



TERLING AND FAIRSTEAD PARISH COUNCIL

Parish Clerk: Tamasin Curtis

Avenley, New Road, Terling CM3 2PN

Tel: 07354 723482 **Email:** clerk@terlingandfairsteadpc.co.uk **Web** www.terlingandfairstead.org.uk

TERLING AND FAIRSTEAD PARISH COUNCIL

Minutes of the Meeting of Terling and Fairstead Parish Council held on Tuesday 5 December at 7.30pm, at Square & Compasses, Fuller Street.

Present: Cllr S McNamara (Chairman)
Tamasin Curtis (Clerk/Responsible Financial Officer)
Cllr L Sime
Cllr J Halfhyde
Cllr G Barnes
Cllr M Webster
Cllr C Barker
Cllr S Alder
Cllr C Dervish

4 members of the public. A further member of the public joined at 19.43.

Cllr Ross Playle joined the meeting at 20.00

30.48 *Apologies for Absence*

Apologies received from Cllr Dixon and Cllr Coleridge.

30.49 *Declaration of Interests*

Cllr Sime declared her interest in National Grid Norwich to Tilbury.

30.50 *Meeting Open to the Public*

A member of the public kindly thanked the Parish Council for their hard work throughout the year.

30.51 *Minutes of Last Meeting*

It was proposed by Cllr Webster and seconded by Cllr Halfhyde that the Chairman should sign a copy of the minutes of the Parish Council meeting of 24 October 2023, unanimously approved.

30.52 *District and County Councillors' Reports*

Cllr Dervish confirmed funding was agreed for non-gas homes and will form part of the Rural Community Home Upgrade Grant. Further information to follow.

Cllr Dervish noted that the district budget had been discussed and scrutinized but not yet agreed.

There is a Councillor Community Grant available from both Cllr Dervish and Cllr Coleridge and some funding remains available.

There were no further questions for Cllr Dervish.

Cllr Playle joined the meeting at 20.00. He noted that there had been a request from a member of the public for an update to the DigiGo service. There was no immediate plans to extend to Terling & Fairstead areas currently. He will keep the Council updated with any news.



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Cllr Playle confirmed that Essex County Council were undertaking a budget/precept survey. He also noted that Essex County Council have published proposals for new boundary divisions for 2025 which could mean changes for the area. Comments are accepted until mid February.

30.53 **Chairman's Report**

Nothing to report.

30.54 **Finance**

Copies of Receipts, Payments, Bank Reconciliation, Budgets and Forecast for the financial year ending 31st March 2024 were distributed prior to the meeting to all councillors. Cllr Sime proposed that the following BACs payments/direct debits be approved for payment seconded by Cllr Alder, unanimously approved.

| | | | | |
|----------------------|------|----------------------|-------------------|---------|
| 6 th Nov | BACS | F Killby | Salary | £394.78 |
| 6 th Nov | BACS | F Killby | Expenses | £30.35 |
| 6 th Nov | BACS | T Curtis | Salary | £913.89 |
| 6 th Nov | BACS | Alan Jiggins | Handyman Services | £297.40 |
| 6 th Nov | BACS | Lord Rayleigh Farms | Garage Rent | £36.00 |
| 6 th Nov | BACS | James Todd | Payroll Services | £34.32 |
| 6 th Nov | BACS | Terling Village Hall | Room Hire | £16.80 |
| 13 th Nov | BACS | Inland Revenue | PAYE/Tax | £89.51 |
| 13 th Nov | BACS | Essex Pension Fund | Clerk's Pension | £413.66 |
| 27 th Nov | BACS | Braintree DC | Election Costs | £140.10 |

The booking and payment for Cllr Barnes Budget and Precept Training of £75.00 plus VAT was proposed by Cllr Alder and seconded by Cllr Sime and unanimously approved.

The funding for the Parish Clerk to join the Society for Local Council Clerks at £187.00 was proposed by Cllr Halfhyde and seconded by Cllr Dervish and unanimously approved.

Cllr Barnes is to look at last years budget. Clerk to forward.

30.55 **Environmental & Footpaths**

Parish Map - Cllr Alder confirmed approx. 100 maps left and they are very popular at the Tea Room. One payment is outstanding which Cllr McNamara will chase.

River Ter - Cllr Alder confirmed they are awaiting equipment.

Land Owner Deposit - LRF - Clerk to email working group with details of the application.

30.56 **Estate Liaison**

F Strutt confirmed that there are no comments from the Estate.

