

**Minutes of Meeting of Earls Colne Parish Council**  
**held in the Council Chamber on Wednesday 19<sup>th</sup> September 2018**

**PRESENT:** Cllrs. Mrs. M. Barrett, Mr. J. Bendall, Mr. P. Clarry, Mr. I. Morton-Smith, Mr. I. Sparks and Mr. H. Street.

Mrs. A. Emerson was present in her capacity as Clerk.

The Chairman informed members that Cllr. F. Williams had tendered his resignation and noted that there were now two vacancies on the Parish Council. Clerk to post notices for co-option as it has been confirmed that no election is required.

The Chairman informed members that Rev. Pete would be leaving the village.

1. **APOLOGIES FOR ABSENCE:** Cllrs. Mr. T. Calton, Mrs. J. Parish and Mr. R. Curtis, District Cllrs. C. Siddall and G. Spray, County Cllr. J. Beavis.
2. **DECLARATIONS OF INTEREST:** None declared.
3. **PUBLIC PARTICIPATION SESSION WITH RESPECT TO ITEMS ON THE AGENDA:**  
2 residents attended the meeting re item 7a and voiced concerns over further development at the Earls Colne Business Park and its potential impact on residents on Coggeshall Road.
4. **TO APPROVE THE MINUTES OF THE FOLLOWING MEETING:** The minutes of the Parish Council Meeting of 15<sup>th</sup> August 2018 were approved and signed as a true record.
5. **CLERK'S REPORT:** Report provided.
  - Clerk to forward information on Litter Innovation Fund to Earls Colne Business Park to see if there is anything that they would like to pursue at the airfield.
  - Members approved adoption of the minor alterations to standing orders from NALC.
  - Chairman thanked Cllr. Sparks for his efforts in securing the silhouettes for 'Battles Over'.
6. **PLANNING:**
  - a) Decisions reached by Braintree District Council as follows:-

Application No.	Description	Location	Decision
18/00196/TPOCON	Notice of intent to carry out work to trees in a Conservation Area - G1- Cherry x2, Oak x2, Horse Chestnut - Provide 1m clearance from overhead cable, T1- Cherry - Reduce crown by 2m to all aspects, back to natural target points, T2 - Field Maple - Fell. Destabilised by recent storm damage, T3 - Ash - Reduce crown by 2m to all aspects, back to natural target points, G2 - Ash x2, Lime, Cherry - Crown lift to 2.4m over footpath and 5.2m over highway	Earls Colne Primary School Park Lane	Application Permitted
18/00181/TPOCON	Notice of intent to carry out works to tree in a Conservation Area - Reduce all 3 stems from a Horse Chestnut by 6-7 metres then reshape	8 Park Lane Close	Application Permitted

18/00157/TPOCON	Notice of intent to carry out works to trees in a Conservation Area - Lime (T1) - Reduce in height by 5 metres back to previous cuts and clear basal suckers. Located on the edge of carpark and in need of management. Yew/Holly (H1) - Reduce in height by 2-3 metres to create a formal hedge. Located on the edge of carpark and in need of management.	1 The Millstore Foundry Lane	Application Permitted
18/00156/TPO	Notice of intent to carry out works to trees protected by Tree Preservation Order 19/00 - Limes x4 (T1-T2-T3-T4) - Group of 4 Limes located in a hedge line, in close proximity to the neighbouring dwelling. Reduce by 5 metres to all aspects and crown lift to 3 metres.	Sesame House 21 Coggeshall Road	Part Granted Part Refused
18/00881/FUL	Erection of new greenkeepers building for secure equipment housing, repairs workshop and secure intal storage/charging facility for golf buggies, tractors, grasscutters, etc.	Colne Valley Golf Club Station Road	Application Permitted
17/02189/FUL	Conversion of farm outbuilding and erection of a new building for B1 commercial uses	Gatehouse Farm Coggeshall Road	Application Permitted
18/01532/NMA	Application for a non-material amendment following grant of planning permission 17/00140/VAR - to amend wording of condition 1 to allow implentation of approved access detail.	Land Adjacent To Colne House Station Road	Application Permitted
18/01312/FUL	Single storey rear extension and conversion of outbuilding	15 Park Lane	Application Permitted
18/00158/TPOCON	Notice of intent to carry out works to trees in a Conservation Area - Cut back Lime overhanging drive flush with hedge and fell dying Yew tree	6 Halstead Road	Application Permitted
18/00858/FUL	Demolition of an existing office/workshop/pig sty and erection of a detached single storey annexe.	Peartree Hall Coggeshall Road	Application Permitted
18/00634/FUL	Erection of a garage/proposed storage building	1 Coggeshall Road	Application Permitted

