

Minutes of Meeting of Earls Colne Parish Council
held in the Village Hall 17th November 2021.

PRESENT: Cllrs., Mr. J. Bendall (Chair), Cllr. Mr. T. Calton, Mr. R. Cook, Mr. R. Curtis, Mr. N. McKean , Mr. I. Sparks, Mrs. N. Spelling, Mr. H Street; County Cllr. C.Siddall; and District Cllr. G. Spray; and D. Hayns (Clerk)

- 1. CONFIRMATION OF CLEAR TESTS FOR ATTENDEES:**
- 2. TO RECEIVE APOLOGIES FOR ABSENCE;** District Cllr. G. Courtauld, Mrs. J. Parish, Spike Townsend - Community Special
- 3. TO RECEIVE DECLARATIONS OF INTEREST:** None
- 4. TO APPROVE THE MINUTES OF THE FOLLOWING MEETING - PARISH COUNCIL MEETING 20th October 2021:** Minutes approved
- 5. PUBLIC PARTICIPATION SESSION WITH RESPECT TO ITEMS ON THE AGENDA:** Mr P Wall, Mr R Ranns, Mr B Lynham - General Interest
- 6. FINANCE:**
 - a) To approve the payment of November invoices
 - b) To acknowledge completion of the bank reconciliation for October 2021
 - Members noted that the Bank Reconciliation for October was now being completed on Scribe software
- 7. TO RECEIVE THE CLERK'S REPORT:** Report provided, detailing status of previous resolutions.
Clerk provided an update on the following: -
 - Access to Post box by residents on the High Street. The possibility of a post box being returned to the Village Green. Royal Mail have advised that due to the large initial and ongoing costs the answer is normally no. They can only suggest writing in to their Customer Services formally as a Parish Council. This is to be included with the similar issue raised at the Councillor Surgery. (Clerk to Action).
 - 15 High Street – there has been some interest in opening as a Community Hub/Charity Store and COOP Estates are happy to engage. They would consider a 6mth agreement which would need to cover their insurance costs and the Business rates. Costs would be dependent on what the store is used for. Cllrs agreed to pass on contact details for COOP Estates to any groups interest and provide details of any grants or subsidies Clerk becomes aware of but will not coordinate or facilitate usage.
 - New utilities agreements confirmed for Village Hall, Museum and Toilets, coming online in December – criteria used:-
 - UK based company

- Business supplier (as these are the most stable at the moment)
- With online account – no paper bills
- Smart meter upgrades
- Green renewable energy provisos if possible.
- Persimmon Site : links to existing water utilities being undertaken through Halstead Road access.
- Cala Site: hopefully a meeting to be arranged in the next week or so with BDC and the Cala team.
- Thomas Bell Road – damage to the road sign. Cllr. Siddall advised this sign might be managed by BDC. (Clerk to Contact BDC)

8. TO RECEIVE THE COMMUNITY SPECIALS REPORT:

- Unfortunately the Community Special could not attend the meeting.

9. PLANNING:

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

Application No.	Location	Description	BDC Decision Minutes
21/03034/PLD	4 Ashwells Meadow CO6 2RF	Application for Certificate of Lawfulness for proposed development - Proposed single storey mono-pitch timber frame rear extension	Application Permitted
21/02820/TPO	18 Morleys Road Earls Colne Essex CO6 2NT	Notice of intent to carry out works to trees protected by Tree Preservation Order 40/ Reduce Birch by 3 meters as too big for such a small garden and Cut back over hanging Beech from number 19 to boundary using growth points. Tree seems to be diseased worried about branches dropping into garden.	Application Permitted
21/02608/HH	Sunset High Street Earls Colne Essex	Erection of front extension, insertion of 2 roof lights, cladding of external walls to dwelling and garage, provision of new garage doors and alterations to fenestration.	Application Permitted
21/02547/HH	14 The Croft Earls Colne Essex CO6 2NH	Two-storey front and rear extensions, first-floor side extension, single-storey rear extension and single-storey outbuilding.	Application Permitted

It was shared that the application **19/02257/OUT** Station Road Earls Colne Essex Development has been refused at appeal but Cllr. Spray shared that this had been with the upsetting news that the Inspector did not view that there are enough new houses within the current BDC Local Plan. Further information to be shared as they are available.

