PRESENT: Cllrs: Mrs. M. Barrett, Mr. J. Bendall, Mrs. Mr. W. Bennett, Mr. G. Branagh, Mr. P. Clarry, Mr. R. Curtis, Mrs. C. Dennison, Mrs. G. McCubbine, Mr. I. Sparks and Mr. F. Williams.

Mrs. V. Holmes was present in her capacity as Clerk, together with four members of the public and District Councillor Gabrielle Spray.

1. **ELECTION OF CHAIRMAN:** Mr. Bendall called for nominations for Chairman. Mr. Bendall was proposed by Mr. Clarry, seconded by Mr. Curtis and this was carried unanimously. Mr. Bendall duly signed the Declaration of Acceptance of Office.

2. **ELECTION OF VICE CHAIRMAN:** Mr. Bendall called for nominations for Vice Chairman. Mr. Sparks was proposed by Mr. Curtis, seconded by Mrs. Dennison and this was carried unanimously. Mr. Sparks duly signed the Declaration of Acceptance of Office.

3. **APOLOGIES FOR ABSENCE:** Councillor C. Hazell.

4. **DECLARATIONS OF INTEREST:** Cllr. Branagh declared a non-pecuniary interest Item 9(b) Peartree Hall and Cllr. Sparks declared a non-pecuniary interest in Item 13(a) Foundry Lane.

5. **PUBLIC PARTICIPATION SESSION:**

Lochan Wheeler and Daniel McGrath, representing the youth of Earls Colne wished members to consider the installation of a skateboard park in the village. They had considered possible locations for this and felt that this facility would benefit a number of young people by offering them a purpose built area to enjoy this informal recreational activity. Mr. Wheeler would be happy to obtain a list of names of interested parties and prepare a presentation for members. Following a question by Cllr. Barrett, Mr. Wheeler stated that funding would be sought from a community fund or by fundraising. He was not able to give an indication of the total cost at the time of this meeting.

Mr. John Munson wished to reappraise members of the Earls Colne Village Design Statement, following the exhibition held in the Village Hall on 8th May which had outlined the possible future development of land off Station Road. Mr. Munson noted that the proposed development was outside the Village envelope, but that a representative from Savills had indicated that should the proposed development be granted, it would be changed to within the Village envelope, as indicated on the new Braintree District Council Local Plan. Mr. Munson requested copies of Maps 22 & 23 from the Site Allocations and Development Management Plan and Cllr. Clarry agreed to forward these. Mr. Munson urged members to consider the Village Design Statement which had been produced in consultation with parishioners, when looking at any proposed development within Earls Colne.

District Councillor Spray was invited to comment as matters arose.

6. **TO APPROVE THE MINUTES OF THE FOLLOWING MEETINGS:**

The Minutes of the Parish Council meeting held on 15th April 2015 were approved and signed.

7. **PARISH COUNCIL ELECTION:**

The Chairman noted that all members had been re-elected uncontested and he welcomed members as they begin their new 4 year term of office. Members duly signed and passed to the Clerk their Declarations of Acceptance of Office.

The Chairman, on behalf of all members, wished to pass on congratulations to Gabrielle Spray and Chris Siddall on their re-election as District Councillors.
8. **CLERK’S REPORT:**

a) The Clerk noted emails received from two members of the youth of the village requesting members to give consideration to a skateboard park in Earls Colne. Members had noted comments made in the Public Session.

b) Members noted letters of thanks received from E.C. Millennium Green Trust, Earls Colne Primary School, E.C. Twinning Association for the Centenary Award grants.

c) Correspondence received – the Clerk noted an email received from a resident in Foundry Lane expressing concerns about speeding traffic in Foundry Lane. The comments followed data included in the Parish Council's Annual report on a recent traffic survey conducted by Essex County Council.

d) Members noted an email from Malcolm Hobbs with latest news and employment on the Earls Colne Business Park.

