

**Minutes of Meeting of Earls Colne Parish Council**  
**held in the Council Chamber on Wednesday 17<sup>th</sup> July 2019**

**PRESENT:** Cllrs. Mr. J. Bendall, Mr. T. Calton, Mr. R. Curtis, Mrs. J. Meleschko, Mrs. J. Parish, Mr. I. Sparks, Mrs. N. Spelling and Mr. M. Tracey; Mrs. A. Emerson (Clerk).

1. **APOLOGIES FOR ABSENCE:** Cllrs. Mrs. M. Barrett and Mr. H. Street, District Cllrs. G. Spray and G. Courtauld and Essex County Cllr J. Beavis.
2. **DECLARATIONS OF INTEREST:** Cllr. M. Tracey declared an interest in agenda item 6b relating to 19/01102/HH.
3. **PUBLIC PARTICIPATION SESSION WITH RESPECT TO ITEMS ON THE AGENDA:** No members of public in attendance.
4. **TO APPROVE THE MINUTES OF THE FOLLOWING MEETING:** The minutes of the Parish Council Meeting of 19<sup>th</sup> June 2019 were approved and signed as a true record.
5. **CLERK'S REPORT:** Report provided detailing status of previous resolutions. Cllrs. I. Sparks, R. Curtis and N. Spelling to be added to call out rota re Store Alarm and Clerk to arrange training.
6. **PLANNING:**

a) Decisions reached by Braintree District Council as follows: -

Application No.	Location	Description	Decision
19/00535/HH	Shepherd and Holly House, Newhouse Road	Proposed detached garage/cart lodge with games room above and external staircase.	Application Permitted
19/00824/DAC	Land Adjacent to Colne House, Station Road	Application for approval of details reserved by condition 6 of approved application 17/00140/VAR - application for variation of condition 25 of approved application 15/00934/OUT - to amend the list of approved plans	Application Permitted

b) Current Applications were reviewed by the Parish Council as follows: -

- Tree related applications – Richard Curtis

Application No.	Location	Description	Parish Council Decision
19/00164/TPOCON	Store Adjacent Public Toilets, Queens Road	Notice of intent to carry out works to a tree in a conservation area - Sycamore (t1) - Fell	No objections
19/00160/TPO	20 Kemsley Road	Notice of intent to carry out works to trees protected by TPO 41/00 - Reduce 1 oak and 1 field maple by approx. 1.5 m back to old points and crown thin by 30%	No objections
19/00142/TPOCON	4 Brickwall Court, Foundry Lane	Notice of intent to carry out works to a tree in a conservation area - fell one contorted willow	No objections

- Other applications – Ian Sparks

Application No.	Location	Description	Parish Council Decision
19/01120/DAC	Land Adjacent Meadow Croft, Station Road	Application for full approval of details reserved by condition 5 of approval 19/00293/FUL – Erection of detached dwelling within the ground of Meadow Croft – Revised Scheme	Information Only

19/01112/DAC	Land West of Station Road	Application for approval of details reserved by condition 5 of approved application 18/00121/OUT	Information Only
19/01102/HH	Myrtle Cottage, 2 Park Lane	Erection of a single storey side extension, first floor extension (north), single storey extension (north), porch extension (amended scheme to previously approved 11/00539/FUL)	No objections
19/01105/HH	Colne Green Farm, Halstead Road	Erection of a detached cartlodge	No objections
19/01089/HHPA	13 Lowefields	Erection of a single storey rear extension. Extension will extend beyond rear wall of the original house by 3.5m, with a maximum height of 3.3m and 2.8m to the eaves of the extension	No objections
19/01044/FUL	Land Adjacent to Keepers Cottage, Station Road	Demolition of existing workshop building and construction of 2 no. 3 bedroom detached houses with single detached garages	No objections

c) 19/00604/FUL – Clerk to acknowledge Brands Direct letter and confirm with BDC if any further action is required.

**7. ASSIGN RESPONSIBILITY FOR ANNUAL REVIEW OF POLICIES & PROCEDURES:**

- a) Employment Policies – Cllr. I. Sparks
- b) Complaints Procedure – Cllr. J. Bendall
- c) Press & Media Policy – Cllr. N. Spelling
- d) Freedom of Information & Data Protection Policies – Cllr. J. Bendall

8. **REVIEW QUOTATIONS FOR RECREATION CLUB PLAY AREA FENCING:** Members reviewed quotes from 3 companies and agreed to proceed with Tarmec & Croft Option Two.

9. **ROAD NAME FOR CALA HOME SITE:** Members proposed Hobbs Way. Clerk to follow up with BDC and the Hobbs family.

10. **UPDATE ON NEIGHBOURHOOD PLAN:** Cllr. T. Calton provided an update on activities and highlighted the need for improved engagement with residents. Members approved Survey Monkey cost (£320) for inclusion in NP funding submission.

11. **FOUR COLNES SHOW:** Members agreed to attend show with no need for a formal schedule. Team responsible for set up to meet at Village Hall at 10am. Materials to include information on planting scheme and library.

12. **ESSEX COUNTY COUNCIL MATTERS:** Members advised of update from Cllr. J. Beavis: Halstead Town Council considering a Neighbourhood Plan and Gosfield Parish in the process of starting a group up.

13. **BRAINTREE DISTRICT COUNCIL MATTERS:** No matters reported.

**14. FINANCE:**

- a) Payment of Invoices – members reviewed the list of payments for July 2019 and a summary of budget overspends. Members noted that payments would be made via telephone this month.
- b) Bank Reconciliation May and June 2019 – reconciliation review completed by Cllr. M. Tracey.

Meeting closed at 9.07 pm

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Chairman

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Date