

WETHERSFIELD PARISH COUNCIL

MINUTES of the Annual Parish Council Meeting held at Wethersfield Village Hall on Wednesday 10th May 2017 commencing at 7.30pm.

Present: Cllr J Barker (Chairman)
Cllr A Bowers (Vice Chairman)
Cllr R Burdge
Cllr N Godley
Cllr D Martin
Cllr Mrs E Newell
Cllr M Taylor
Cllr P Schwier (Braintree District Council)

In Attendance: 9 Members of the Public
Mrs A Lucas (Clerk)

1. TO ELECT A CHAIRMAN

Cllr J Barker was nominated to be Chairman of the Parish Council.

Resolved: Cllr Barker be elected as Chairman of Wethersfield Parish Council for the ensuing municipal year.

2. TO RECEIVE THE CHAIRMAN'S DECLARATION OF ACCEPTANCE OF OFFICE

Cllr Barker made the Declaration of Acceptance of Office as Chairman.

3. TO ELECT A VICE CHAIRMAN

Cllr Bowers was nominated to be Vice Chairman of the Parish Council.

Resolved: Cllr Bowers be elected as Vice Chairman of Wethersfield Parish Council for the ensuing municipal year.

4. APOLOGIES FOR ABSENCE

Apologies were received from Cllr B Vincent.

5. DECLARATIONS OF INTEREST

Cllr Godley declared a non-pecuniary interest in Agenda Item 9 as he is a Trustee of Wethersfield Village Hall.

Cllr Martin declared a non-pecuniary interest in Agenda Item 18(ii) as he is a resident opposing any development on WETH624.

6. MINUTES OF THE ORDINARY MEETING HELD ON 5th APRIL 2017

- (i) The minutes of the Parish Council meeting held on 5th April 2017 were approved. Cllr Bowers proposed the approval of the minutes; they were seconded by Cllr Godley, agreed by the Council unanimously and signed by the Chairman.
- (ii) The minutes of the Annual Parish meeting held on 5th April 2017 were noted.

7. PUBLIC PARTICIPATION SESSION

A member of the public gave a short presentation to the Council requesting support for a proposal to have a 30mph speed limit implemented in Beazley End and Codham. The proposal received the Council's full support and the clerk is to contact Essex Highways and the Local Highway Panel.

Action: clerk

A suggestion was made for the Parish Council to consider holding a "surgery" for members of the public to raise matters of local concern.

8. REPORT FROM THE CLERK

The following update on matters arising together with correspondence received was circulated prior to the meeting and accepted.

Moving Speed Limit Signs in Blackmore End

Jasmine Wiles, the Assistant Highways Liaison Officer, confirmed on 21st April that speed surveys will be undertaken for both locations where the speed limit has been requested.

Bollards outside "Frostnails", Blackmore End

No further progress to report on this.

Flooding at Wethersfield Village Hall

Cllr Godley is still waiting for some heavy rainfall to assess the situation further.

Rubbish left on forecourt of Courtenham's Site, Blackmore End

The Parish Council sent a follow-up email on 2nd May as the refuse left on the forecourt has increased. A response has been received with assurances that the rubbish will be removed as soon as possible.

Missing Directional Sign: Hedingham Road junction with Blackmore End Road

Although confirmation has been received from Richard Bass at Braintree District Council that the missing fingerpost has been referred to Essex Highways it has still not been replaced.

Section 106: Blackmore End Playing Field access improvements

Three quotations are awaited and when received they will be sent to BDC.

Section 106: Benches for Wethersfield

Two quotes have been received and a further one is awaited.

Saffron Gardens: pothole and road surface

The carriageway defects reported under reference 2511481 have been investigated by Essex Highways with the following outcome recorded: “This issue has been investigated, risk assessed and recorded in line with our Maintenance Strategy as not requiring immediate action at this time”.

Light in Blackmore End

The light in Blackmore End which had been knocked by a high sided vehicle has now been repaired.

Co-option

The Beazley End resident who wishes to fill the casual vacancy sent his apologies and has confirmed he will be attending the meeting in June.

Bottle Bank, Wethersfield

The bottle bank situated in the DFPFA car park will be removed on Thursday 11th May 2017. This is because the site is not fit for purpose as overhead cables do not allow the emptying of larger bins and the location of the pre-school is adding to the unsuitability of the site due to the danger of broken glass and vehicles reversing. An alternative site has not yet been identified. (Agenda item 14).

Bird Scarer in Blackmore End

The bird scarer reported at the last meeting has now been removed.