9. **PLANNING:**

a) **Decisions reached:** Members noted the following decisions reached:

- 15/00334/ADV – New wall mounted signs and signs above and on the gates – 23 High Street, East of England Co-operative Society - GRANTED
- 15/00777/TPO – Works to trees protected by Tree Preservation Order – 20 Morleys Road – GRANTED
- 15/00089/TPO – Works to trees in the Conservation Area – 35 Upper Holt Street – GRANTED
- 15/0094/TPOCON – Works to trees in the Conservation Area – Meadow Croft, Station Road – GRANTED
- 15/00168/FUL – Erection of conservatory on left side of property – 44 Lower Holt Street – GRANTED
- 15/00308/FUL – Demolition of existing garage and erection of new garage and office – 6 Oxford Court - GRANTED

b) **Current applications:**

- *Cllr. Curtis reported on the following tree application:*

  15/00131/TPO Work to trees affected by the Tree Preservation Order – 15 Hunt Road – members had concerns about the removal of the tree but would wish to leave the decision to the Tree Officer.

  15/00147/TPOCON Works to trees affected by the Conservation Area – 1 Park Lane Close - No objections

  15/00151/TPOCON Works to trees affected by the Conservation Area – 2 Burrows Road – No objections.

- *Cllr. Bendall reported on the following planning applications:*

  15/00587/FUL – Erection of cartlodge – Rosedene, Coggeshall Road – No objections.
  15/00472/LBC – Extensive repairs to roof – Peartree Hall, Coggeshall Road – No objections.
  15/00593/FUL – Erection of porch to front of property – 16 Tey Road – No objections

c) Oxford House – Cllr. Bennett noted that there had been no evidence of commencement of work on the site since the Planning Application was granted. Cllr. Bennett also noted that this was the second planning application which had been submitted and the building had now been standing empty since 2006 and was deteriorating. Members agreed that the Clerk should contact Braintree District Council Planning Department to check the current situation and report back to the next members’ meeting.

d) Public Exhibition – Land off Station Road EAR3H - Members noted feedback comments from two Earls Colne residents. Savills had reported that the exhibition had been very well attended. Approximately 80 people had visited the exhibition with a mix of positive comments and concerns. Key concerns appeared to be highways/traffic generation at Station Road junction, pedestrian safety, on-site parking, making sure there is a pedestrian link into Homefield Way, and the impact on the surgery, school and services. Positive comments
related to the current lack of houses to buy, nice layout and open space, good amount of affordable units. Members felt the exhibition had been well presented with opportunities to ask questions and to submit feedback which would be taken into consideration by planners. Members felt that the visibility from the Station Road junction would need to be taken into consideration. Cllr. Bennett expressed concerns that if this site and the site off Halstead Road were both developed, that the junction would become overloaded. District Councillor Spray commented that Savills had been very pleased with the turnout and that ECC Highways would be involved in any Planning Application.

e) The Chairman informed members that a request for a meeting had been received from Amec Foster Wheeler Environment & Infrastructure UK Limited, on behalf of Hunt Property Trust, to discuss land off Halstead Road. The Clerk would liaise with Amec to arrange a mutually convenient date to meet.

10. MEMBERS’ REPORTS:

a) Allocation of Committees and Responsibilities 2015/16: The following were agreed:

Airfield Liaison Committee: W. Bennett
Annual Report/Newsletter: P. Clarry/G. McCubbine
Braintree Association of Local Councils: J. Bendall
Christmas Carol Service/Trees: F. Williams/C. Dennison/G. McCubbine/I. Sparks
Community Worker: M. Barrett/C. Hazell/J. Bendall
Earls Colne Recreational Trust: P. Clarry
Earls Colne Twinning Association: P. Clarry
Earls Colne Heritage Museum: F. Williams/C. Dennison
Earls Colne Society: F. Williams
Earls Colne Web Site: P. Clarry
Emergency Planning: C. Hazell/W. Bennett/G. Branagh
Finance: F. Williams/M. Barrett
Footpath Representative: R. Curtis/C. Dennison
Halstead & Earls Colne Educational Trust: F. Williams
Highways/Car Park/Public Conveniences: I. Sparks/J. Bendall
Insurance/Risk/H&S: G. Branagh
Millennium Green Trust: R. Curtis
Planning: Rota
Play Area: C. Hazell
Police Liaison: I. Sparks/G. Branagh
Transport: R. Curtis
Tree Warden: R. Curtis
Village Environment: All Members
Village Hall: F. Williams/M. Barrett/G. McCubbine
War Memorial: I. Sparks/W. Bennett
Youth: G. McCubbine/C. Dennison

b) Calendar of Members’ Meetings 2015/16: Members received list of dates for 2015/16.