It was noted that there had been vehicle strikes in The Street and the concern that this will increase with station bridge and a12 works. Cllr Dervish to speak to Highways.



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30.57

Health & Welfare

Defibrillators - Cllr McNamara thanked all the defibrillator wardens. Cllr Dervish confirmed a defibrillator is going to the church which a member of the public is arranging and she hoped that there would be one at the Football club in the future.

Playground – Nothing to report. There will be a working party once the weather improves to get small jobs organized. Cllr Barker noted the supplier of the climbing frame has gone into liquidation and so the warranty is no longer valid. Clerk to get a quote for new links for the swings.

Village Hall Bins – It was agreed that the new Tradewaste contract would be entered into. The bins are to be moved and the clerk is to order locks and these should be good quality. All relevant parties will be informed of the code.

Men in Sheds – Cllr Dixon is hoping to get someone in to talk to us about the project.

30.58

IT & Publicity

It was agreed that the upgrade of the Clerks laptop could be looked into as part of budget considerations.

It was agreed that an email upgrade to .gov.uk email addresses would be investigated.

30.59

Planning and Highways

Planning – A planning meeting took place prior to the full council meeting.

Road Repairs – Cllr Playle confirmed some potholes have been filled in. He will ask for an update as to what is outstanding. An additional £121m over next 10 years in addition to usual government funding has been agreed.

Directional Signs – Cllr Playle had investigated the sign placement in Fairstead further. Gigaclear wires had been placed where the previous sign was and Highways thought it was better in the new position. He has asked for text on the other side of the sign to be added. Cllr Playle will chase the request from a member of the public to keep some of the old signage as per a request to Cllr Dervish.

A12 to A120 Widening – F Strutt confirmed there had been some frustrations with the licence for early occupation. Currently no further update. Cllr Dervish confirmed a Secretary of State visit is scheduled for January.

20s Plenty Initiative – Cllr Halfhyde to find out where to send correspondence.

30.60

Longfield Solar Farm

Section 106 Agreement – Cllr Dervish to chase the current position.

30.61

National Grid Norwich to Tilbury

Cllr Playle confirmed that Essex County Council, Norfolk County Council and Suffolk County Council had prepared an independent report which favored the off shore route. No further update at present.

30.62

Area Opposite the Village used for Parking



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The Council have been requested by Lord Rayleigh's Farms to take over the responsibility of the parking area opposite the village hall. The council have taken legal advice and discussed the matter over a number of months and a form of Licence has now been agreed. It was proposed by Cllr Sime and seconded by Cllr Webster that the Chairman can sign the Licence once ready, unanimously approved.

It was noted that as per the terms of the Licence the parking area is to be closed to the public where there is at least an amber weather warning. Hazard tape to be purchased by the Clerk ready for this and weighted cones investigated. It would be a collective effort to check the weather. Clerk to investigate wording for the signage.

30.63

Parish Handyman

Cllr McNamara thanked Alan Jiggins for his hard work. Alan confirmed that he would like to retire from all jobs other than the footpath cutting and a replacement would be needed for 1 April 2024. The filling cabinet has been delivered to the garage and the Clerk is to go through this. Cllr Webster confirmed the salt was delivered to the school who will store this.

30.64

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

Cllr Barker mentioned the roof at the Village Hall and it was suggested the trustees look into an application to the Rural Prosperity Fund. Cllr Dervish also mentioned s106 payments and that the trustees would need to put forward an application.

30.65

Clerk's Report

Tamasin confirmed that she had now completed the training for this year and there were a few more courses to do in the early part of next year to be ready to start CILCA training in September 2024.

There had been a £1 per hour increase in the Clerk Pay Scales and this is to be backdated to April 2023 for both the current and previous clerk. Another rise is expected next year for budgeting purposes due to the increase in minimum wage.

30.66

Information exchange / next agenda items - Nothing to add.

30.67

Dates of next meeting, including committees

Proposed dates for 2024 Tuesday 23 January Tuesday 12 March Tuesday 23 April Tuesday 21 May Tuesday 9 July Tuesday 10 September Tuesday 22 October Tuesday 3 December

Prior to closing the meeting Cllr McNamara thanked everyone who assisted the Parish Council in this year and Cllr Dervish invited thanks for Cllr McNamara.

The next meeting will be Tuesday 23 January at 7.30pm at Terling Village Hall.

Meeting closed at 20.34pm