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

Application No.	Location	Description	Parish Council Decision
21/03166/HH	23 Nonancourt Way O6 2SW	Alterations to existing conservatory to increase energy efficiency	No Objections
21/03051/TPOCON	1 Aubrey Close, CO6 2FG	Notice of intent to carry out works to trees in a Conservation Area - Fell row of leaning and sick Sycamore stems, running 3-4 meters back from the boundary fence approx to line of Holly tree. Dence	No Objections

		cluster of trees at bottom of fence line, cut back branches over hanging garden	
21/03110/TPOCON	28 Burrows Road CO6 2SA	Notice of intent to carry out works to tree in a Conservation Area - Fell diseased Cherry tree at rear of property	No Objections
21/03200/TPOCON	1 Coombe Lodge Foundry Lane CO6 2SB	Notice of intent to carry out works to tree in a Conservation Area - Line Lime trees out the back of Coombe Lodge to be pollarded to previous points as the residents gardens are too shady	No Objections
21/03143/HH	51 Burrows Road CO6 2SA	Erection of first floor rear extension.	No Objections

10. Request for an update on speeding issues

- Request for around £3000 solar powered, mobile, speed sign, which can store data detailing speeds of passing vehicles to be purchased. Put forward to Budget discussions (Cllr. Sparks)
- Cllr. Siddal shared new scheme and criteria for use of portable VAS within the Village.

11. To Discuss Applications for Co-option on Casual Vacancy and confirm Councillor Resignation.

- Two applicants were able to attend tonight, decision deferred to December meeting when third applicant can attend.
- Cllr. Barrett has resigned. Clerk to draft a letter thanking her for all her hard work and long years at the Council.

12. Details on Working Groups and Budgets Clarified so far

- It was agreed that members needed to contact clerk with confirmation of Working Group details and lead. (Clerk to send on list of details required)

13. Feedback on First Councillor Surgery

- Despite the short notice, although there were no residents in person on the evening, there were questions sent electronically and dropped/phoned in during the day for the meeting. It was considered a successful night.
- Questions to be formulated into a spreadsheet and formal answers to be organised.(Clerk to Action)
- Next meeting to be held on the 8th January 2022 at 11am (Clerk to publicise)

14. Actions taken since last Parish Council Meeting that were not on the Agenda

- Works to the Shrubbery have been finished to a very high standard.
- Trees on Village Green were found still to hold some dead wood – tree surgeons have reattended at no further cost to rectify.

- Privacy issues for Councillors – Clerk to be contacted for process if there are any concerns with addresses being held online.
- Burrows development – a contact has been found with the new management company.

15. Update on Village Hall

- Mural for small and large hall to be looked into, source photographs to be found (IS/JB/HS)
- Works to Village Hall reviewed and updated.

16. Update on Museum

- Museum has re-opened.
- Notification has been given that consent has been given for the removal of the staircase. (Clerk to liaise with contractors)

17. To discuss Youth Issues within the Village

- Confirmation that 2nd December meeting can be held at the Village Hall/Parish Chamber. Cllr. McKean to confirm date.
- Confirmation that Parish Council can facilitate contacts between interested parties to take forward suggestions.
- Cllr. Siddall advised that he is working with the Youth Team at Essex and is happy to attend. (Clerk to send on details once confirmed.)

18. To receive update on the Neighbourhood Plan

- Draft Landscape Character Assessment through.
- Request from Cllr. Calton to Cllr. Spray for a meeting with the team working on the Local Plan for clarification and feeding in information (Cllr. Spray and Clerk to action)

19. Noticeboards within the Village

- COOP to be approached about the possibility of putting a new notice board outside their shop. (Clerk to include in discussions for Village Question site)
- St Andrews Church to be approached with a view to a board on their site visible from Park Lane
- We can investigate the moving of the notice board at the High Street End of York Road.
- Siting a board outside the Village Hall/Parish Office to be investigated
- Costs of works to re-vamp the notice board on the Village Green to be ascertained, and can this be included in S.106 monies (S.106 team)

20. Feedback on Remembrance Sunday

- Attendance of 150 – 175 residents at the Memorial.
- Tied in with Centenary of the Poppy Appeal and the Royal British Legion.
- Thanks to Cllr. Spray and Cllr. Courtauld and to Ian Allman of the Poppy Appeal for the funding of the new memorial Bench.

21. Update on Planting

- Cllr Spelling advised that, contact had been made with an interested resident who will be able to join the Working Group and take forward the plans for the Water Pump Dry Garden.
- The unowned triangle of planting at the top of Massingham Drive to be investigated for adoption as it is in such a prominent place and S.106 monies may be put towards replanting (NS/S.106 Team)
- Free bulbs have been sourced from BDC, thanks to Cllr. Spelling for collecting. Some have been distributed to groups within the Village and others will be planted (RC/NS/Community Worker)

22. Clarification on Council Resource Usage

- It was agreed that a policy needed to be in place for Parish Council Resource Usage.
- It was confirmed that the agreement on last months minutes that Cllrs would wait for clarification when new dates confirmed is on the minutes.

Meeting ended 9.50pm.

In Committee

Discussion on applicants for Councillor role.

Chairman

Date