c) Airfield Liaison: Cllr. Bennett reported on a meeting of the Airfield Liaison Committee held on 16th April. Over the last reporting period (July 2014 to March 2015) two complaints were received by the Airfield and three by the Air Ambulance. All had been dealt with in a prompt and appropriate manner. No complaints had been received by the Parish Council.

d) Colne Stour Countryside Association: Cllr. Bennett noted a letter dated 5th May from the Chairman of the Association in response to members’ decision to withdraw from the Association. Members reiterated their decision not to renew membership of the Association.

e) Emergency Planning: Cllr. Bennett had produced an updated draft Emergency Planning document. Cllrs. Branagh and Bennett would work together to finalise the document to present to members for formal adoption.

f) Cllr. Clarry reported on a meeting of the Trustees of the Earls Colne Recreation Club held on 11th May.
11. POSTS ON VILLAGE GREE AT TILLWICKS CLOSE:

Receipted invoice would be sent to Braintree District Council to be reimbursed from S106 monies.

12. POST OFFICE:

Members, having considered comments made by members of the public at the Annual Parish Meeting regarding the lack of the Post Box at the relocated Post Office and the difficulties with Business Banking, agreed to contact the M.P. to request support, especially with regard to the installation of a Post Box, either outside or inside Fork ‘Andles. Previous correspondence with Royal Mail had resulted in a disappointing response.

13. ESSEX COUNTY COUNCIL MATTERS:

a) Parking in Foundry Lane – Following letters sent to residents in Foundry Lane requesting use of off street parking, wherever possible, the Clerk noted three items of correspondence from local residents.

b) Parking in Upper Holt Street – The Clerk had circulated to all members notes of a meeting between District Cllr. Gabrielle Spray, Chair, Vice Chair, Clerk and David Smith of Percivals held on 28th April. The meeting was to discuss issues surrounding parked vehicles on the highway outside the Alms houses. During the meeting, David Smith confirmed that previous Planning Applications to provide off street parking had been refused. Members noted that Mr. Smith intended to resubmit an application which he hoped would be supported by the Parish Council and which, if successful, would help to alleviate the parking problems on Upper Holt Street.

14. PARISH COUNCIL STREET LIGHTING:

Members considered options for replacing Parish Council owned Street Lighting. It was agreed to defer this item to June meeting to give members time to consider all the options.

15. BRAINTREE DISTRICT COUNCIL:

a) Mi Community Round 4 – The Clerk had nothing further to report as she was still awaiting the legal paperwork for the transfer of the land from Greenfields Housing.

b) Braintree Association of Local Councils – The Chairman noted that the AGM would take place on 22nd June and all members were invited to attend. Due to recent changes following the elections he would now be Chairing the meeting.

16. REVIEW OF SECURITY AT THE HERITAGE MUSEUM:

Cllr. Williams updated members on security at the Museum and confirmed that a new door to the rear of the property had now been fitted.

17. REVIEW OF ANNUAL PARISH MEETING:

The Chairman noted that 22 members of the public were in attendance, together with District Councillors Gabrielle Spray and Chris Siddall. Matters arising from the meeting were in respect of possible housing development off Station Road, completion of Sesame Bridge works and fencing, dog fouling and the relocation of the Police helicopter.

18. VILLAGE HALL:

No matters to report.

19. INSURANCE:

A review of the Annual Insurance Policy had been carried out and members agreed and noted the premium for 2015/16 would be £2,994.92.

350
20. **FINANCE:**

a) **Payment of Accounts** – For schedule of payments see Appendix 1.

b) **Internal Audit** – Pam Herbert had carried out an internal inspection of the accounts for the period 1\textsuperscript{st} January to 31\textsuperscript{st} March 2015 and found them to be satisfactorily maintained with no matters requiring attention.

c) **Annual Return 2014/15** - The Annual Return was approved by members and signed by the Chairman and Clerk.

There being no other business, the meeting closed at 9.50 p.m.

Date ............................ .............................................

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Chairman