

## TERLING AND FAIRSTEAD PARISH COUNCIL

Minutes of the Meeting of Terling and Fairstead Parish Council held on Tuesday 28<sup>th</sup> July 2020 at 7.30pm by Video Conference

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- Present: Mrs S McNamara (Chairman) Mr A Dyke  
Mrs L Sime Mr R Dixon  
Mr S Thatcher Mrs S Alder  
Mrs J Long
- Cllr J Abbott - Essex County Councillor  
Cllr D Bebb – Braintree District Councillor  
Cllr D Dervish – Braintree District Councillor
- F Killby – Parish Clerk/Responsible Financial Officer
- 5 members of the public
- 24.21 ***Apologies for Absence*** – Apologies were received and accepted from Cllrs Bird, Tugwell and Barker.
- 24.22 ***Declaration of Interests*** – Although no longer employed, AD declared a non-pecuniary interest in all Agenda items relating to his past employer Lord Rayleigh's Farms Limited, Lord Rayleigh and Lord Rayleigh's family. SA declared a non-pecuniary interest in Agenda items relating to a member of the public.
- 24.23 ***Meeting Open to the Public*** – Councillor Bebb, Councillor Thatcher and Councillor Long joined the meeting. A member of the public expressed an interest in joining the council and is waiting for approval from his employer.
- A member of the public is very concerned by the volume of liquid being discharged into the River Ter from the sewage works at Great Leighs and the quality of the water, ie black and lifeless in this area. He was also concerned about children paddling further downstream if it is polluted. He has also sent a video for councillors to look at. AD suggested that the member of the public call the EA Hotline again to express his concern and that the Parish Council would also do this in order for them to deal with his concerns. AD also said that there is a monitoring station further down but this may not be picking up any problems higher up. Clerk to contact EA and Anglian Water. JA suggested making a Freedom of Information request to see if there have been exceedances.
- Another member of the public was present as an observer in relation to a planning application.
- 24.24 ***Minutes of Last Meeting***
- SA proposed and RD seconded that the Chairman of the meeting should sign a copy of the minutes with an amendment to Minute 24.16 AD stated that the River Ter is classified as a Class 1 river, and is one of the cleanest in the country and any anomalies are looked at very quickly by the EA. The minutes of the meeting held on 9<sup>th</sup> June 2020 were unanimously approved.

24.25 ***District and County Councillors' Reports –***

Cllr Abbott - Essex County Council held its first ever video conference full council meeting. Covid 19 took up a lot of the meeting in relation to the work done by the Council, the loss of residents and the financial situation. The Councillor's pothole initiative is coming back and has gone up to fifty potholes per councillor. He asked for any submissions from the Council. He suggested that the Ford could be one of them as it has been rejected by Highways. The Highways Panel met last month and resources have been switched to Covid 19 recovery work in town centres for social distancing etc. No speed surveys will take place until the autumn. A12 local forums will take place in August.

Cllr Bebb - Green waste collection BACSk to normal. A12 already covered by Cllr Abbott. Local Plan - A letter has been received from the Planning Inspector giving options to withdraw the plan and start again, or to make suggestions of how the part 1 plan could be made sound by withdrawing west of Braintree garden community and the Colchester borders, but retain Tendring. All three authorities plus ECC have to agree on this change. They have agreed to his proposals and there will be further public consultation on this. He has now requested that the numbers are halved. Covid 19 – has had a big impact on finances, government money is coming in but there is a shortfall of £2.5 million. The Council has given out grants to businesses with business rate holidays for the hospitality and retail sector. Fusion leisure has asked for help to reopen.

Cllr Dervish

Councillors' Community Grants are going through for the tennis courts, books for Terling School and the Terling Neighbourhood Watch. Cllr Dervish is waiting for clarification to see if the playground is eligible for grant funding.

24.26 ***Councillor Vacancy – Fairstead Ward***

A member of the public attended the meeting and expressed an interest in joining the Council.

24.27 ***Chairman's Report – nothing to report***

24.28 ***Finance***

Copies of Receipts, Payments, Bank Reconciliation, Budgets and Forecast for the current financial year were distributed prior to the meeting to all councillors.

JL proposed that the following cheques/direct debits be approved for payment. Seconded by ST, unanimously approved.

