotments Annual BBQ on Saturday 3<sup>rd</sup> September from 1 p.m. Cllrs. Bendall, Curtis, Shipp and van Dulken agreed to attend.
- i) **Essex & Herts Air Ambulance:** Members noted that the Air Ambulance charity would be holding an `Earls Colne Goes Yellow` event during the week commencing 26<sup>th</sup> September to raise funds and promote awareness. The Clerk was asked to arrange for the members to view the new Visitor Centre.

## 6. PLANNING

- a) **Decisions reached:** Members noted the following:

*11/00094/TPO – Reduce 1 pine tree – 29 Coggeshall Road* Part Granted/Part Refused

*11/00061/FUL – Demolition of garage to be replaced with side extension to form granny annexe, 1 Broomfield Cottages, Coggeshall Road* Refused

*11/00675/LBC – New front door, Nightingale Cottage, Nightingale Hall Road* Granted

- b) **Current applications:** Mr. Curtis reported on the following applications:

*11/00924/FUL – Retrospective change of use of land for the siting of a mobile home to supervise the horticultural business at Olivers Plants – Broomfield Nurseries, Coggeshall Rd.*

Members had no objections to this application, but suggested that any permission granted should be for a temporary period of two years.

*11/00908/FUL & 11/909/LBC – Installation of an additional window to the first floor of the northern elevation – Chapel Cottage, Upper Holt Street*

Members had no objections to this application.

*11/00407/FUL – Erection of conservatory/atrium dining area over existing terrace at side of restaurant – 44 Lower Holt Street*

Members had no objections to this application.

*11/00157/TPOCON – Pollard 2 holm oaks and fell 1 beech tree – 46 Park Lane*

Members had no objections to this application.

*11/00158/TPOCON – Fell 1 conifer, remove deadwood and broken limbs and reduce over extended branches of 1 cedar – 42 Park Lane*

Members had no objections to this application.

- c) **Meeting with Colne Valley Golf Club:** Members noted the contents of a report of a meeting with the Golf Club to discuss development proposals which had been attended by Cllrs. Bendall and Curtis.

- d) **Essex & Herts Air Ambulance:** The Clerk advised that under the terms of the existing planning approval for the Essex and Herts Air Ambulance to operate from E.C. Airfield, the Charity was required to consult with local Parish Councils to determine if they held any views or observations on its continued use of the Airfield. Members did not wish to make any comments other than they had welcomed the Air Ambulance to Earls Colne and would continue to do so.

- e) **Oxford House:** The Clerk advised that she had contacted the Listed Buildings Officer regarding the condition of this building as requested at the last meeting. The Listed Buildings Officer had said that she was aware of the property and has been in discussion with the agent (but not since the beginning of the year). The building was not in a bad enough condition to be considered as a building at risk which would mean it could be put on the `At Risk Register`, and there was no action she could take.

## 7. MEMBERS' REPORTS:

- a) **Earls Colne Airfield Liaison Group Meeting 29/6/11:** Cllr. Sparks had been unable to attend this meeting, but Cllr. Spray gave a brief report.
- b) **Halstead Area Traffic Liaison Group:** Cllr. Curtis reported that this group had been disbanded and that in future all matters would be dealt with by the Local Highways Panel.
- c) **Greenfields Area Estate Inspection:** Cllr. Curtis reported on the estate visit he had attended on 5<sup>th</sup> July.
- d) **Millennium Green Trust :** Cllr. van Dulken reported on a meeting of the Millennium Green Trust which he had attended on 14<sup>th</sup> July.

## 8. ESSEX COUNTY COUNCIL:

- a) **Speed Limit Review – B1024, Coggeshall Road:** The Clerk reported that a reply had been received from Essex County Council advising that the Speed Limit Review for all Priority 1 and 2 roads, including all A and B roads in the Braintree network has been completed and it had been decided that the current speed limit in Coggeshall Road adhered to policy and that no action was necessary.

However, due to pressure from the Parish Council and local residents, Coggeshall Road would be reassessed towards the end of the year to see if any changes could be made, but there was no guarantee that any action would be taken.

- b) **Request for Parking Restrictions in Foundry Lane:** The Clerk advised that a resident had contacted the Highways Department requesting parking restriction in Foundry Lane because cars were parked on both sides of the road making it difficult for emergency vehicles to negotiate. The resident had experienced difficulty in driving her caravan up Foundry Lane after collecting it from storage. Members felt that the situation in Foundry Lane was no worse than in many other roads in the village and it was agreed that no action should be taken.
- c) **Essex Youth Bus:** A list of dates when the bus would visit Earls Colne had been given to members.

## 9. BRAINTREE DISTRICT COUNCIL:

- a) **Public Car Park and Toilets:** The Clerk reported that an update had been received from Paul Partridge and the Clerk was asked to request sight of the specification for the refurbishment of the public toilets before any work started.
- b) **Localism Summit – Thursday 22<sup>nd</sup> September 2011:** Cllrs. Bendall and Williams agreed to attend this event.

## 10. DIAMOND JUBILEE/VILLAGE HALL CENTENARY

Members noted that the first meeting of the Working Group was due to take place on 3<sup>rd</sup> August.

The Clerk advised that Braintree District Council had set aside a commemorative oak tree for each town and parish. Members agreed that a tree should be planted in the village, and Cllr. van Dulken advised that the Millennium Green Trust would be happy to accept the tree for planting on the Millennium Green.

#### **11. PLAY AREA, HALSTEAD ROAD – ANNUAL SAFETY INSPECTION**

The Clerk reported that an inspection had been carried out by ROSPA on 24<sup>th</sup> May and all items were found to be satisfactory with the overall risk rating being low.

#### **12. ESSEX ASSOCIATION OF LOCAL COUNCILS:**

- a) **Councillors` Training Course:** All members present confirmed that they would be attending the training course on 5<sup>th</sup> October.
- b) **Conference:** No-one was available to attend the EALC and Making the Links Conference on 27<sup>th</sup> September

#### **13. BROADBAND IMPLEMENTATION CONFERENCE**

Cllr. Shipp reported on this conference which he and Cllr. Barrett had attended on 18<sup>th</sup> July. The Conference was centred around the organiser`s business and was aimed at areas with no broadband at all. It was agreed that no action should be taken.

#### **14. VILLAGE CAROL SERVICE/OPEN EVENING**

Cllr. Williams reported on a meeting with Greenfields Halstead Forum which had taken place on 18<sup>th</sup> July. It was felt that the activities which the Forum wished to put on in the Village Hall were not appropriate for after the Carol Service, but it was noted that the High Street businesses would welcome additional stalls in the High Street for the Open Evening. The Clerk was asked to advise the Forum accordingly.

#### **15. VILLAGE HALL**

Members noted that the East Anglian Daily Times would be running a feature on the four Colne villages on the following Saturday and were trying to sell advertising to appear in the feature. Members considered whether to advertise the Village Hall, but felt that the area covered by the newspaper was not appropriate for the Village Hall.

#### **16. FINANCE:**

- a) **Payment of Accounts:** For schedule of payments see Appendix 1.
- b) **Internal Audit:** The Internal Auditor had carried an inspection of the Council`s accounts for the period 1<sup>st</sup> April to 30<sup>th</sup> June 2011 on 13<sup>th</sup> July. The accounts were found to be satisfactory with no matters requiring further attention.

There being no further business, the meeting closed at 10.12 p.m.

Date .....

.....  
CHAIRMAN