

Minutes of Meeting of Earls Colne Parish Council
held in the Council Chamber on Wednesday 18th September 2019

PRESENT: Cllrs. Mrs. M. Barrett, Mr. J. Bendall, Mr. T. Calton, Mrs. J. Meleschko, Mr. I. Sparks, Mrs. N. Spelling, Mr. H. Street and Mr. M. Tracey; District Cllr. G. Courtauld; Mrs. A. Emerson (Clerk).

1. **APOLOGIES FOR ABSENCE:** Cllrs. Mr. R. Curtis and Mrs. J. Parish, District Cllr. G. Spray and County Cllr. J. Beavis.
2. **DECLARATIONS OF INTEREST:** Cllr. I. Sparks declared an interest in agenda item 6b relating to 19/01447/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 21st August 2019 were amended to reflect correct meeting attendees, approved and signed as a true record.
5. **CLERK'S REPORT:** Report provided, detailing status of previous resolutions. No matters raised.
6. **PLANNING:**
 - a) Decisions reached by Braintree District Council as follows: -

Application No.	Location	Description	Decision
19/00750/FUL	Blackwell's Yard, Coggeshall Road	Extension of open storage area for storage of vehicles and containers including removal of existing trees	Application Permitted
19/01020/DAC	Land Adjacent Meadow Croft, Station Road	Application for approval of details reserved by condition 5 of approval 19/00293/FUL - Erection of detached dwelling within the ground of Meadow Croft - Revised Scheme	Application Permitted
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)	Application Permitted
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	Application Permitted
19/01323/HHPA	13 Lowefields	Erection of single storey rear extension. Extension will extend beyond rear wall of the original house by 3.5m, with a maximum height of 3.2m and 2.65m to the eaves of the extension	Approval Not Required
19/01263/HH	The Old Red House, 52 Park Lane	Internal alterations, demolition of single storey side extension, Replacement of conservatory with an orangery, new roof including loft conversion.	Application Permitted

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

- Tree related applications – John Bendall

Application No.	Location	Description	Parish Council Decision
19/00231/TPOCON	56 Park Lane	Notice of intent to carry out works to trees in a Conservation Area	No objections
19/00214/TPO	31 Halstead Road	Notice of intent to carry out work to tree protected by Tree Preservation Order 7/05	No objections

- Other applications – Hugh Street

Application No.	Location	Description	Parish Council Decision
19/01486/VAR	The Essex Golf & Country Club The Airfield	Application for a variation of Condition 3 of planning permission 19/00433/FUL - to remove the 28 day restriction and change the wording to: - The accommodation permitted shall be occupied for holiday purposes only. The accommodation permitted shall not be occupied as a person's sole or main place of residence. The owners, operators shall maintain an up to date register of the names of all owners occupiers of individual lodges and of their home addresses, and shall make this information available at all reasonable times to the Local Planning Authority	No objections
19/01447/HH	14 The Croft	Single storey and first floor extensions to west elevation, re-roofing to conservatory/store and alterations to fenestration	No objections
19/01430/HH & 19/01431/LBC	6 Halstead Road	Proposed altered window layout, internal alterations and new porch to annexe.	No objections
19/01424/HH	12 The Croft	Erection of rear conservatory	No objections

- 7. APPROVE EMPLOYMENT POLICIES, COMPLAINTS POLICY, PRESS/MEDIA POLICY AND EMERGENCY PLAN:** Members agreed minor amendments to grammar and approved the following documents: Disciplinary Policy, Grievance Policy, Health & Safety Policy, Complaints Policy, Press and Media Policy and Emergency Plan.
- 8. UPDATE ON COMMUNITY LIBRARY:** Cllr. N. Spelling proposed that the Parish Council retract its Expression of Interest given ECC have declared no library will close in the next 5 years and in light of growing evidence that existing community libraries are struggling to provide a comparable service. Members supported this proposal. Clerk to notify residents who had responded to our appeal for volunteers/help. Members agreed to proceed with registering the building as a Community Asset.

9. **UPDATED ON NEIGHBOURHOOD PLAN:** Cllr. T. Calton updated members on the status of the neighbourhood plan. A public meeting is being arranged for Saturday 23rd November in the form of an Open Day and an update on the plan will be delivered to all homes in the village a few weeks before this event.
10. **UPDATE ON PLANTING SCHEME IN VILLAGE:** Members reviewed the proposal for planting this year. Members agreed to move towards a wild, greener and less labour intensive scheme.
11. **CAR PARK AND PUBLIC CONVENIENCES:** Members reviewed resident request for fencing at the rear of the property to be replaced/repared. Cllrs. M. Tracey, H. Street and J. Bendall to determine scope of work.
12. **ESSEX COUNTY COUNCIL MATTERS:**
 - a) Station Road Schemes – Members approved three linked highway schemes for Station Road for submission to Highways Panel.
 - b) Meeting on A1124 speeding – Cllr. I. Sparks provided a summary of A1124 speeding meeting arranged by White Colne Parish Council.
13. **BRAINTREE DISTRICT COUNCIL MATTERS:** Cllr. G. Courtauld provided an update on a recent resident complaint in relation to the Airfield.
14. **FINANCE:**
 - a) Payment of Invoices – Members reviewed the list of payments for September 2019 and a summary of budget overspends and approved all expenditure.
 - b) Bank Reconciliation August 2019 – reconciliation review completed by Cllr. Barrett.
 - c) Bank Mandate – Members approved proposed change to mandate.
 - d) External Audit – Members noted findings from external audit.

Meeting closed at 9.15 pm

Chairman

Date