17 June	BACS F Killby	Salary/Allowance	739.60
17 June	BACS F Killby	Expenses	36.99
17 June	BACS Inland Revenue	PAYE/Tax	221.14

17 June	BACS	Essex Pension Fund	Clerk's Pension	271.98
17 June	BACS	A H Jiggins	Handyman Services/Footpath	433.56
17 June	BACS	EALC	Councillor Training	216.00
18 June	DD	British Telecom	Clerk's Phone Line	41.76
28 June	DD	EDF Energy	Recreation Ground Electricity	7.00
30 June	DD	Unity Trust Bank	Charges (Quarterly)	18.00
7 July	BACS	F Killby	Salary/Allowance	739.60
7 July	BACS	Inland Revenue	PAYE/Tax	220.94
7 July	BACS	Essex Pension Fund	Clerk's Pension Fund	271.98
7 July	BACS	Lord Rayleigh's Farms	Garage Rental, Grass Cutting	170.00
7 July	BACS	A H Jiggins	Handyman's Services	158.63
7 July	BACS	Chelmsford	Neighbourhood Watch leaflets	70.00
7 July	BACS	Playsafety Limited	Rospa Playground Inspection	103.20
7 July	BACS	James Todd	Payroll Services (Quarterly)	93.60
10 July	DD	ICO	Data Protection Fee	35.00
18 July	DD	EDF Energy	Recreation Ground Electricity	7.00
18 July	DD	British Telecom	Clerk's Phone Line	41.76

SA proposed and ST seconded approval of the amendments to the Financial Regulations to incorporate changes to Instructions for the Making of Payments, unanimously approved.

SA proposed and ST seconded approval of the amendments to the Financial Risk Assessment to incorporate changes to Payments (Internal Controls), unanimously approved.

It was agreed to defer the donation to Terling Tennis Club unless they can provide goods that can be purchased. The Council are not willing to donate cash in order to be compliant. Clerk to follow up with Tennis Club.

ST requested that the Finance committee should meet to discuss adjusting the budget to incorporate changes brought about by Covid 19, ie room hire, community bus payments and receipts, recreation ground income. Clerk to arrange.

Donation to Terling Neighbourhood Watch of £100 - C Cutler reported that this donation is to cover some of the expenses for the purchase of Neighbourhood Watch signs.

Terling Neighbourhood Watch also plan another leaflet and sticker delivery to all houses. This leaflet covers more issues than the last one, including doorstep callers, online and

bank fraud. C Cutler stated that burglaries were down to zero for the last few weeks, however it is possible that they will return after approximately eight weeks when insurance claims have been settled and new items/machines have been purchased. SA thanked C Cutler for organising the last leaflet drop. RD proposed and SA seconded approval to donate £100 to Braintree Neighbourhood Watch to purchase signs, unanimously approved.

24.29 ***Environmental and Footpaths***

Parish Map – The designer is back from Furlough and will be contacting the clerk next week.

Dog Waste Bag Dispensers – JL has a dispenser which needs to be fitted, it can then be monitored to see if it is successful.

24.30 ***Estate Liaison*** – F Strutt reported that the number of walkers on footpaths had been very difficult during the lockdown, particularly as some of the waymarks have fallen over. The Estate has employed a new member of staff who will be responsible for reinstating waymarkers on estate land, grass seeding will also be carried out near paths. The Estate will get a list together of waymarkers that need replacing by the Council. Nothing has been heard regarding the sale/purchase of the chapel.

24.31 ***Health and Welfare***

Playground – JL reported that the Rospa inspection had been carried out while the playground was closed and noted the same faults as last year, which was unfortunate as they were due to be done in the lockdown. CB has offered to fix all of the minor issues free of charge but there will be a small charge for materials. The climbing frame will need to be replaced in the next year or so, CB can also provide a quote for this. One of the rockers also needs replacing/repairing, JL looking at costs for replacing the rocker. The climbing frame will be eligible for a CIF grant in the next financial year.

Defibrillators – Application submitted, no update.

Buddy Bench/Listening Bench – The micro grant application was turned down by EALC as not relevant. RD suggested an application for funding be made to Cllr Abbott. Clerk to action.

24.32 ***IT & Publicity***

A resident in Ranks Green has received very poor treatment from Superfast Essex.

24.33 ***Planning and Highways***

**Planning App: 20/00462/FUL - Demolition of bungalow and erection of 2 No. dwellings, The Lincoln, New Road.**

RD stated that it is felt that this doesn't comply with BDC planning policies. It is also felt that one of the buildings should be a bungalow. There have been many objections from residents who are particularly concerned about car parking. The Planning Committee would like to make a formal representation to the BDC Planning Committee.

