

WETHERSFIELD PARISH COUNCIL

MINUTES of the Parish Council Meeting held at Blackmore End Village Hall on Wednesday 14th June 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 B Vincent
Cllr P Schwier (Braintree District Council)

In Attendance: 21 Members of the Public
Mrs A Lucas (Clerk)

17/41 APOLOGIES FOR ABSENCE

None

17/42 DECLARATIONS OF INTEREST

Cllrs Bowers, Godley and Martin declared a non-pecuniary interest in Agenda Item 8 as they are Trustees of Wethersfield Village Hall.

17/43 MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD ON 10th May 2017

The minutes of the Annual Parish Council meeting held on 10th May 2017 were approved. Cllr Taylor proposed the approval of the minutes; they were seconded by Cllr Vincent, agreed by the Council unanimously and signed by the Chairman.

17/44 PUBLIC PARTICIPATION SESSION

A representative for the residents who live in Dog Chase, Wethersfield addressed the meeting regarding continued problems with vehicles speeding and ignoring the one-way system. The Parish Council agreed to support the residents and the clerk is to contact Cllr Robert Mitchell (Deputy Cabinet Member for Essex County Council Highways) to see if a site visit can be arranged with interested parties to resolve the issues raised.

Action: clerk

A letter is to be drafted to be sent to properties in Dog Chase and Barracks Cottages asking residents to consider their speed when driving along Dog Chase.

Action: clerk

A member of the public urged Councillors to agree to the grant of £4,200 for Wethersfield Village Hall. The Chairman stated this would be discussed in Agenda item 8(i)).

A contingent of Blackmore End residents were present objecting to the proposed development of four, two-bedroom houses at Syers Field by Greenfields Community Housing. The Chairman stated this would be discussed in Agenda item 13(i) but stressed residents should all write their own individual letters of objection to Braintree District Council.

The Chair of the DFPFA, who was unable to attend the meeting in person, has contacted the clerk and requested that the relocation of the Wethersfield bottle bank was raised. Cllr Bowers reiterated the Parish Council's previous concerns that the lay-by on Finchingfield Road, which is owned by Essex County Council, is unsuitable as a location as it could encourage fly tipping. This matter will be put on next month's agenda for further discussion.

The need for Parish Council surgeries was raised. The Chairman stated this would be discussed in Agenda item 18.

17/45 **CO-OPTION**

One candidate wished to be considered for co-option .

RESOLVED: Mr Keith Daniel be co-opted onto the Parish Council in the Blackmore End ward.

Mr Daniel signed the Declaration of Acceptance of Office and was welcomed onto the Council by the Chairman.

17/46 **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

There are currently no further developments.

Bollards outside "Frostnails", Blackmore End

There are currently no further developments.

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

Although there is still rubbish outside the Courtenham's site, two large skips have been placed in front of it, so it is not as visible. Cllr Vincent will continue to monitor the situation.

Missing Directional Sign: Hedingham Road junction with Blackmore End Road

Braintree District Council's highway rangers have now reported the missing fingerpost to ECC maintenance as the repair is beyond their remit.

Section 106: Blackmore End Playing Field access improvements

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

Section 106: New Planters in Blackmore End

A Licence to Plant on the Highway has been applied for. Once this has been received the planters will be positioned on the small green at the junction of School Road and Toppesfield Road.

Bottle Bank, Wethersfield

The bottle bank situated in the DFPFA car park has now been removed. Any suggestions received for a suitable alternative site will be considered.

30mph Speed Limit in Beazley End and Codham

Following a presentation at the last meeting, the clerk has contacted Cllr Graham Butland to request support for a 30mph speed limit in Beazley End and Codham. Cllr Butland has acknowledged the email, which has been copied to the LHP.

Courses

On 27th June, the Chairman and clerk are attending a course on Standing Orders.

