

# WETHERSFIELD PARISH COUNCIL

**MINUTES of the Parish Council Meeting held at Blackmore End Village Hall on Wednesday 8<sup>th</sup> March 2017 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 B Vincent

In Attendance: 4 Members of the Public  
Mrs A Lucas (Clerk)

## **1. APOLOGIES FOR ABSENCE**

Cllr P Schwier (Braintree District Council)

## **2. DECLARATIONS OF INTEREST**

Cllr D Martin declared a non-pecuniary interest in Agenda item 6(ii).

## **3. MINUTES OF THE MEETING HELD ON 15<sup>th</sup> FEBRUARY 2017**

The minutes of the Parish Council meeting held on 15<sup>th</sup> February 2017 were approved. Cllr Burdge proposed the approval of the minutes; they were seconded by Cllr Taylor, agreed by the Council unanimously and signed by the Chairman.

## **4. RESIGNATION OF COUNCILLOR**

The resignation of Mrs Susan Clubley was accepted. A Notice of Casual Vacancy has been placed on the notice boards and website. The deadline for receipt of requests is 5:00pm on 15<sup>th</sup> March.

## **5. PUBLIC PARTICIPATION SESSION**

A member of the public gave some options for refurbishing benches on the village green with various prices. He also stated that the bench in Hereward Way has broken and requires concrete foundations. The Chairman stated this matter would be discussed further in Agenda Item 17.

A resident asked if members of the council could try to speak louder so members of the public can clearly hear what is being said during meetings.

A Wethersfield resident spoke about her concern with regard to planning application 17/00313/FUL. The Chairman informed her that this application would be discussed in detail at an extraordinary meeting which will take place on Thursday 16<sup>th</sup> March in Wethersfield Village Hall starting at 7.30pm.

## 6. PLANNING

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

### Update on applications listed in minutes dated 15<sup>th</sup> February 2017:

<b>16/02183/FUL</b>	<b>13 Meadside, Wethersfield, CM7 4BN</b> Erection of two storey side extension and single story rear extension and erection of garage with associated alterations.	<b>APPLICATION REFUSED</b> (No objection email sent to BDC on 12/01/17)
<b>17/00017/FUL</b>	<b>Land South of Hudson's Hill, Hedingham Road, Wethersfield</b> Erection of 5no. dwellings with associated garages and private drive access.	<b>PENDING CONSIDERATION</b> (A letter of objection was sent to BDC on 7/02/17)
<b>17/00051/VAR</b>	<b>Brands Cottage, Hudson's Hill, Wethersfield, CM7 4EH</b> Variation of condition 3 of planning application 00/01540/COU to amend the area in which PD rights have been removed.	<b>APPLICATION GRANTED</b> (No objection email sent to BDC on 8/02/17)
<b>17/00102/VAR</b>	<b>The Oast House, Codham Little Park Drive, Wethersfield, CM7 5JQ</b> 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.	<b>PENDING DECISION</b> (A letter of objection was sent to BDC on 17/02/17)
<b>17/00103/VAR</b>	<b>The Oast House, Codham Little Park Drive, Wethersfield, CM7 5JQ</b> 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.	<b>PENDING DECISION</b> (See above for details of response)
<b>17/00242/LBC</b>	<b>Great Codham Hall, Codhams Lane, Beazley End, Wethersfield, CM7 5JD</b> Application for Listed Building Consent following 14/01551/LBC – change as per application for non-material amendment – change windows from Georgian frames to cottage style.	<b>PENDING CONSIDERATION</b> (No objection email sent to BDC on 23/02/17)

