

TERLING AND FAIRSTEAD PARISH COUNCIL

Minutes of the Meeting of Terling and Fairstead Parish Council held on Tuesday 27th September 2022 at 7.30pm, at Terling Village Hall, Terling

Present:	Mrs S McNamara (Chairman)	Mr M Tugwell from Minute 28.31
	Mr R Dixon	Mrs L Sime
	Mrs J Long	Mr S Thatcher
	Mr M Webster from Minute 28.34	Mr G Barnes from Minute 28.35

Cllr Playle from Minute 28.42, Cllr Dervish

F Killby – Parish Clerk/Responsible Financial Officer

1 member of the public

SM opened the meeting by recording the sadness felt at the loss of Her Majesty Queen Elizabeth II. SM suggested that the Book of Condolence be placed in the Parish's Archive Records and that the Parish Council should write to His Majesty King Charles II to express its condolences.

28.30 ***Apologies for Absence*** – Apologies for absence were received and accepted from Cllrs Barker, Halfhide and Alder.

28.31 ***Declaration of Interests*** – ST declared a non-pecuniary interest in Item 28.43, Planning App: 22/01841/HH as it is his property. LS declared a non-pecuniary interest in Item 28.47, East Anglia Green.

28.32 ***Meeting Open to the Public***

A member of the public expressed, on behalf of the children, how disappointed they are not to have the climbing frame. She also asked if the sand by the rocking horse could be moved and the climbing frame barrier be put back up. Clerk and JL to speak to CB to see what else needs to be done to finish this work.

28.33 ***Minutes of Last Meeting***

Cllr Sime read a statement objecting to the draft minutes of the previous meeting citing an inaccuracy in language, misleading language and concerns with the way in which certain processes had been applied with respect to the submission to the Planning Inspectorate submitted on Thursday 18th August. Cllr Sime also felt strongly that the rules with respect to language changes and timeline for submission should have been clarified at the EGM before Cllrs were asked for approval as this may have changed the outcome.

It was proposed by LS and seconded by JL that the inaccuracy in the draft minutes of the Extraordinary General Meeting of 17th August 2022 be addressed by amending to read: "JH proposed that this final draft should be approved for submission, subject to amendments." Approved with one objection and two abstentions.

Cllr Sime additionally included an item on the agenda to review existing planning processes in an effort to address the issues highlighted.

28.34 ***District and County Councillors' Reports***

Cllr Dervish – has been carrying out tours of local schools to see if any funding help is needed, although she is unable to give grant funding directly. Cllr Dervish has emailed Priti Patel to request that ECC extend free school meals to junior pupils. Hatfield

Peverel have had its 20mph speed limit in the vicinity of the school approved by Essex Highways, it just has to be decided how to implement it. Terling's request is still pending.

Cllr Dervish - has started holding surgeries in Hatfield Peverel and Terling. Most of the issues relate to planning issues and the A12 Widening. Regarding the Local Plan, BDC has to provide further evidence of its supply of housing but the Local Plan is now in place. Chipping Hill Bridge in Witham closed on Monday 26th September for 6 weeks work. The A120 will be closed between Braintree and Stansted from 8 pm to 6 am from October 2022 for six months.

Cllr Playle –A12 - National Highways has received approval from the Government for the works between Boreham and Marks Tey, they have met to discuss Terling and the DCO has been accepted. Residents have until 4th November 2022 to register as an interested party. The Station Road bridge at Hatfield Peverel will be closed first, there are plans to put in a pedestrian bridge across the A12. Councillors asked if Highways would come to a public meeting to discuss plans. Cllr Playle suggested that it might be better to invite representatives to a Parish Council meeting. Cllr Playle will send details through to the Clerk.

Local Highways Panel – has agreed to replace the grit bin on Church Road, the passing places in Fairstead are still progressing. Cllr Playle is meeting with his Highways Liaison officer and requested problem locations that they can visit. Essex Youth Services are holding a brunch on Monday 3 October if Councillors wish to support this. LS asked if Protected Lanes come under Highways as there seems to be confusion about responsibility, accountability and advice to residents. Clerk to send map to Cllr Playle showing Protected Lanes.

28.35 ***Co-option of Parish Councillor – Terling Ward***

Mr Glen Barnes had expressed a previous interest in becoming a Councillor. MW proposed and JL seconded co-option of Mr Barnes as Parish Councillor, Terling Ward, unanimously approved. GB signed the declaration of Acceptance of Office and will complete the Register of Interests form which should be returned to the Monitoring Officer at BDC without delay.

28.36 ***Election of Vice Chairman, Village Hall Representative, Estate Liaison Representative***

ST proposed and JL seconded the election of Cllr Dixon as Vice Chairman, unanimously approved. Cllr Barnes was appointed Village Hall Representative and Cllr Sime was appointed Estate Liaison Representative.

