

TERLING AND FAIRSTEAD PARISH COUNCIL

Minutes of the Meeting of Terling and Fairstead Parish Council held on Tuesday 17th September 2019 at 7.30pm at Terling Village Hall, Terling

Present:	Mrs S McNamara (Chairman) Mr M Tugwell Mr R Dixon Mrs P Bird Mr C Barker (co-opted Minute 22.85)	Mrs S Alder Mrs J Long Mr A Dyke Mr L Bundy (co-opted Minute 22.85)
	Cllr J Abbott	Cllr D Bebb
	F Killby – Parish Clerk/Responsible Financial Officer	
	Mrs L Atkinson, Rural Community Council of Essex	3 members of the public
22.81	<i>Apologies for Absence</i> – Apologies were received and accepted from S Thatcher.	
22.82	<i>Declaration of Interests</i> – AD declared a non-pecuniary interest in all Agenda items relating to his employer, Lord Rayleigh's Farms Limited, Lord Rayleigh and Lord Rayleigh's family. SA declared a non-pecuniary interest in Minute 22.94.	
22.83	<i>Meeting Open to the Public</i> – The United Reformed Church - A representative of LRF stated that they are considering putting in an offer for non-residential use in order to preserve the village street scene, protect the graves and the interior of the building. The Parish Council expressed its support of this proposal.	
22.84	<i>Minutes of Last Meeting</i>	JL proposed and MT seconded that the Chairman should sign a copy of the minutes as a true and accurate record. The minutes of the meeting held on 6 th August 2019 were unanimously approved.
22.85	<i>Co-option of Councillors – Terling Ward</i>	SA proposed and MT seconded co-option of L Bundy and C Barker, unanimously approved. LB and CB signed the Declaration of Acceptance of Office. The Clerk requested they return their Register of Interests form to the Monitoring Officer at BDC without delay.
22.86	<i>District and County Councillors' Reports –</i>	Cllr Bebb reported that after five years the Hatfield Peverel Neighbourhood Plan had been approved. The Local Plan, Part 1, Garden Communities is out for consultation. Once a decision is made (by end of year), Part 2, Local Sites will be considered. He reported on two schemes, one in central Braintree incorporating a hotel, medical centre, car parking and the Great Notley Business Park. He stated that there was still some money available for grants from the Councillor's Community Grants scheme. The Chairman asked that thanks be recorded to Cllr Bebb and Cllr Dervish for their grant funding of the Community Library at Oakfield Lane.
		Cllr Abbott stressed his concern at the recent problems with the school bus and the gradual withdrawal of bus services in rural areas in general. He has submitted a bid to the Local Highways Panel for

repair/replacement of four signs in Fairstead. He will submit another bid for Terling once he has carried out another survey of the Parish. He is deeply concerned about areas of the Local Plan, particularly in relation to the proposed rapid transit system. He believes that money should be spent on existing rail connections and connecting villages with walking/cycling routes. He reminded councillors that the Local Highways Panel meetings are open to the public.

22.87 ***Presentation of Housing Needs Survey by Rural Community Council of Essex***

Mrs L Atkinson presented a summary of the survey which councillors found interesting and informative. A copy is available to view on the Terling and Fairstead website, at the Village Stores and the Square and Compasses.

22.88 ***Chairman's Report*** – nothing to report.

22.89 ***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 SA - unanimously approved: -

5th Aug	2580 F Killby	Salary/Office Allowance	751.84
5th Aug	2581 F Killby	Expenses	39.84
5th Aug	2582 Inland Revenue	PAYE/Tax	210.69
5th Aug	2583 Essex Pension Fund	Clerk's Pension Contribution	257.09
5th Aug	2584 Lord Rayleigh's Farms Licence/Garage Rental		25.00
5th Aug	2585 B D Council	Com Bus Hire/Subs/Election	149.29
5th Aug	2586 E.on	Street Lighting	83.56
5th Aug	2587 Anglian Water	Water Recreation Ground	33.43
5th Aug	2588 A H Jiggins	Handyman's Services	451.47
18 th Aug	DD EDF	Electricity Rec Ground	8.00
18th Aug	DD British Telecom	Clerk's Phone Line	39.12
4th Sep	2589 F Killby	Salary/Office Allowance	758.19
4 th Sep	2590 F Killby	Expenses	192.51
4 th Sep	2591 Inland Revenue	Tax/PAYE	215.99
4 th Sep	2592 Essex Pension Fund	Clerk's Pension	300.57
4 th Sep	2593 Braintree D Council	Election Expenses	60.29
4 th Sep	2594 Braintree D Council	Community Bus Hire	64.00
4 th Sep	2595 A J Jiggins	Handyman's Services	175.83

RD proposed and SA seconded approval of the renewal of the Council's insurance policy with Zurich Municipal at a cost of £784.27, unanimously approved. RD asked if the Clerk could contact EALC to suggest they could offer this at a discounted scheme to parish councils.

PB proposed and MT seconded approval of the renewal of membership of the Rural Community Council of Essex at a cost of £60.50, excluding VAT, unanimously approved.

Financial Regulations – there were no changes to be approved, Clerk to reinstate quarterly financial checks of payments and receipts.

It was agreed that ST and JL should become additional cheque signatories, clerk to action. Clerk to look into the procedure for payments by BACS.

22.90 ***Environmental and Footpaths***

Footpaths – nothing to report

Parish Map – A draft proof of the map showing layout for adverts, parish history, etc was presented. Councillors are to visit businesses in the Parish to ascertain interest in taking advertising space.

Dog Waste Bins – Two schemes submitted to BDC, opposite Great Loyes and Hatfield Road.

