PRESENT: Cllrs: Mr. R. Austing, Mr. J. Bendall (Chairman), Mr. P. Harrington, Mr. C. Hazell, Mrs. D. Howorth, Mr. K. Shipp, Mr. I. Sparks and Mr. F. Williams.

Mrs. V. Holmes was present in her capacity as Clerk together with Cllr. G. Spray and one member of the public, Malcolm Hobbs.

1. APOLOGIES FOR ABSENCE

2. DECLARATIONS OF INTEREST
   Cllr. Austing declared a personal interest in Agenda item No 6(b) as he lives in the vicinity of the address.

3. PUBLIC PARTICIPATION SESSION
   Cllr. Gabrielle Spray reported that Braintree District Council has announced the first nine projects to receive investment from its half a million pound Mi Community Scheme. Over the remaining three years of Mi Community there would be funds available to groups, organisations or individuals with ideas to improve local communities. The next round of Mi Community would be launched later this year. Applicants would need to show either financial benefit or community/social benefits. Members to agree a list of organisations at their next meeting and forward them details of the scheme for their consideration.

   Malcolm Hobbs outlined the application by E. Hobbs (Farms) Ltd. for change of use from B1 and B2 to B1, B2 and B8 at Unit 6 and 7, The Airfield, Earls Colne. The units were occupied by Trane U.K. until 18 months ago for general/industrial business. The proposal is for Wilkins and Son to open a new distribution/storage and production facility on the business park. This is a very successful business and it is proposed that in the short term i.e. 1 to 4 years the facility will be used for warehousing and as a logistics store for raw materials and finished products. It is proposed from year 4 onwards that food production will be considered at this facility, including the potential for a bakery making puddings and cakes. It is anticipated that the business will provide employment for 7 to 8 people initially rising to up to 50 people. Cllr. Austing, who declared a personal interest as he resides in the vicinity of the airfield questioned the uplift of vehicular access. Mr. Hobbs noted that this was a change of use only and therefore he did not consider this to represent a significant impact on the local highway.

4. TO APPROVE THE MINUTES OF THE FOLLOWING MEETINGS:
   The Minutes of the last Parish Council meeting held on 21st March 2012 were approved and signed.

5. CLERK’S REPORT:
   a) The Clerk reported that an email had been received from Suzi Bull of Zeil to request better signage to the public conveniences and public car park at the rear of the Co-op. It was agreed to defer this until after completion of the refurbishment of the Co-op and the upgrading of the public conveniences by Braintree District Council.
b) **Village Hall Conditions of Hire:** Following a request by a member of the public to hire a bouncy castle for a children’s birthday party for use in the village hall, the Clerk requested a change to the Terms and Conditions to state ‘no inflatables’. This was agreed.

In addition, it was agreed to amend condition no. 15 to read, ‘The Parish Council reserves the right to cancel any hiring’ in the eventuality of the halls being required for other use.

c) **Simon Leatherdale, Forestry Commission, Sandlings Beat:** The Clerk reported that she had received notification of Simon Leatherdale’s retirement from the Forestry Commission and that all future correspondence should be addressed to Martin Webb.

d) **Police Community Support Officers:** An email had been received from Belinda Rufflen and Kim Chapman, Police Community Support Officers requesting dates of future Parish Council meetings. The Clerk had provided this information, together with an invitation to the Annual Parish Meeting on 9th May.

e) **Anglia in Bloom:** The Parish Council had received an invitation to attend a talk in Halstead on 17th April. As no members were available to attend the Clerk had contacted Donna Goodchild from the FCHS who had confirmed she would attend. She would also pass the information to the Allotment Association.

f) **Lifeline Screening:** The Clerk reported that Lifeline Screening would be hiring the Village Hall on 25th April. Members of the public had been invited to book preventative health screening for stroke and cardiovascular disease. There would be a discount available to any member of the Parish Council or local organisations should they wish to book a session.

g) **Visit by Greenfields Community Housing Halstead Area Forum:** The Clerk reported that she and Cllr. Barrett had attended a meeting of the Halstead Forum. Visits were made to a resident in Park Lane Close who had requested a meeting regarding a neighbour dispute and lack of privacy at the front of his property due to members of the public walking across the grass verge. The resident had requested Greenfields to consider fencing. Greenfields agreed to take these comments to their next environmental enhancement meeting.

The forum also visited Harold Sims House where the tenants are currently in the process of being re-housed so that the property can be modernised in self-contained flats. This work is expected to be completed by the end of the year.

6. **PLANNING**

a) **Decisions reached:**

12/00200/FUL East of England Co-op Society – Removal of lean to at side of building in position of existing external plant, replacement acoustic enclosure, installation of CCTV cameras and external access ladder. **GRANTED**

12/00239/LBC Expose an area of lime plaster and insert a non-opening window frame – 2 Lower Holt Street. **GRANTED**

12/00152/FUL Alteration to existing vehicle access to underground sewage pumping station – Coggeshall Road **GRANTED**

12/00129/FUL Demolition of existing garage/workshop and erection of two bedroom bungalow and garage. Land adjacent to Temperance Yard, Earls Colne. **GRANTED**

12/00246/FUL Erection of single storey rear kitchen/dining room extension. 10 Homefield Way, Earls Colne. **GRANTED**
b) **Current applications:** Cllr. Bendall reported on the following applications:

12/00450/FUL  *Change of use from B1 and B2 to B1, B2 and B8. E. Hobbs (Farms) Ltd. Earls Colne.*

Members had no objections to this application and wished to support the application in view of future employment for the local community.