### New applications awaiting decision/consideration:

<b>17/00278/FUL</b>	<b>Dunkirk, Finchingfield Road, Wethersfield, CM7 4BW</b> Erection of extension to first floor, modification of ground floor walls (currently undersized) to form new insulated structural walls to support first floor accommodation.	<b>PENDING CONSIDERATION</b> (Response required by 14/03/17)
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<b>17/00313/FUL</b>	<b>Land South of Silver Street, Wethersfield</b> Erection of 12 dwellings with associated access and landscaping.	<b>PENDING CONSIDERATION</b> (Response required by 30/03/17)
<b>17/00212/LBC</b>	<b>Mill Retreat, Braintree Road, Wethersfield</b> Internal alterations.	<b>PENDING CONSIDERATION</b> (Response required by 23/03/17)
<b>17/00345/HHPA</b>	<b>58 Saffron Gardens, Wethersfield, CM7 4BL</b> Erection of single storey rear extension. Extension will extend beyond rear wall of the original house by 3.7m, with a maximum height of 3.5m and 2.6m to the eaves of the extension.	<b>FOR INFORMATION ONLY – no response required</b>
<b>17/00102/VAR</b>	<b>The Oast House, Codham Little Park Drive, Wethersfield, CM7 5JQ</b> 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.	<b>PENDING DECISION</b> (Response required by 14/03/17)
<b>17/00322/FUL</b>	<b>Hopkilm Cottage, Mumfords Hill, Wethersfield, CM7 4AW</b> Refurbishment of existing domestic barn with extension to rear side and small porch to front.	<b>PENDING CONSIDERATION</b> (Response required by 04/04/17)

As mentioned during the Public Participation Session, an extraordinary meeting has been arranged to take place on Thursday, 16<sup>th</sup> March 2017 at 7.30pm in Wethersfield Village Hall to discuss and debate planning application 17/00313/FUL, Land South of Silver Street. A leaflet drop has already been undertaken in Wethersfield inviting all residents.

In relation to 17/00313/FUL it should be noted that BDC has confirmed that the site notice is going up on 9<sup>th</sup> March so the consultation period will now end on 30th March 2017.

An objection letter has been sent to Braintree District Council regarding 17/00102/VAR and 17/00103/VAR. The contents of this letter will be reiterated in relation to 17/00102/VAR (further variation to approved application 14/00205/FUL relating to the number of competitive events held at the venue).

Cllr Vincent agreed to look at 17/00322/FUL and inform Councillors and the clerk if he considers there are any problems or queries in relation to this application.

There were no objections to applications 17/00278/FUL and 17/00212/LBC.

- (ii) **To consider a response to the email dated 28<sup>th</sup> February received from the Chair of the Local Plan Sub Committee. This follows the Parish Council's resolution (Minutes February 2017 Page 14/2017 Agenda item 5(ii)) to request the withdrawal of sites WETH 624 and WETH 636 from the Local Plan.**

The Chairman stated that Cllr Burdge has kindly agreed to represent the Parish Council at the Local Plan Sub-Committee meeting on 9<sup>th</sup> March 2017. He will speak during the Public Question Time and although he will only be able to speak for 3 minutes, he will reiterate the points already expressed by the Parish Council in the letter dated 24<sup>th</sup> February, and ask for his comments to be minuted. The meeting will be webcast and audio recorded. Cllr Martin will also be attending.

It was agreed to wait until feedback has been received from the Local Plan Sub-Committee on 9<sup>th</sup> March before deciding whether to lodge a complaint with the Overview & Scrutiny Committee.

## **7. REPORT FROM THE CLERK**

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

### **Request to seek withdrawal of WETH636 and WETH624 from BDC Draft Local Plan**

Following the resolution to seek withdrawal of WETH636 and WETH624 from the Draft Local Plan at the Wethersfield Parish Council meeting on 15<sup>th</sup> February, a letter has been sent to the Local Plan Sub Committee requesting that they reconsider their original decision. A reply was received on 28<sup>th</sup> February stating that Wethersfield will not be considered again before Full Council in June 2017. Copies of the correspondence have been posted on the community website. (to be discussed in Agenda item 6(ii))

### **Damaged Wethersfield Village Sign on Braintree Road**

Cllr Roger Walters will be asked if he could see if Essex Highways would be willing to reconsider the decision not to repair the sign.