Correspondence Received:

- (i) A letter has been received from the EALC Chairman outlining the services and initiatives that have been implemented in the last year.
- (ii) Details of the LEADER Fund have been received and placed on the community website.
- (iii) Essex Highways has closed its email address and any highway issues need to be reported or checked via the “Tell Us” or “Check a Query” web tool on the ECC website. Full details and links are on the community website.
- (iv) An invitation to all councillors has been received to attend the opening of Wethersfield Cricket Club’s cricket net facility by Graham Napier on 21st May at 4.30pm.
- (v) An email has been received from the Acting Chair of the Joint Parishes Working Group which is opposing the development of 10,000 houses between Great Saling and Stebbing. **Following feedback from Councillors, the clerk informed the Acting Chair that, due to a lack of time to consider the matter fully, Wethersfield Parish Council did not wish to be included in the opposition letter which is being sent to Braintree District Council.**
- (vi) RCCE is holding a “Community Action Conference” on 13th May in Wickham Bishop’s.
- (vii) On 2nd May a grant request was received from the DFPFA. (Agenda Item 18(v))

- (viii) Joy Darby at EALC has informed all councils that new Data Control Regulations will come into force in May 2018. Details of courses will be announced shortly.
- (ix) An Update on the Local Plan Timetable has been received. Details and links are on the website.

9. WETHERSFIELD VILLAGE HALL

Cllr Godley reported that the “ladies” and “disabled” toilet refurbishment is nearly complete and the “gents” will be started after the forthcoming General Election.

The roof of the small hall needs replacing urgently as asbestos has been found. A request was made for a contribution of £4,200 from the Parish Council to make up a shortfall from the grant of £15,000, which has already been obtained. A formal motion will be presented at the next meeting covering not only the roof but also the refurbishment of the small hall.

Action: NG

10. BROADBAND

- (i) **Blackmore End and Beazley End:** Cllr Taylor reported that a response from County Broadband about the lack of service to outlying areas has still not been received. It was agreed that the Parish Council would write to County Broadband.

Action: MT/clerk

- (ii) **Wethersfield:** Cllr Bowers reported superfast broadband is still scheduled to go “live” in June 2017.

11. WETHERSFIELD COMMUNITY WEBSITE

Cllr Burdge reported the new website is progressing well and the delay in the original timescale has been due to unforeseen work undertaken on planning issues. He intends to start training individuals on how to update the new site by the end of May.

Action: NB

12. TERMS & CONDITIONS FOR USE OF THE GREEN

The Chairman apologised for not completing this task and intends to send draft terms & conditions prior to the next meeting.

Action: JB

13. ROAD CLOSURES IN BEAZLEY END

Cllr Taylor reported he has been unable to obtain a satisfactory explanation from Essex Highways as to the necessity for a 15 month road closure of Bovingdon Road.

14. CAR PARK IN WETHERSFIELD

It was agreed that the piece of land behind Hereward Way, which is owned by ECC and was suggested at the last meeting, is not a suitable location for a car park and site for the bottle bank. This option will not be pursued any further.

A member of the public has suggested a plot of land behind Upper Barns as an alternative location, but as the plot and the narrow lane leading to it are private property this option is unsuitable and has also been ruled out.

15. PURCHASE OF TELEPHONE KIOSK AT BLACKMORE END

Cllr Taylor reported it is intended to relocate the Blackmore End defibrillator to the kiosk as it will then be more centrally located. This is subject to confirmation from BT that a sufficient electricity supply will be provided.

Action: MT/BV

16. GOSFIELD ROAD BETWEEN THE BRAINTREE ROAD JUNCTION AND “TINKERS CROSS”

Following a request to support a proposal to put up signage stating the road is “not suitable for vehicles” the clerk is to ask the resident for a copy of any communication already sent to Essex Highways. This will be forwarded to councillors to consider prior to the next meeting.

Action: clerk

17. ASSETS OF COMMUNITY VALUE

Cllr Godly agreed to investigate further whether it would be beneficial to apply to make any sites within the parish Assets of Community Value.

Action: NG

18. PLANNING

- (i) **To consider and make comments to Braintree District Council on any applications received.**

Update on applications listed in minutes dated 5th April 2017:

17/00313/FUL	Land South of Silver Street, Wethersfield Erection of 12 dwellings with associated access and landscaping.	PENDING CONSIDERATION (A letter of objection was sent to BDC on 24/03/17)
17/00212/LBC	Mill Retreat, Braintree Road, Wethersfield Internal alterations.	APPLICATION GRANTED
17/00322/FUL	Hopkln Cottage, Mumfords Hill, Wethersfield, CM7 4AW Refurbishment of existing domestic barn with extension to rear side and small porch to front.	APPLICATION GRANTED