**Planning App: 20/00890/FUL - Proposed abattoir extension and associated works, Blixes Farm, Ranks Green Road, Fairstead**

The Planning Committee held a meeting with the applicant earlier this month. A series of amendments has just been submitted so the Parish Council has asked for an extension to 14 August for submissions. RD would like to set up another meeting with the applicant.

**Planning App: 20/00161/VAR – Great Warley Hall, Ranks Green, Fairstead, CM3 2BJ - Removal of Condition 2 'Annex Occupancy Restriction' of approved permission 06/01863/FUL granted 03/11/06 for rebuild of existing barn into 2 bed annex.** Removal of condition would allow for the use of the annex as a self-contained dwelling to allow its occupation by those other than dependants

Applicant is seeking to remove condition and offer property for rent on open market but not trying to create separate dwellings. There are six annexes in the parish and BDC planning officer is seeking to allay our fears that they don't have to rely on this policy. They want us to withdraw our objection and we would prefer to go to Planning Committee. AD and LS both felt that a precedent would be set if the Council withdrew its objection and other policies could be ignored.

For information only: Planning App: 20/00903/PLD - Application for Certificate of Lawfulness for proposed development - Single-storey rear and side extension to dwelling replacing an existing UPVC conservatory, 8 Viner Cottages, Owls Hill, Terling – This does comply under permitted development rights.

For information only: Planning App: 20/00199/TPOCON DESCRIPTION - Notice of intent to carry out works to trees in a Conservation Area, Norman Hill Cottages, Norman Hill, Terling – A MacWilson has recommended that this work is acceptable.

Oakfield Lane/Waltham Road flooding – no update

Fuller Street flooding – no update.

Traffic Calming Gates – this has now been approved by the Highways Panel but there is no date for installation.

Road Repairs (Damaged Rails – Fairstead Road) – Cllr Abbott has been given the information required to take this further with Highways.

United Reformed Church – nothing to report.

Safety Railings outside School – the Parish Council/School/LRF received a letter from a parent suggesting installing stepping stones across both greens. It has been decided not to do this as it was felt that it wouldn't be used.

Parking Issues at School and Repainting Yellow Lines – The double yellow lines still need to be repainted, clerk to chase. JL reported that the 3PR Scheme will be up and running in September.

Local Plan – nothing to report.

Directional Signs – The broken signs at Flacks Green and Norrells Corner are scheduled to be repaired.

War Memorial Posts – Clerk to ask CB if he can get a quote to do this work, JL will ask LB if he has purchased the timber.

24.34 ***Recreation Ground***

Grass Cutting Issue Damage – still waiting for agreement from Great Leighs Football Club to pay a proportion of the damage claim.

24.35 ***Councillors' Reports, including Village Hall Report, School Report and Church Liaison***

SA – has done a litter pick in Fuller Street, the pub now has a supply of recycling bags.

RD – has prepared a letter to Anglian Water asking them to investigate flooding at Ford, clerk has actioned. RD asked if the new signs for the recycling at the village hall had been received. Clerk to request and put into storage until Village Hall Committee are ready for them.

AD – has started to refurbish the telephone box in Fairstead. AD also wanted to draw councillors attention to a Private Member's bill and MP lobbying to legislate for fast food outlets to print purchaser's car number plate details onto food packaging in order to help cut down fly tipping. He wondered if the local MP had been contacted for her stance on this.

LS - nothing to report

24.36 ***Clerk's Report***

Clerk has received a complaint from a resident in Fairstead about the number of Finches and other lorries in the area. Clerk has spoken to Finches to clarify that they were delivering to local addresses.

Clerk has received a complaint from a resident who was concerned about what is happening with the burglaries. Unfortunately, this resident does not use the internet, etc and was unaware of the Neighbourhood Watch activities and updates on Terling Hub.

Clerk has received a call from the Community Bus team asking if the Chelmsford trips were likely to reinstated in the near future. Council agreed this was sadly not possible due to social distancing measures.

24.37 ***MUGA Court - nothing to report***

24.38 ***Information exchange / next agenda items*** – nothing to report.

24.39 ***Date of next meeting, including committees:*** - Parish council meeting – date to be advised.

Meeting closed at 9.30 pm