### **Overgrown Footpath between Nortofts Farm and Petches Bridge turning**

Cllr Roger Walters has been approached to see if he is willing to ask Essex Highways to reconsider the decision not to clear this footpath (which is in the parish of Finchingfield). Photos of the path have been sent to Cllr Walters.

### **Moving the Wethersfield Bottle Bank**

There is nothing further to report on this at the current time.

### **Bollards outside "Frostnails", Blackmore End**

A response is still awaited from Essex Highways.

**Request to close Gosfield Road between the Braintree Road junction and “Tinkers Cross”**

A letter has been sent to the residents who made the request for this section of road to be “one way” informing them that several councillors had visited the site and it was agreed not to put in a request to Essex Highways. It was felt making the road one way could be counter-productive. They had also asked for “concealed road” signage to be placed on Braintree Road. The clerk has suggested they seek approval direct from Essex Highways.

**Parking on the grass verge opposite Meadside**

All illegal cars have either been removed or are now legal.

**Flooding at Wethersfield Village Hall**

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

**Courtenham’s Site, Blackmore End**

Following a complaint, a letter has been sent asking the business operating from this site to tidy its frontage. A positive response was received on 22<sup>nd</sup> February and they have agreed to clear their rubbish as soon as possible.

**Purchase of Telephone Kiosk at Blackmore End**

The clerk has contacted Braintree District Council for an update on the purchase of the telephone kiosk at Blackmore End and was asked to contact BT directly. An email has been sent to BT and was acknowledged on 24<sup>th</sup> February stating “we are experiencing a higher than normal demand of enquiries at the moment but we will respond to you as soon as we can”.

**Section 106: Blackmore End Playing Field access improvements**

Approval from Braintree District Council is awaited to confirm that S106 money can be used to fund access improvements to Blackmore End Playing Field.

**Courses**

The Chairman will be attending an End of Year Accounting Workshop on 9<sup>th</sup> March.

**Correspondence Received:**

- (i) A link <https://www.braintree.gov.uk/localplanupdate4> to the fourth Local Plan Update was received on 21<sup>st</sup> February from Braintree District Council. Details are on the website.
- (ii) An initial survey has been received from Braintree District Council on the Community Governance Review (circulated previously and to be discussed in Agenda Item 15).
- (iii) Notification that E.ON’s prices are rising from 1<sup>st</sup> April 2017 has been received.
- (iv) C W Low & Son Ltd submitted a tender for grass verge trimming on 3<sup>rd</sup> March 2017. The price is £35 per mile, which is the same as last year. **(It was agreed to accept this quotation 08/03/17).**
- (v) An email dated 7<sup>th</sup> March has been received from the DFPFA informing the Council that a Fun Day is being held on Sunday 16<sup>th</sup> July and requesting support.

**8. WETHERSFIELD VILLAGE HALL**

**Community Initiatives Fund:** Cllr Godley confirmed that work on the new toilet facilities will start within the next two weeks.

He informed the meeting there have been some changes in the management of the Village Hall with a new Chairman and Treasurer.

He also stated the Parish Council will need to ask a solicitor to draw up a simple lease document. Cllr Mrs Newell agreed to speak to Mrs Phillipa Jerram.

**Action: EN**

**9. BLACKMORE END VILLAGE HALL**

**Community Initiatives Fund:** All major work has now been completed and this item can be taken off future agendas.

**10. BROADBAND**

(i) **Blackmore End and Beazley End:** Cllr Vincent has heard from Lloyd Fenton the Managing Director of County Broadband. Mr Fenton has agreed to review the properties highlighted to him where the service is not currently available and will look at possible solutions. He hopes to report back to Cllr Vincent before the April meeting.

(ii) **Wethersfield:** Cllr Bowers reported he is waiting for confirmation from BT, but the BT website is still confirming superfast broadband is scheduled to go “live” between March and June 2017.