22.91 ***Estate Liaison*** – nothing to report

22.92 ***Health and Welfare***

Playground – JL reported that they hoped the painting would be finished by the end of the week. The Chairman asked that grateful thanks be recorded to JL and her team of volunteers for all their hard work.

RoSPA Report - SA asked that Clerk contact A Jiggins to discuss: - how the trip hazards, ie where soil has been eroded could be rectified, (more top soil or reseeding every autumn), the removal of a link on the lopsided swing, repair of one of the rocking horse seats. CB stated that he would visit the playground to see if he could remove the rope climbing frame and replace it with a cargo net.

Two fence panels and the age restriction sign are missing, clerk/AJ to action.

22.93 ***IT & Publicity*** – nothing to report.

22.94 ***Planning and Highways***

Planning App: 19/01348/HH, Two storey rear extension and front porch, 13 Hull Lane, Terling - comments have been submitted objecting to this scheme.

PlanningApp: 19/01405/HH, erection of a detached garage, revised scheme to 19/00858/HH, Homeside, The Street, Terling - comments have been submitted supporting this scheme with some suggested conditions.

Planning App: 19/01494/HH & 19/01495/LBC, Erection of a single storey detached outbuilding and alterations to existing domestic barn/outbuilding to include re-roofing and other alterations, Newneys Farm, Ranks Green Road - comments have been submitted supporting this scheme with some suggested conditions.

Oakfield Lane – Clerk to chase Greenfields regarding repairs outside their properties.

Traffic Calming/Hatfield Road/Speeding Owls Hill – Volunteers still needed for Speedwatch. Clerk to find out training costs and check insurance/risk assessments cover volunteers. A mobile speed monitoring

service can be obtained from Highways. Councillors put forward a number of locations where a speed survey could be carried outside – outside White Cottage, Fuller Street, Fairstead Road, Ranks Green, Dairy Bridge and Owls Hill. No decision from LHP on the traffic calming gate on Hatfield Road.

Road Repairs – The pothole at Dairy Bridge is still not repaired. JL reported another pothole in Fairstead Road, clerk to action.

United Reformed Church – see minute 22.83.

Parking Issues at School/Safety Railings – RD has prepared a diagram of a possible layout for safety railings. However, he pointed out that the pavement would have to be widened and the traffic would have to be restricted to 20mph. RD to arrange for a company to carry out a free survey of the site. LB is obtaining a quote for installing posts on the green opposite the school. The yellow lines outside the school have still not been repainted.

Planning Enforcements - Clerk to contact where appropriate. AD requested that the Planning Committee look at a number of variations on an approved planning application.

Local Plan – see minute 22.86

Housing Needs Survey – see minute 22.87

Directional Signs – see minute 22.86

War Memorial – LB is organizing the replacement of the posts and the re-galvanizing of the chains. RD to treat the War Memorial with an approved product that prevents moss and dirt forming.

Still no response from BDC Planning on the clarification of the new Government Policy as of 30th May 2019 for increased size limits for single storey extensions. Clerk to write to CEO of BDC.

22.95

Recreation Ground

Clerk reported that that a member of the adult team had left a car on the football pitch as it had broken down. The gate into the football field is not closing properly. A Jiggins is looking into this.

22.96

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

PB – Village Hall Committee still considering how to spend the Village of the Year prize money. The rat problem in Mill Lane is still a very serious issue. The railings at Terling Ford need repainting, clerk to action. The grass has still not been reseeded by Highways and there is a leak/spring across the path. Clerk to contact Highways.

AD – has carried out a feasibility study of A Jiggins timesheets. It was recommended that A Jiggins salary for work involving use of machinery, ie footpath, village green and playground cutting and strimming be increased to £15 per hour from 1 October 2019, all councillors were happy to support this.

JL - reported that there was still no date for the Patient Participation Group at Fern House but that it was expected to take place in November, she is now on the mailing list.

SA - has received a request to put a shelf in the Fuller Street phone box for walking books, leaflets. Councillors had no objection to this. She has received 400 purple sacks for litter picks from BDC. A Jiggins to collect for future events.

RD - is attending the RCCE Neighbourhood Plan Meeting and has volunteered to be on the EALC Health and Wellbeing Board.

ST – Clerk reported that ST was happy to use his address for book donations, is looking into a stamp for the library, will be promoting the library in Ranks Green and thanked all councillors for their gift.

22.97 ***Clerk's Report***

The September bus to Chelmsford had 8 passengers (£40).

Litter picks arranged for Fuller Street and Terling on 26th October and Ranks Green on 27th October.

22.98 ***Telephone Box Libraries***

These have now been fitted out with shelves. JL and ST happy to receive book donations. JL will update the post on Terling Hub to reflect this. Clerk to obtain Library signs. JL to draft wording to go in the boxes. The Chairman asked that thanks be recorded to RD for cleaning and repainting the phone boxes. Two grants have been received to fund this work, £300 from BDC Councillors' Community Grant and £380 from ECC.

22.99 ***MUGA Court***

MT still to meet David Franklin to discuss various possibilities. He will then obtain some quotes. Clerk has researched a number of organisations that may be able to help with grants.

23.00 ***Mental Health First Aid Training***

This is now booked for Saturday 19th October, it has been advertised on Terling Hub and will be in the October issue of the Parish News.

23.01 ***Terling Group Mother's Union request for donation of £20*** – this will be donated by the church.

23.02 ***Information exchange / next agenda items –***

23.03 ***Date of next meeting, including committees:***

7.30 pm, 29th October, Parish Council Meeting, Terling Village Hall. 7.30, 10th December, The Square & Compasses, Fuller Street

Meeting closed at 10.10 pm