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

28.38 ***Finance***

Copies of Receipts, Payments, Bank Reconciliation, Budgets and Forecast for the current financial year were distributed prior to the meeting to all councillors. RD proposed that the following cheques/direct debits be approved for payment, seconded by MW, unanimously approved.

8 Aug	BACS	F Killby	Salary	841.66
8 Aug	BACS	F Killby	Expenses	24.84
8 Aug	BACS	Inland Revenue	PAYE/Tax	258.86
8 Aug	BACS	Essex Pension Fund	Clerk's Pension	307.43
8 Aug	BACS	A H Jiggins	Handyman Services	206.38

8 Aug	BACS	Lord Rayleigh's Farms	Grass Cut/Garage/Rec Rental	160.83
8 Aug	BACS	Terling Village Hall	Room Hire	16.00
8 Aug	BACS	Anglian Water	Water – Rec Ground	9.94
8 Aug	BACS	James Todd	Payroll Services	31.20
18 Aug	DD	British Telecom	Clerk's Phone Line	58.64
18 Aug	DD	EDF Energy	Electricity Recreation Ground	35.00
2 Sep	BACS	F Killby	Salary	1165.52
2 Sep	BACS	F Killby	Expenses	261.50
2 Sep	BACS	Inland Revenue	PAYE/Tax	503.79
2 Sep	BACS	Essex Pension Fund	Clerk's Pension	459.24
2 Sep	BACS	A H Jiggins	Handyman Services	259.07
2 Sep	BACS	Lord Rayleigh's Farms	Garage/Rec Rental	40.83
2 Sep	BACS	James Todd	Payroll Services	31.20
18 Sep	DD	British Telecom	Clerk's Phone Line	58.64
18 Sep	DD	EDF Energy	Electricity Recreation Ground	35.00

The Parish Council saw no reason to opt out of the SAAA Central External Auditor Appointment Arrangements, therefore no action is necessary.

JL proposed and ST seconded approval of RCCE Membership at a cost of £72.60 including VAT, unanimously approved.

Clerk will send ST the accounts to review as it is halfway through the financial year.

28.39 ***Environmental and Footpaths***

Parish Map – Clerk read a report from SA who has requested that all businesses wishing to advertise should send their artwork to H Cutler. The Clerk has obtained permission from the Ordnance Survey, still need written permission from Essex Highways. SA asked that thanks be recorded to Lord Rayleigh and F Strutt for the time they gave to check the Estate part of the history of the parish.

New Storage Facility for Tractor and Equipment – Clerk has found an alternative location, the rental amount is not yet confirmed. LS to liaise with Estate regarding the possibility of continuing the current arrangement.

28.40 ***Estate Liaison***

LS stated that Lord Rayleigh and F Strutt have had meetings with various councillors over the last few weeks and were looking forward to meeting with the rest of the councillors and the Parish Clerk over the next couple of weeks.

Cllr Dervish asked if the Estate would be willing to install some kind of footpath/protected route so that the children could walk to school safely from the Village Hall car park. LS to email David Brien and Cllr Dervish to video/photograph the problem and forward to the Clerk.

28.41

Health and Welfare

Defibrillators – Clerk is chasing defibrillator signs for Oakfield Lane. MW and RD to put library shelves back, it should be noted that Essex Libraries are happy to donate books to community libraries. New pads have been ordered for the Fairstead defibrillator.

Playground – As per Minute 28.32, Clerk and JL to speak to CB regarding finishing the climbing frame installation. The CIF grant application for a new rocker was submitted on the 19th August, no decision as yet. The Estate has approved the installation and location of a Jubilee bench, clerk to finalise details and place order. Clerk will also order the plaque for the Jubilee Tree on Church Green. These costs will be reimbursed by the Jubilee Committee.

Benches at Terling Ford Licences – no update.

Oak Tree Survey – no update on the query on timeline for the next inspection, Clerk to follow up.

Emergency Plan – Clerk requested leaflet from Cllr Dervish to be delivered to householders in the Parish, Emergency Plan to be reviewed.

Noticeboards – Fuller Street – RD to give Clerk contact details for someone who may be interested in repairing the noticeboards in Fuller Street and the one opposite the school. Materials for the School Green repair have been ordered.

28.42

IT & Publicity –

Clerk has nothing to report from C Cutler. Councillors noted that there had been some serious outages with the Gigaclear service.

Cllr Playle left the meeting.

28.43

Planning and Highways

Planning App: 22/01841/HH – Two Storey Rear Extension with minor alterations, Tudor Cottage Ranks Green Road Fairstead – deadline 31 August 2022 – the Parish Council supported this application.

Planning App: 22/01740/HH - Single-storey extension to, and alteration of, existing annexe, together with associated enlargement of garden involving the change of use of agricultural land to domestic curtilage, Annexe At Barleyfields, Fuller Street, Fairstead – deadline 16 August 2022 – The Parish Council supported this application.

