

**Minutes of Meeting of Earls Colne Parish Council**  
**held in the Council Chamber on Wednesday 20<sup>th</sup> February 2019**

**PRESENT:** Cllrs. Mrs. M. Barrett, Mr. J. Bendall, Mr. T. Calton, Mr. P. Clarry, Mr. R. Curtis, Mrs. J. Meleschko, Mrs. J. Parish, Mr. I. Sparks and Mrs. N. Spelling.

Mrs. A. Emerson was present in her capacity as Clerk, together with District Cllr. C. Siddall and County Cllr. J. Beavis

1. **APOLOGIES FOR ABSENCE:** Cllrs. Mr. I. Morton-Smith, Mr. H. Street, District Cllr. G. Spray
2. **DECLARATIONS OF INTEREST:** Cllr. Meleschko declared an interest in agenda item 6b) re 19/00013/TPOCON
3. **PUBLIC PARTICIPATION SESSION WITH RESPECT TO ITEMS ON THE AGENDA:**  
A resident attended the meeting to observe proceedings.
4. **TO APPROVE THE MINUTES OF THE FOLLOWING MEETING:** The minutes of the Parish Council Meeting of 16<sup>th</sup> January 2019 were approved and signed as a true record.
5. **CLERK'S REPORT:** Report provided.
  - Open Spaces Plan submitted to BDC, awaiting confirmation that changes are accepted
  - Solar Panels are on hold currently as Village Hall does not meet energy rating criteria for feed in tariff
6. **PLANNING:**
  - a) Decisions reached by Braintree District Council as follows:-

Application No.	Description	Location	Decision
18/00348/TPO	Notice of intent to carry out works to trees protected by TPO 19/2013 – carry out a 2 metre crown reduction	2 Shut Lane	Application Permitted
18/00344/TPOCON	Notice of intent to carry out works to tree in a Conservation Area – fell silver birch tree	4 Squires Court, High Street	Application Permitted
18/02142/FUL	Erection of stable block comprising 2 stables and hay store with integral tack room, erection of a 3 bay cart lodge style garage and the change of use of 1.3 acres of agricultural land to be used for equestrian purposes	The Cart Lodge, Coggeshall Road	Application Permitted
18/00336/TPOCON	Notice of intent to carry out works to trees in a Conservation Area – Take limb off and reshape large Oak tree by 9 <sup>th</sup> green and reshape and dead wood another Oak on 10 <sup>th</sup> hole	Colne Valley Golf Club, Station Road	Application Permitted
18/01863/FUL	20 x 40 manege with post and rail fencing – Retrospective	Land Rear of 9 Coggeshall Road	Application Permitted
18/01699/FUL	Change of use of grassed area to storage of containers, plant and pallets on permeable paving	Blackwell's Yard, Coggeshall Road	Application Permitted

18/01423/LBC	External and internal repairs to dwelling house	122 High Street	Application Permitted
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b) Current Applications were reviewed by the Parish Council as follows:-

- Tree related applications – Richard Curtis

Application No.	Description	Location	Decision
19/00031/TPOCON	Notice of intent to carry out works to trees in a Conservation Area – Remove 2 silver birch trees	22 Park Lane	Objection – case not made for removal
19/00023/TPOCON	Notice of intent to carry out works to trees in a Conservation Area – Beech (between house and Queens Rd) – reduce height by up to one third due to close proximity to house, Eucalyptus (at rear of house, by back door) – thin out branches by one half to maintain current height and shape	21 Queens Road	No Objection
19/00020/TPOCON	Notice of intent to carry out works to tree in a Conservation Area – Cut the branches from 1 Holm Oak away from the building to leave 8 feet away	The Grange, 46 Park Lane	No Objection
19/00013/TPOCON	Notice of intent to carry out works to tree in a Conservation Area – fell 1 Hawthorn tree	Quaker Meeting House, Burrows Road	Objection – case not made for removal

- Other applications – Tony Calton

Application No.	Description	Location	Decision
19/00221/HH	Replacement of existing conservatory with proposed single storey rear extension. New front porch and front bay window	10 Hillie Bunnies	No Objection
19/00200/HH	Increase in size of previously permitted single storey side extension	6 Oxford Court	No Objection
19/00129/DAC	Application for approval of details reserved by conditions 1, 3, 4, 5, 6 and 7 of approved application 18/000610/FUL and 18/00611/LBC	Nightingale Hall, Nightingale Hall Road	No comment

## 7. MEMBER'S REPORTS:

- a) Play Areas – Cllr. Parish provided an update on plans for how to use the S106 payments from approved developments within the village.

## 8. NEIGHBOURHOOD PLAN:

- a) Update on Village Initiative

Cllr. Calton provided an update on status. The first Steering Committee had been held and an initial timeline established. The first Task Group meeting is scheduled for Tuesday 26<sup>th</sup> February. It was agreed that questionnaire for the Neighbourhood Plan be included in the circulation of the Annual Report this year (13/14<sup>th</sup> April).

b) Agreement on designation of Neighbourhood Plan Area.

