

Earls Colne Parish Council

Minutes of Earls Colne Parish Council meeting held on Wednesday 16th September 2020 at 7.00 P.M held via zoom.

Present: Cllr John Bendall (Chairman), Cllr Ian Sparks (Vice-Chairman), Cllr Margaret Barrett, Cllr Tony Calton, Cllr Richard Curtis, Cllr Jackie Parish, Cllr Hugh Street, Cllr Jayne Meleschko, Cllr Nicola Spelling, Cllr Nik McKean, Cllr Mick Tracey, BDC Councillor Gabrielle Spray, the Clerk, Mr. G. Walkingshaw and 0 residents.

20/01 Welcome and apologies for absence

Apologies were received from BDC Councillor George Courtauld & Essex County Councillor Jo Beavis

20/02 Declaration of Members interests

None

20/03 Public Open Forum (Maximum 15 minutes)

None

20/04 To approve the minutes of the last meeting

The minutes of the meeting dated 19th August 2020 were approved.

Minutes to be signed by the Chairman

Agreed by All

RESOLVED

20/05 Visitors Report

None

20/06 Clerk's Report

The Clerk informed the meeting of pay rises for all staff in line with Local Government Services Pay Agreement 2020 (NJC), backdated to 1st April 2020 and to have it recorded in the minutes.

The Clerk reported that a zoom meeting has been arranged for Thursday 24th September 2020 at 10.00 a.m. with Persimmons Homes

The Clerk further reported that Cllr Richard Curtis and the Clerk will be visiting the Church to look at the Church Clock on Wednesday 23rd September 2020 at 2.30 p.m.

Cala Homes confirmed that the works for the footpath link will begin next month. They would like to have a further meeting on site to discuss any outstanding items, in order to push ahead with the transfer of the public open space and have offered the following dates:

Wednesday 23rd September – pm

Thursday 1st October – pm

Friday 2nd October – am

20/07

Finance

The following payments were approved for payment in line with the budget:
Agreed by all

| Payee | Payment Details | Amount |
|------------------------------------|---|---------------|
| A&J Lighting | Street Lighting | 42.60 |
| Beck, S Plumbing & Heating | Plumbing & Heating - overflowing toilet at PC | 94.80 |
| Braintree District Council | Hall and Premises | 130.00 |
| Braintree District Council | Public Toilets and Premises | 117.00 |
| Braintree District Council | Store and Premises | 64.00 |
| Braintree District Council | Car Park and Premises | 225.00 |
| British Gas | Electricity - VH - 3/8/20 - 2/9/20 | 77.16 |
| Daisy Communications | Phone | 40.13 |
| Datapartners | Website | 28.20 |
| DOTS | Service Charge & Printing | 36.60 |
| Fork Andles | Miscellaneous items | 35.96 |
| Vine HR | HR Support | 312.00 |
| Staff Costs | | |
| Salaries | See Staff Cost schedule | 4,978.10 |
| Essex Pension Fund | See Staff Cost schedule | 1,300.64 |
| Payments since last meeting | | |
| Sudbury Office Supplies (Sept) | Stationery | 26.00 |
| Post Office (Aug) | Postage | 4.56 |
| ITEK IT Solutions (Sept) | Computer Repairs | 40.00 |
| Data Partners (Sept) | Domain Name Renewal | 48.00 |
| Data Partners (Sept) | Mailbox Renewal | 36.00 |
| Salaries | Final Salary | 442.86 |
| Petty Cash | Zoom Sub / Fuel & Mileage | 101.64 |

20/08

Planning (White Paper)

BDC Gabrielle Spray explained that two papers have come out from the Government on Current Planning and the White Paper.

A District Council meeting has been arranged for Friday 18th September 2020 to allow Councillors to respond to these documents and ask questions as part of a consultation before going to the full council on Monday 5th October 2020.

The Parish Council Chairman, John Bendall raised concerns about the Community Infrastructure Levy, with up to 25% of funding going to Parish Council's stating that it could then be lower than the 25% figure. BDC Gabrielle Spray informed the meeting that 25% of big developments could result in big payments up to £1,000,000 going to Parish Council's and was concerned at the large amounts and how Parish council's would cope with such amounts.

BDC Gabrielle Spray was concerned about affordable housing and reported that this may see a reduction in the numbers.