12/00461/FUL  *Improvement of emergency vehicle access to Green Court and creation of 4 no. parking bays at the end of Dudley Road.*

Members had no objections to this application.

12/0087/TPO  *Notice of intent to carry out works to tree in conservation area – 1 Thatched Cottages, Halstead Road.*

Members objected to this application as there was no good reason to remove the tree in question.

7. **MEMBERS’ REPORTS**

a) **War Memorial:** Cllr. Sparks presented photographs of the War Memorial to members showing cracks and reported that, following discussion with the Chairman, he had made an enquiry of interest to the War Memorials Trust. Cllr. Sparks noted that these cracks would deteriorate over time and a grant may be available from the Trust. Cllr. Sparks to report back to members once a response had been received.

8. **ESSEX COUNTY COUNCIL**

a) **Essex Youth Bus – Summer Roadshow:** ECC Youth Service has confirmed that the Youth Bus will be available during July and August 2012. The Clerk would set up a rota so that members would visit session to see how well the service is used.

9. **BRAINTREE DISTRICT COUNCIL:**

a) **Public Car Park and Toilets:** Cllr. Bendall reported that work had commenced on the public conveniences on 16th April. The work is being carried out by Smith Bros. on behalf of Braintree District Council. A. Atkinson to be day to day point of contact on behalf of the Parish Council. Members agreed that Smith Bros. would be contacted to give a quote to replace fascias, soffits and guttering on the workshop and if the quotation was not excessive, they would be asked to carry out this work. A tree at the back of the workshop but on land at the rear of Fork ’Andles in the High Street would need to be removed and the landlord had been asked to deal with this matter.

10. **DIAMOND JUBILEE:**

a) **Proposed Monument:** Cllrs. Hazell reported that the footings for the Jubilee Monument would be put in on 20th April, with the brickwork to be completed the following week. The stone mason had been contacted by Cllr.Barrett who confirmed the monument will be completed in good time.

b) **Celebrations:** In Cllr. Barrett’s absence the Clerk reported that arrangements for the Jubilee fete were progressing well. A meeting of all concerned is to be held on 25th April at the Village Hall to discuss arrangements. The Clerk reported that local businesses had requested bunting to decorate their shop windows. They may be considering a form of Jubilee celebration in the High Street on the morning of Saturday, 2nd June. Members agreed to the Clerk costing this and if not excessive to purchase this on behalf of the businesses.
11. **VILLAGE HALL CENTENARY CELEBRATIONS:**

Cllr. Howorth confirmed that an Action Plan was now in place for the Village Hall Centenary Working Group and that A. Atkinson and Cllr. Bennett had both agreed to join the group. This was to be a celebration of the opening of the Village Hall and would take place at 2.00 p.m. in the afternoon.

12. **VILLAGE INSPECTION:**

A quarterly inspection had been carried out by Cllr. Hazell and Cllr. Howorth. All members had received a copy. It was noted that two members of the public had requested new outside gym equipment for the play area in De Vere Road. It was also noted that some of the fencing was dangerous. Cllr. Spray noted that she had contacted Braintree District Council about this previously and she agreed to follow this up.

13. **ANNUAL REPORT:**

The Annual Report was at the printing stage. The Clerk to contact members when these had been received so that they were delivered to all homes in advance of the Annual Parish Meeting.

14. **ANNUAL PARISH MEETING:**

Members were reminded that the Annual Parish Meeting would take place in the Village Hall on Wednesday, 9th May and that any reports on areas for which members had special responsibility should be handed to the Clerk.

15. **EALC TRAINING COURSES:**

Cllr. Barrett had expressed an interest in attending Employment Issues Course on 23rd May. It was agreed by members that Cllr. Barrett can attend, as well as the Clerk should she wish to do so.

16. **VILLAGE HALL:**

The Regional Manager of the Co-op had contacted members to discuss the possibility of setting up a temporary village ‘shop’ in the Village Hall. Having considered the regular hirers and the Annual Parish Meeting, it was agreed by members to allow this to go ahead. The Parish Council agreed to make a charge of £4,000 to the Co-op, this being the commercial letting rate for the hours the shop would be open. The Clerk to contact the Co-op and ask that arrangements are confirmed as a matter of urgency so that regular hirers can be notified. Powers of negotiation, should it be necessary, on the above charge were delegated to Cllr. Williams and the Clerk.

The Co-op had also requested permission to park an exhibition vehicle in the Village Hall car park on Saturday 27th April between 10.00 a.m. and 4.00 p.m. This was agreed.

17. **CENTENARY AWARD:**

One application had been received for the Centenary Award from the Earls Colne Friendship Club for £1595.00 to provide coaches for trips. As only one application had been received and in view of the fact that the Centenary Award was set up for just that purpose it was agreed to pay the Friendship Club the full £1595.00.

18. **LEAVE OF ABSENCE:**

Cllr. Barrett had requested extended leave of absence as she wished to travel to Australia at the end of 2012. This was agreed but Cllr. Barrett would be asked to arrange her itinerary so that she was not absent for more than 5 consecutive meetings.
19. **FINANCE:**

   a) **Payment of Accounts:** For schedule of payments see Appendix 1.
   
   b) **Bank Mandate:** Change of Account Signatories agreed to remove Mrs. P. Herbert as retiring Clerk and to include Mrs. V. Holmes as new Clerk.

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   **IN COMMITTEE**
   
   20. **COUNCILLOR J. PIKE:**

   Cllr. Bendall reported on a telephone conversation with Cllr. Joe Pike and members agreed to Cllr. Bendall writing a letter of support to the Braintree Constituency Conservative Association on his behalf.

   The meeting closed at 9.15 p.m.

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

   Chairman