17/00429/OUT	Land adjacent The Bull PH, Blackmore End, Wethersfield Erection 2 no. dwellings.	APPLICATION REFUSED
17/00460/LBC	Little Codham Hall, Codhams Lane, Beazley End, Wethersfield, CM7 5JD Thermal upgrade of the north, east and south elevations of the Main Range (Georgian section of the existing dwelling), proposed lift and relay of existing roof tiles and the proposed replacement of existing rear boundary fences with new post and rail fence/new flint walls.	PENDING CONSIDERATION (No objection email sent to BDC on 10/04/17)
17/00486/FUL	13 Meadside, Wethersfield, CM7 4BN Erection of two storey side extension and single storey rear extension and proposed garage with associated alterations.	PENDING CONSIDERATION (No objection email sent to BDC on 10/04/17)
17/00495/LBC	Virginia House, High Street, Wethersfield, CM7 4BZ Installation of secondary double glazing to front bay windows.	PENDING CONSIDERATION (No objection email sent to BDC on 10/04/17)
17/00098/TPOCON	St Georges House, High Street, Wethersfield, CM7 4BY Application to carry out work on trees affected by the Conservation Area.	PENDING CONSIDERATION (No objection email sent to BDC on 10/04/17)
17/00102/VAR and 17/00103/VAR	The Oast House, Codham Little Park Drive, Wethersfield, CM7 5JQ Application to vary Condition 4 of approved application 14/00205/FUL – There shall be no more than three competitive events held at the venue in any single week up to a maximum of ten per calendar year. At all other times there shall be no more than two competitive events held at the venue in any single week and Application to vary Condition 5 of approved application 14/00205/FUL – The competitive events shall not start before 09:00 hours and not continue beyond 18:00 hours	APPLICATION WITHDRAWN
17/00102/VAR and 17/00103/VAR	The Oast House, Codham Little Park Drive, Wethersfield, CM7 5JQ Application to vary Condition 4 of approved application 14/00205/FUL – There shall be no more than three competitive events held at the venue in any single week up to a maximum of ten per calendar year. At all other times there shall be no more than two competitive events held at the venue in any single week and Application to vary Condition 5 of approved application 14/00205/FUL – The competitive events shall not start before 09:00 hours and not continue beyond 18:00 hours	APPLICATION WITHDRAWN

17/00489/FUL	Village Hall, Braintree Road, Wethersfield, CM7 4BU Demolition of asbestos roof and replacement with membrane roof with velux or similar roof lights in same place as existing.	PENDING CONSIDERATION (No objection email sent to BDC on 10/04/17)
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New applications awaiting decision/consideration:

17/00635/PLD	Little Barham, Silver Street Wethersfield Essex CM7 4BP Application for a proposed lawful development certificate - Loft conversion with existing hipped roof extended to form gable ends, rear dormer and roof lights to front elevation.	FOR INFORMATION ONLY
17/00145/TPOCON	Virginia House, High Street, Wethersfield, CM7 4BZ To carry out work on trees affected by the Conservation Area.	PENDING CONSIDERATION (Comments to BDC required by 26/05/17)

There was no objection to 17/00145/TPOCON

(ii) Withdrawal of sites WETH 624 and WETH 636 from the Local Plan.

The last meeting of the Braintree District Council Local Plan Sub-Committee is on 16th May. Cllr Burdge agreed to write a further letter reiterating the Parish Council's position

Action: RB

19. FINANCE

(i) The following cheque payments were made:

Item No	Cheque No.	Cheque Dat	Payee	Description	Amount
1	102051	11/04/2017	E.ON	Footway Lighting	£135.91
2	102052	10/05/2017	EALC	Affiliation fees to EALC and NALC	£348.77
3	102053	10/05/2017	A&J Lighting Solutions	Realign light fitting knocked by high sided vehicle in B/more End	£69.60
4	102054	10/05/2017	TF Joinery	Wooden slats to repair benches on the village green	£316.80
5	102055	10/05/2017	RCCE	Wethersfield Village Hall's membership to 31st March 2018	£60.00
6	102056	10/05/2017	Mr E Butcher	Litter picking for April 2017	£95.00
7	102057	10/05/2017	Mrs A Lucas	Clerk's salary (52½ hrs @ £9.64 per hour)	£506.10
8	102057	10/05/2017	Mrs A Lucas	Expenses (Stamps)	£27.64
9	102058	10/05/2017	Aon UK Limited	Insurance for Parish Council and Wethersfield Village Hall	£2,069.57
10	102059	10/05/2017	Mr J McKenzie	Bolts, washers etc for repairs to benches on the village green	£28.80
11	102060	10/05/2017	S&S Carpentry (Essex) Ltd	Refurbishment of V/Hall toilets (full reimbursement received)	£8,400.00
TOTAL					£12,058.19

Payment of the invoices was proposed by Cllr Bowers, seconded by Cllr Taylor and agreed unanimously.

(ii) Annual Return 2016/17

The Financial Statement for the Year Ending 31st March 2017, which has been prepared by Kay Painter, was presented to the meeting.

Formal acceptance was agreed by all. The forms are currently being prepared for Littlejohn's (External Auditor) with the submission required prior to the next meeting.

(iii) Grant to DFPPFA

This matter will be discussed and agreed at the next meeting.

(iv) Donations 2017/18

This matter will be discussed and agreed at the next meeting.

20. ITEMS FROM COUNCILLORS TO BE ADDED TO THE NEXT AGENDA

Any items to be added to the next agenda should be sent to the clerk by 6th June 2017

21. NEXT MEETINGS OF THE PARISH COUNCIL: The next meeting of Wethersfield Parish Council will be held at Blackmore End Village Hall on Wednesday 14th June 2017 commencing at 7.30pm.

The Chairman thanked everybody for attending and declared the meeting closed at 10.15pm.

Signed: Date:
Chairman