Ongoing

20/09

Planning/Housing

09.1 Applications for discussion at meeting

20/00271/TPOCON – 1 High Street, Earls Colne – Notice of intent to carry out works in a Conservation Area – T1 – Magnolia Grandiflora – thin crown and reduce by 1 meter and T1 - remove lower branches on Cherry Tree and remove inverted branch in canopy T1 - remove overhanging branches on Hazel Tree

Comments: No Objections

20/01178/LBC – 5 High Street, Earls Colne - Remove and replace existing render and lath to front of the property and repaint outside. Repair and repaint the front door and sash windows to the front of the property.

Comments: No Objections

20/01202/HH – The Barn, Colne Green Farm, Halstead Road, Earls Colne – Replacement of existing windows with Timberlook Flush Sash windows with a white finish

Comments: Objection – Changing Black Windows to White (UPVC) windows.

20/01291/DAC – 15 Burrows Road, Earls Colne – Application for approval of details reserved by condition 3 (samples) of approval 19/02054/HH

Comments: No Objections

20/01322/HH – 15 Burrows Road, Earls Colne – Erection of garden wall and willow fence along the boundary to number 13 Burrows Road

Comments: No Objections

20/01293/FUL – Springtrees, Tey Road, Earls Colne – Demolition of existing storage buildings and the erection of 1 x 3 bed and 2 x 4 bed two storey detached dwelling houses (3 units) with turning and parking onto private driveway.

Comments: Objection – Over development of site with big houses & small garden areas. Access onto busy Tey Road would present traffic issues. Although sufficient parking has been indicated for the new buildings it is not clear where parking for the existing residences of Springtrees & Springtrees Barn is located.

20/01345/HH – 7 Morleys Road, Earls Colne – proposed front porch and replacement of single storey store/carport and rear

Comments: No Objections

20/01351/HH – Blackberry Barn, Burnthouse Road, Earls Colne – Single storey rear extensions, detached single storey carport and associated elevational alterations

Comments: No Objections

20/01352/LBC – Blackberry Barn, Burnthouse Lane, Earls Colne – Single storey rear extensions, detached single storey carport and associated elevational alterations conservatory

Comments: No Objections

20/01372/DAC – 16 Park Lane, Earls Colne – Application for approval of details reserved by condition 3 of approved application 20/0105/HH

Comments: No Objections

20/01376/FUL – Meadow Croft, Station Road, Earls Colne – Erection of 1 x 3 bedroom two-storey detached dwelling house and detached stable block

Comments: Objection – Outside the village envelope. Recent development nearby has been refused. Colne Valley aesthetic view being eroded by buildings in the valley. Could lead to further planning and development in the future. Unacceptable encroachment into the Colne Valley when compared to Colne House Farm and The Colne Valley Golf Club.

20/01395/FUL – 9 Queens Road, Earls Colne – Erection of a single storey two bedroom replacement dwelling house

Comments: Objection – Not in keeping with the street scene. Due to the dire situation in respect to on street parking in Queens Road the off street parking requirement should be applied to the redevelopment of this site.

20/01400/DAC – Land Rear Of Tey Road, Earls Colne – Application for the approval of details reserved by conditions 3, 4, 8 & 19(a) of approved application 18/00214/OUT

Comments: No Objections

09.2 Planning Applications – Observations conveyed under delegated authority since last meeting:

None

09.3 Planning Applications – Decisions received since last meeting

None

20/10

Village Hall Project

The Chairman, John Bendall asked the Parish Council to approve £200,000 expenditure for the Village Hall Project.

Cllr Nikki Spelling suggested that we could become a charitable trust and obtain funding through grants. 3 Councillors suggested they were not in favour of becoming a charitable trust.

The Chairman explained the history of the village hall and how it became the property of the Parish Council.

Cllr Nikki Spelling was actioned to look at trust options and other set ups for obtaining funding.

It was proposed that Cllr Nikki Spelling investigate setting up a trust.

