

Minutes of Meeting of Earls Colne Parish Council
held in the Council Chamber on Wednesday 21st November 2018

PRESENT: Cllrs. Mrs. M. Barrett, Mr. J. Bendall, Mr. T. Calton, Mr. P. Clarry, Mr. R. Curtis, Mrs. J. Parish, Mr. I. Sparks and Mr. H. Street.

Mrs. A. Emerson was present in her capacity as Clerk, together with District Cllrs. G. Spray and C. Siddall.

1. **APOLOGIES FOR ABSENCE:** Cllr. Mr. I. Morton-Smith and County Cllr. J. Beavis. The Chairman informed Members that Cllr. Morton-Smith would be taking a leave of absence as Councillor for personal reasons.
2. **DECLARATIONS OF INTEREST:** Cllr. J. Parish declared an interest in 7b 18/02033/FUL and Cllr. I. Spark declared an interest in 7b 18/00287/TPO.
3. **PUBLIC PARTICIPATION SESSION WITH RESPECT TO ITEMS ON THE AGENDA:**
2 residents attended the meeting re item 7c. The Tey Road Group intend to respond to the Planning Officer's Report to highlight a number of inaccuracies, requesting a response to these before the application goes to the Planning Committee in the new year.
4. **TO APPROVE THE MINUTES OF THE FOLLOWING MEETING:** The minutes of the Parish Council Meeting of 17th October 2018 were approved and signed as a true record.
5. **CASUAL VACANCY:** Members agreed unanimously to co-opt Mrs. Nicola Spelling and Mrs. Jayne Meleschko to fill the vacant Councillor positions.
6. **CLERK'S REPORT:** Report provided.
 - Clerk to distribute Open Spaces Plan to Members for feedback. A separate meeting may need to be convened to discuss changes.
 - Clerk to follow up with RCCE on whether a councillor being a judge would preclude us entering in the Village of the Year competition. A resident had suggested that the Village of the Year 2005 signage be removed coming into the village. Members agreed to leave the signs in place.
 - Clerk notified members that a letter had been received from Earls Colne Allotment Association concerning ongoing maintenance of the site at Newhouse Road. Cllrs. I. Sparks and M. Barrett to meet to discuss further with the ECAA Chairman and Treasurer.
 - Clerk to forward to Cllr. J. Parish proposed playground schemes received from Wicksteed re the Recreation Club and Reuben's Walk.
 - Cllr. I Sparks advised Members that Kelvedon Parish Council are looking into recruiting Special Constables. Contact has been made with their Clerk for further information.
 - Cllr. P. Clarry reported that Dave Abbott had recently passed away. Clerk to send condolences card.

7. PLANNING:

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

Application No.	Description	Location	Decision
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 Rd	Application Refused
18/01462/LBC 18/01461/FUL	Proposed single storey side extension following demolition of metal shed	Peartree Farm Coggeshall Rd	Application Permitted

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

Application No.	Description	Location	Parish Council Decision
18/00320/TPO	Notice of intent to carry out works to trees protected by TPO 19/00 – Cut back 4 bows of Oak tree by 1.5m and remove 1 low Ash branch	11 Coggeshall Road	No objection
18/02033/FUL	Construction of single storey extension to rear of existing building	Gatehouse Farm, Coggeshall Road	No objection
18/01977/FUL	Proposed extension to existing sales building to form new café with outdoor seating, new outdoor plant sales area and extension to existing car parking	Broomfield Farm Nurseries, Coggeshall Road	No objection
18/00287/TPO	Notice of intent to carry out works to tree Protected by Tree Preservation Order 40/00 – Reduce oak tree back to previous cut points	20 Morleys Road	No objection
18/01861/LBC	Replacement of hall ceiling and cornice detailing of existing being unsafe	Colne House, Station Road	No objection

c) Planning Committee Meeting – Tuesday 20th November – 18/00214/OUT Land Rear of Tey Road. Application was withdrawn from Committee. Cllr. G. Spray confirmed this was entirely procedural and not due to concerns over the report. A key sentence was missed out of all site notices and the notice in the Halstead Gazette. Cllr. C. Siddall provided a copy of the recent CLA Policy Briefing ‘Sustainable Villages – Making Rural Communities Fit for the Future’. Clerk to distribute to all Members.

d) Re-consultation on 18/00371/REM Land North East of Station Road. Members agreed that no further response was required from the Parish Council in relation to this application.

e) Cllr. P. Clarry will be responsible for planning matters to be presented at next Parish Council Meeting.