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

Application No.	Description	Location	Parish Council Decision
18/01624/FUL	Proposed two storey side, rear and part single storey and rear wrap around extension with pitched roofs over.	Gu Brath Coggeshall Road	No objection
18/01444/DAC	Application for approval of details reserved by condition 4 of approved application 15/01569/LBC	Nightingale Hall Barn Nightingale Hall Road	No objection
18/01423/LBC	External and internal repairs to dwelling house	122 High Street	No objection
18/00241/TPO	Notice of intent to carry out works to trees protected by Tree Preservation Order 19/00 - Cut back by 3 metres on large bows and 2 metres on smaller laterals higher up from Ash and Oak trees	11 Coggeshall Road	No objection
18/01462/LBC	Proposed single storey side extension following demolition of metal shed and new access onto Coggeshall Road	Peartree Farm Coggeshall Road	No objection
18/01532/NMA	Application for a non-material amendment following grant of planning permission 17/00140/VAR - to amend wording of condition 1 to allow implementation of approved access detail.	Land Adjacent To Colne House Station Road	No objection
18/01461/FUL	Proposed single storey side extension following demolition of metal shed and new access onto Coggeshall Road.	Peartree Farm Coggeshall Road	No objection
18/00208/TPO	Notice of intent to carry out works to tree protected by Tree Preservation Order 43/01 - Conifer (T2) - Fell to ground level	The Ark 18 Park Lane	Objection

- c) Cllr. M. Barrett will be responsible for planning matters to be presented at next Parish Council Meeting.
- d) Chairman reported on the recent Planning Committee meeting in respect of 17/01081/FUL – erection of 2 dwellings on land adjacent to Oxford House, Upper Holt Street. Application was approved despite concerns over highway matters raised by the Parish Council.
- e) Footpath work appears to be completed at Monks Road. Clerk to notify Site Manager that delivery trucks need to be advised on location of site to prevent issues on Josselin Close.

#### 7. MEMBER'S REPORTS:

- a) Cllr. M. Barrett provided a report on the meeting with Malcolm Hobbs on the 23<sup>rd</sup> August at the Business Park, which included a discussion on a proposal for the provision of office space.
- b) Members were updated on the success of the recent Community Litter Pick and it was agreed that a further date would be planned for the Spring.

- c) Cllr. I. Sparks provided an overview of plans for Remembrance Day and the centenary of the end of WWI.
- d) Cllr. P. Clarry advised members that he had resigned as the Parish Council representative for the Trustees at the Earls Colne Recreation Club. The Recreation Club is in the process of updating the Constitution and the possibility of amending this to remove the need for a Parish Council representative was discussed.
- 8. **ROLES AND RESPONSIBILITIES:** Members reviewed the impact of Casual Vacancies on current Roles and Responsibilities and decision made to wait until vacancies were filled before reassigning these.
- 9. **NEIGHBOURHOOD PLAN:** Members were advised of details of the Public Meeting which will be held on 24<sup>th</sup> October. Preparatory discussions are planned with the BDC representative (from RCCE) on 11<sup>th</sup> October at midday. Cllr. I. Morton-Smith to prepare a press release for the Halstead Gazette and to minute the Public Meeting in the Clerk's absence.
- 10. **COMMUNITY INITIATIVE FUND:**  
An update was given on plans to meet with Wicksteed to discuss improvements to the existing scheme at the Earls Colne Recreation Club playground and a possible new scheme for Reuben Walk.
- a) Cllr. H. Street provided an update on Electric Charging and the merits of pursuing this initiative were debated by members. Cllr. H. Street to contact a supplier and get an idea of costings with the caveat that there should be no cost incurred by the Parish Council to implement any proposal.
- 11. **WAR MEMORIAL GARDEN:** Members discussed request from WI for annual funding for the Memorial Garden. Clerk to request WI put their requirements in writing.
- 12. **COMMUNITY EMERGENCY PLAN:** Members approved amendments to the plan.
- 13. **COMMUNITY WORKER:** No matters reported.
- 14. **ESSEX COUNTY COUNCIL MATTERS:**  
Clerk to forward Members copies of the letters sent to Cllr. Kevin Bentley (ECC), Andy Wright (BDC) and James Cleverly MP re Highways Planning responses along with Cllr. Kevin Bentley's response. Clerk to add to agenda for further discussion next month.
- a) Cllr. H. Street reported on the Highways Meeting held on 28<sup>th</sup> August which discussed proposed schemes at Burrows Road and York Road. Details of a new initiative, the Highways Cluster Meeting, were provided. This meeting will include other Parish and Town Councils and provide a forum for attendees to discuss the challenges they are facing.
- b) Issues raised by a resident on parking across drop kerbs on Sims Close/Burrows Road were discussed. This is creating issues for residents with mobility difficulties. Clerk to contact members of the Art class.
- c) Issues raised by a resident relating to the condition of the footway on Queens Road were discussed. Clerk to send information from Highways to resident and follow up on when the next Highways inspection will take place.
- 15. **CAR PARK AND PUBLIC CONVENIENCES:** No matters reported.
- 16. **BRAINTREE DISTRICT COUNCIL MATTERS:** No matters reported.
- 17. **VILLAGE HALL:**  
Members discussed residents using front bays at the Village Hall for parking on either a regular basis or for extended periods of time. Members agreed that these bays should be reserved for

the Parish Council and its employees and it was agreed that signage should be installed. Clerk to obtain quote to have the area marked to this effect.

18. **HEALTH AND SAFETY:** No matters reported.

**19. FINANCE:**

- a) Members approved the payment of invoices for September and reviewed the Actual/Forecast figures for the year. Clerk advised that the cost of the Maintenance Agreement with A&J Lighting had been reduced by 36% to reflect the fact that all Parish Council managed lighting was now LED.
- b) Members noted that the External Auditors had signed off the Financials for 2017/18 with no issues identified.

Meeting closed at 9.25pm

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Chairman

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Date