Proposed: Cllr Ian Sparks Seconded: Cllr Hugh Street

Councillor Vote: In Favour 10 Against 1

Ongoing

20/11

Grass Cutting Mower (John Deere 1570)

Cllr Ian Sparks asked the Parish Council for approval to purchase a John Deere 1570 Grass Cutting Mower. Cllr Ian Sparks informed the meeting that the cost would be £19,700 plus VAT; this would include maintenance annually and a 2 year warranty on labour and parts. He further reported it could be used as a tractor and an attachment could be bought (less than £800) to use as a snow plough if required. The mower has a road speed of 16 mph, is fully registered for the road and comes with full lightings. Cllr Margaret Barret confirmed that the Council had money in reserves to cover the cost of funding the mower.

It was proposed by Chairman John Bendall to purchase the mower.

Proposed: Chairman John Bendall Seconded: Cllr Richard Curtis

Councillor Vote: In Favour 9 Against 2

Decision: to purchase the mower

Ongoing

20/12

Emergency Plan

The Parish Clerk reported that the Emergency Plan needs reviewing and updating. Cllr Ian Sparks volunteered to help and suggested that a COVID section be included as well.

Ongoing

20/13

B.T. Phone Box (High Street, Earls Colne)

The Chairman actioned the Parish Clerk to contact British Telecom to inform them that they would like to keep the Telephone Box and with the Phone connected as well.

Action

20/14

Station Road Footway

The Chairman reported that we had received only one letter in response to the proposed Footway for Station Road. He further stated that there was no mandate from residents to continue with this proposal.

Resolved

- 20/15 Grass Cutting at the millennium Green and Cemetery**
The Parish Clerk was actioned to arrange a meeting with Mark Payne to discuss grass cutting at the Open Cemetery. **Action**
- 20/16 Roles and Responsibilities**
The committees and representatives roles and responsibilities were approved for 2020/2021(see document at end of minutes)
Agreed by all **Resolved**
- 20/17 Neighbourhood Plan**
Cllr Tony Calton reported that there was very little to update on the Neighbourhood Plan. He reported that it was agreed to apply for funding for the Housing Needs Survey. **Ongoing**
- 20/18 Community Worker**
The chairman reported that there was no immediate issue in respect to cover. **Resolved**
- 20/19 Training/Events**
- 19.1 Reports on attended events
None
- 19.2 Nominations for new events
None
- 20/20 Information Exchange/Items for next agenda**
Cllr Ian Sparks asked Remembrance Day to be added to the next agenda.
- 20/21 To confirm date and time of next meeting**
Date of next meeting: Wednesday 21st October 2020 at 7.00 p.m.
The meeting ended at 9.20 p.m.

Signed.....

Chairman

Date.....

Earls Colne Parish Council
COMMITTEES AND REPRESENTATIVES – 2020/2021

| | |
|--|---|
| Airfield Liaison Committee | J. Parish |
| Annual Report | J. Meleschko |
| Allotments | M. Barrett, R. Curtis |
| Braintree Association of Local Councils | J. Bendall |
| Car Park / Public Conveniences | H. Street, I. Sparks, J. Bendall |
| Christmas Carol Service/Tree | All Councillors (lead John Bendall) |
| Church Clock | R. Curtis |
| Climate Change | J. Meleschko, M. Tracey, N. Spelling, R. Curtis |
| Community Worker | M. Barrett, I. Sparks |
| Earls Colne Heritage Museum | J. Bendall |
| Earls Colne Recreational Trust | J. Meleschko |
| Earls Colne Twinning Association | H. Street |
| Emergency Planning | J. Meleschko |
| Finance | M. Barrett, M. Tracey |
| Footpath Representative | R. Curtis |
| Halstead & Earls Colne Educational Trust | J. Parish |
| Highways | J. Bendall, I. Sparks, H. Street |
| Library | N. Spelling |
| Millennium Green Trust | R. Curtis |
| Neighbourhood Plan | T. Calton |
| Newsletter/Welcome Pack | M. Tracey |
| Patient Participation Group | J. Parish |
| Personnel | M. Barrett, J. Bendall, I. Sparks |
| Planning | Rota |
| Planting Schemes | N. Spelling |
| Play Area | N. McKean, J. Parish |
| Police Liaison | I. Sparks |
| Transport | R. Curtis |
| Tree Warden | R. Curtis |
| Village Environment | By zone |
| Village Hall | M. Barrett, J. Bendall, J. Parish |
| War Memorial | J. Parish, I. Sparks |
| Youth | N. Spelling |

Agreed by all at Parish council Meeting 16/09/20