8. MEMBER’S REPORTS:

a) Highways Briefing – 7th November. Chairman provided a brief overview of the briefing.

b) Highways Devolution Pilot – 15th November. Chairman updated Members on briefing provided by Cllr. Kevin Bentley. The initiative will no longer be run as a pilot scheme; instead all 85

councils that expressed an interest will have the option to participate. There will be no new money. Existing funds will be diverted to cover costs and there will be no start-up funding. Earls Colne Parish would receive approximately £2,500 p.a. Members agreed to proceed with scheme. Chairman to draft letter to EALC.

- c) Remembrance Sunday – Cllr. I. Sparks provided a report on Remembrance Sunday activities. Service and Memorial were well attended and positive feedback has been received re use of silhouettes. Clerk to thank the Constitutional Club for their hospitality. It was noted that despite the use of the amplifier, some members of the public were unable to hear at the outside service. Cllr. I. Sparks advised that there are plans to re-use the silhouettes in future years.
9. **CHRISTMAS CAROL EVENT:** Members encouraged to attend the Christmas event on Tuesday 11th December this year. Similar format as previous years. This year lanterns will be handed out as attendees enter the church.
10. **NEIGHBOURHOOD PLAN:** Cllr. T. Calton provided an update on the NP and reiterated that decision would be made on whether to proceed at the December meeting. A resident had suggested that letters be distributed to parents at the school to encourage participation from that age group within the village. Clerk to contact schools to confirm that they would be happy to distribute letters on behalf of the Parish Council. Cllr. T. Calton to draft letters for the Primary School, Honeywood and Ramsey. Cllrs. M Barrett and H. Street expressed an interest in attending the Neighbourhood Plan Networking Event on 14th December – Clerk to book places.
11. **PREPARATION OF BUDGET 2019/20:** Members reminded that budget meeting will be held on Wednesday 5th December at 7pm. Any items to be considered in budget should be sent to the Clerk by Monday 26th November. It was agreed that Solar Panels for the Village Hall should be discussed outside of the budget meeting as this initiative would need to be pursued before next year's budget. Clerk to include on December agenda.
12. **COMMUNITY WORKER:** No matters reported.
13. **ESSEX COUNTY COUNCIL MATTERS:** No matters reported.
14. **CAR PARK AND PUBLIC CONVENIENCES:** The recent water bill for the public conveniences and store was very high due to increased watering of plants during the summer and as a result of a leak which took some time to resolve. Clerk to follow up on sewerage charge reduction and potential installation of meter.
15. **BRAINTREE DISTRICT COUNCIL MATTERS:** It was noted that a recent application (18/00208/TPO) for works to a tree which was refused by BDC Planning Department, appear to have been carried out. Clerk to follow up with Enforcement Officer.
16. **VILLAGE HALL:**
 - a) Parking Bay Markings. It was agreed that Clerk should place notices on cars parked outside the front of the village hall to encourage residents to leave parking bays free for council use. Members agreed not to pursue parking bay markings or installation of bollards.
 - b) Defibrillator. Members were advised that First Valley Responders will no longer take responsibility for the defibrillator at the village hall. Cllr. I. Sparks to become Custodian and costs detailed in meeting notes to be included in budget. Members agreed that the defibrillator outside the school did not fall under the Parish Council's responsibility.
17. **HEALTH AND SAFETY:** No matters reported.

18. FINANCE:

- a) Members approved the payment of invoices for November and reviewed the Actual/Forecast figures for the year.
- b) Interest on Reserves. Members agreed to hold £50,000 in 13 Month Fixed Rate Business Bond with Cambridge & Counties Bank. Clerk to open account and transfer funds.

Meeting closed at 9.55pm

Chairman

Date