Planning App: 21/03111/FUL – Reconsultation due to Revised Plans, Oak Piggeries, Waltham Road, Terling – The Parish Council did not comment on this as it had no further observations.

Process for Parish Council's Responses to Planning Applications - LS requested that a working group meeting should be set up midway between Parish Council meetings in order to discuss planning applications and understand the planning process better. SM stated that this was not a problem in principle but that the Parish Council needed to be clear as to whether this was an official meeting or not. Working group meetings are normally unofficial, unminuted meetings, not official Planning Committee meetings. SM suggested that councillors should meet to discuss LS's proposals on an informal basis, she stressed that there was always scope for reviewing the Planning Terms of Reference.

Cllr Dervish would like to attend this meeting as a Hatfield Peverel Parish Councillor as she may have some insights to offer on this matter.

Road Repairs – nothing to report for repairs, however LS expressed concern that on more than one occasion logs had been placed across the road at Dairy Bridge blocking the road, potentially endangering road users.

Local Plan – this has now been adopted and will be removed from the agenda

Directional Signs – the sign at the Witham end of Peg Millars Lane is still down, the broken sign has disappeared, Highways are aware of this.

BDC Planning Regime regarding delegated powers – RD to draft a letter seeking guidance as to how the Parish Council can respond to infrastructure projects.

A12 Widening Further Consultation – Clerk is to circulate information on the 4th November deadline for registration and submission of comments to the Parish.

Speeding and Safety Issues/20mph Limit – New Road – RD suggested looking into a community speedwatch initiative and asking for volunteers on the Hub, and the Parish website, this was looked at in 2019 with little interest from parishioners.

VAS/SID Illuminated Sign Scheme – Unfortunately there is nowhere to put these signs. This item will be removed from the next agenda.

Green Lanes/Protected Lanes – see Minute 28.34

28.44 ***Recreation Ground***

LS to speak to the Estate regarding the termination of the lease.

28.45 ***Muga Court***

A company had submitted a quote but this was for a total refit, not the basic plan proposed for the site. However, it was agreed to put this on hold for the time being, as the Tennis Club would need to formalize itself as it has no Articles of Association, etc and is unable to apply for grant funding from any sports bodies or tennis associations. This will be removed from the agenda.

28.46 ***Longfield Solar Farm***

This is currently under examination for the next four days.

LS left the meeting

28.47 ***East Anglia Green – National Grid***

F Strutt attended a meeting in August where the possibility of undergrounding the route to the north of Fairstead was discussed.

LS returned to the meeting.

28.48 ***Area opposite the Village Hall used for parking***

LS to discuss this matter with the Estate.

28.49 ***Re-opening of Doctor's Surgery in Terling***

RD stated that planning consent for the Surgery and the Tea Room obtained some years ago included an area opposite the Village Hall parking.

LS stated that the Estate is keen to reinstate this service. SM stated that the Parish Council has written on two occasions but will do so again. The problem is due to lack of manpower and the underuse of the facility. The practice has to utilise its manpower in the most efficient way as demand in Witham is huge.

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

ST – stated that the potholes complained about by a Ranks Green resident had been filled in, but the signpost was still down, both of these matters were outside the parish but they were reported.

JL – asked if a date could be set for the next Litter Pick (in November), Clerk to action.

RD – had attended the EALC conference. EALC managers are keen to attend Parish Council meetings. Points from the conference included information on J9 training for domestic abuse, solar panel theft and speedwatch courses. £100,000 grant money allocated from proceeds of crime is available, applications are welcomed for this. Funds have been made available to provide warm rooms for isolated communities.

28.51 ***Clerk's Report***

The P3 payment for £1707.90 will be submitted shortly, still awaiting the underpayment of £328.60.

The tree branch near Bramley Cottages has now gone.

A litter pick is planned for Fuller Street on Saturday 9th October.

The general insurance policy will be renewed on 1st October under the three-year fixed agreement at a cost of £581.75 (increased from £574.45).

A new rocking horse seat has been ordered at a cost of £28 plus delivery and VAT. Clerk to clarify if this is in addition to the last one ordered.

Clerk has just received notification of the Completion of the External Audit, there were no queries or advisories. This paperwork will be published on the Parish Council link on the Community website and on the main noticeboard.

A resident from Terling is litter picking regularly for his Duke of Edinburgh Silver Award, JH is supervising this.

Clerk requested a replacement bottle bank container in early September, Cllr Dervish will chase this on behalf of the Parish Council.

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

28.53 ***Date of next meeting, including committees*** –

25th October, 7.30 pm Parish Council Meeting, Terling Village Hall, Terling

6th December, 7.30 pm Parish Council Meeting, The Square & Compasses, Fuller Street

Meeting closed at 10.02 pm