**11. WETHERSFIELD COMMUNITY WEBSITE**

Cllr Burdge demonstrated the new website which is still a work-in-progress. A target date needs to be set as soon as possible so the various local organisations can be informed but it is hoped that the current Parish Council documentation will be transferred to the new website by the April meeting.

The Chairman thanked Cllr Burdge for the considerable work he has undertaken on this project to date.

**12. NEWSLETTER**

Cllr Mrs Newell will set up a meeting with Sarah Varney together with Cllrs Vincent and Burdge to discuss how to take this project forward.

**Action: EN**

**13. TERMS & CONDITIONS FOR USE OF THE GREEN**

The Chairman apologised for not having prepared these and will endeavour to do so by the meeting in April.

**Action: JB**

**14. SPEED LIMITS IN BLACKMORE END**

Cllr Vincent presented a proposal to relocate the traffic speed signs at either end of Blackmore End. This will be forwarded to Essex Highways for consideration.

**Action: clerk**

**15. CONSULTATION PHASE OF THE COMMUNITY GOVERNANCE REVIEW**

It was agreed not to request any proposals for review. This resolution was proposed by Cllr Bowers and seconded by Cllr Mrs Newell.

**Action: clerk**

**16. ANNUAL PARISH MEETING**

It was agreed not to hold the Annual Parish meeting as a separate event.

**17. SECTION 106 PUBLIC OPEN SPACE**

Three quotes are to be obtained to refurbish the two benches on the village green. Once received they will be forwarded to Braintree District Council for Sec 106 consideration.

Due to safety concerns the bench in Hereward is to be removed for repair.

**Action: AB**

**18. FINANCE**

(i) **The following cheque payments were made:**

Item No.	Cheque No.	Cheque Dat	Payee	Description	Amount
1	102037	08/03/2017	EALC	Annual Meeting Workshop (Delegate: Clerk)	£40.00
2	102037	08/03/2017	EALC	Planning Briefing (Delegates: Cllrs Vincent, Taylor & Martin)	£135.00
3	102037	08/03/2017	EALC	Charles Arnold Baker Book (invoice dated 25/7/16)	£63.50
4	102037	08/03/2017	EALC	End of Year Accounting (Delegate: Chairman)	£50.00
5	102038	08/03/2017	Mr E Butcher	Litter Picking for February 2017	£95.00
6	102039	08/03/2017	Wethersfield Village Hall (CIO)	Use of Village Hall from 11/02/15-10/01/2018	£390.00
7	102040	08/03/2017	Mrs A Lucas	Clerk's salary (42½ hrs @ £9.64 per hr)	£409.70
8	102040	08/03/2017	Mrs A Lucas	Clerk's expenses (mileage to EALC 22 miles @ 0.45p/mile and parking)	£11.90
9	102041	08/03/2017	J Bolton	Two Planters for Blackmore End. To be claimed back via approved Sec106 application	£330.00
10	102042	08/03/2017	Community HeartBeat Trust	Replacement pads for defibrillator in Blackmore End	£53.00
				<b>TOTAL</b>	<b>£1,578.10</b>

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

**19. ITEMS FROM COUNCILLORS TO BE ADDED TO THE NEXT AGENDA**

Cllr Vincent has received several complaints about bird scarers being placed too close to public paths. He is trying to contact the landowner and will report back.

**Action: BV**

20. **NEXT MEETINGS OF THE PARISH COUNCIL**: The next meeting of Wethersfield Parish Council will be an Extraordinary Meeting to discuss Planning Application 17/00313/FUL, Land South of Silver Street, which will be held in Wethersfield Village Hall on 16<sup>th</sup> March at 7.30pm. The Annual Parish Meeting is to be held on 5th April 2017 at 7.30pm in Wethersfield Village Hall and will be followed by an Ordinary Meeting of the Parish Council.

Members of the Public left the meeting.

The Chairman thanked everybody for attending and declared the meeting closed at 10.50pm.

Signed: .....  
Chairman

Date: .....