Members agreed that the Neighbourhood Plan should be defined as the Parish boundary. Clerk to submit application to BDC.

c) Agreement on Steering Group Terms of Reference.

Members approved the Terms of Reference for the Steering Committee.

d) Coggeshall Neighbourhood Plan Regulation 14 Consultation

Cllr. Calton provided a summary of the key areas that the Parish Council should consider providing feedback on (secondary school and healthcare). Cllr Calton and Clerk to complete consultation questionnaire. Clerk to circulate link to Consultation to members.

9. **CENTENARY AWARD 2019/20:** Members agreed the Terms and Conditions for this year's award. Clerk to publish posters on noticeboards. Members discussed carry over of 2018/19 award to the Recreation Club and agreed to defer decision to the next Parish Council Meeting. Clerk to seek advice on declared interests and casting vote.

10. **EV CHARGING POINT:** Item deferred to the next Parish Council Meeting due to Cllr. Street's absence.

11. **MANAGEMENT OF ALLOTMENTS AT NEWHOUSE ROAD:** Cllr. Barrett summarised discussion from the meeting with the Allotment Association on 10<sup>th</sup> December. Clerk to circulate the report to Members. Item to be added to next month's agenda.

12. **CHRISTMAS VILLAGE EVENT:** Members discussed proposed changes to the format and day for this year's Christmas Event. Members were in agreement that the date change to a Friday and the Carol Service be held at a single venue.

13. **LOCAL BUS CONSULTATION:** Cllr. Curtis to complete survey in draft format for discussion at the next meeting.

14. **COMMUNITY SPECIALS:** Cllr. Sparks provided overview of Special Constable scheme and an indication of the type of expenses which would need to be covered by the Parish Council. Members agreed that Community Specials would not be pursued at this time but that resident's opinions should be sought to determine if this is something that should be considered further for the village.

15. **RECREATION CLUB REQUEST FOR MAY DAY FUNDING:** Clerk to advise Recreation Club that this type of funding is covered by the Centenary Award and provide details of how to submit an entry for this year's Award.

16. **VILLAGE OF THE YEAR APPLICATION:** Cllr Parish to prepare submission.

17. **TIMELINE FOR ANNUAL REPORT:** Members agreed to continue with the new format introduced last year. Draft timeline approved.

18. **LOCAL SERVICES FUND APPLICATION:** Members approved application for Footpaths & Footways Contractor on a one year basis at the cost of £5,000, of which £2,500 would be match funded by the Parish Council. Clerk to submit application.

19. **KEEP BRITAIN TIDY - GREAT BRITISH SPRING CLEAN CAMPAIGN:** Clerk to liaise with resident to confirm a date and publicise event.

20. **LIBRARY CONSULTATION – EXPRESSION OF INTEREST IN RUNNING COMMUNITY LIBRARY:** Cllr. Spelling provided an update on the meeting held on Thursday 31<sup>st</sup> January, where the matter of running a community library was discussed with a small subset of residents. Members reviewed draft responses for Expression of Interest Application. Clerk to submit form. Members agreed that residents should be canvassed on their views for a community library as part of the Annual Report distribution.
21. **COMMUNITY WORKER:** No matters reported.
22. **ESSEX COUNTY COUNCIL MATTERS:**
- a) Highways Devolution Briefing: Cllr. Sparks provided an overview of the recent Briefing session. Cllr Bendall read out a proposed addendum to be sent with the signed Grant Application form. Members were in agreement with the content. Clerk to submit form and addendum to ECC.
  - b) Request from White Colne Parish Council to join forces for Devolution Pilot: Clerk to request specific areas that White Colne would like to discuss.
  - c) Meeting with Jo Beavis: Jo provided an overview of the meeting held with Cllrs Bendall, Sparks and Street which covered the Devolution Pilot, the Library Consultation and the Cluster Meeting.
23. Braintree District Highways Panel Report: Cllr. Bendall reported ECC’s decision not to progress with the scheme at the top of Burrows Road. We are waiting for a response from Highways as to why the scheme proposed by the Parish Council was not considered.
24. **BRAINTREE DISTRICT COUNCIL MATTERS:**
- a) Statement of Community Involvement Consultation: Members agreed that feedback should be provided.
  - b) Budget: Cllr. Siddall advised that BDC are in the final stages of budget setting.
25. **CAR PARK AND PUBLIC CONVENIENCES:** No matters reported.
26. **VILLAGE HALL:** No matters reported.
27. **HEALTH AND SAFETY:** No matters reported.
28. **FINANCE:**
- a) Members approved the payment of invoices for February and reviewed the Actual/Forecast figures for the year.
  - b) Clerk reported that Mr Halim Rashid from EMA2 had been appointed as our internal auditor for this financial year.

Meeting closed at 10.15pm

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Chairman

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Date