Correspondence Received:

- (i) A copy of the Local Business Case for Joint Governance of Police & Fire Rescue in Essex submitted to the Home Secretary was received on 22nd May from the Police and Crime Commissioner.
- (ii) Dates for the Local Plan Consultation have been received. The Consultation starts on 16th June (9am) and finishes on 28th July (5pm). Details have been placed on the website and notice boards. There will also be a district wide mail out from Braintree District Council at the beginning of the Consultation. Further details can be found at www.braintree.gov.uk/publicationdraftlp.
- (iii) Notification of a Local Bus Consultation (31st May to 3rd July) has been received for Service 9: Braintree, Panfield, Shalford, Wethersfield, Finchingfield to Gt Bardfield. Details and links to the survey are on the community website.
- (iv) A letter has been received from James Salmon of County Broadband regarding broadband coverage in Blackmore End and Beazley End. (to be discussed in agenda item 8(i)).
- (v) A letter from Superfast Essex has been received explaining why some timescales for the Superfast Essex programmes current BT delivery are changing. The letter has been posted on the community website. (Agenda item 8(ii)).
- (vi) An information poster with the latest information on the Bovingdon Road closure has been put on the website. The anticipated completion is now Autumn 2017.

17/47 CAPITAL RESERVES

This matter will be discussed at the meeting in July to allow time for further research to be undertaken.

17/48 WETHERSFIELD VILLAGE HALL

- (i) It was resolved that £4,200 would be awarded to Wethersfield Village Hall for the renovation of the small hall roof. The motion was proposed by Cllr Taylor, seconded by Cllr Burdge and agreed unanimously.
- (ii) This matter will be discussed at the next meeting.
- (iii) Cllr Mrs Newell has spoken to the solicitor dealing with the lease between the Parish Council and Wethersfield Village Hall and she has requested sight of the Deed of Gift. The lease should be ready for approval at the next meeting.
- (iv) The report of further flooding is to be investigated by Cllr Godley. There is currently nothing to report.

17/49 BROADBAND

- (i) **Blackmore End and Beazley End:** Following a letter from the Parish Council, Cllr Vincent has met with a representative from County Broadband. A plan is being put together to see if the signal can be extended to outlying properties.
- (ii) **Wethersfield:** Cllr Bowers reported that superfast broadband roll-out has been put back to September 2019. The Parish Council will contact BT to request an explanation.
Action: AB/clerk

17/50 WETHERSFIELD COMMUNITY WEBSITE

Cllr Burdge presented Phase I of the Wethersfield Community Website to the meeting and stated that the switch over is planned to take place on 1st July. He will provide training to all relevant organisations.

Action: RB

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

17/51 COMPLAINTS PROCEDURE, CODE OF PRACTICE AND STANDING ORDERS

The Chairman and clerk are attending a course on Standing Orders on 27th June. Cllrs Bowers and Taylor expressed a wish to attend and the clerk will check availability.

Action: clerk

It was agreed to form a working group to create a complaints procedure, a code of conduct and to review the standing orders. This motion was proposed by Cllr Burdge, seconded by Cllr Bowers and agreed unanimously.

17/52 SECTION 106, REFURBISHED BENCHES ON THE VILLAGE GREEN

Consideration was given to 3 quotations received for the refurbishment of the benches on the village green in Wethersfield.

RESOLVED: That the quotation from Mr J McKenzie be accepted.

17/53 PLANNING

(i) Update on applications listed in minutes dated 10th May 2017:

17/00313/FUL	Land South of Silver Street, Wethersfield Erection of 12 dwellings with associated access and landscaping.	APPLICATION WITHDRAWN
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.	APPLICATION GRANTED
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.	APPLICATION GRANTED
17/00495/LBC	Virginia House, High Street, Wethersfield, CM7 4BZ Installation of secondary double glazing to front bay windows.	APPLICATION GRANTED
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)
17/00489/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.	APPLICATION GRANTED
17/00145/TPOCON	Virginia House, High Street, Wethersfield, CM7 4BZ To carry out work on trees affected by the Conservation Area.	PENDING CONSIDERATION (No objection email sent to BDC on 12/05/17)

New applications awaiting decision/consideration:

17/00159/TPOCON	Church Hill House, High Street, Wethersfield, CM7 4BY Notice of intent to carry out works to a tree in a Conservation Area – fell to ground level 1 leylandi.	PENDING CONSIDERATION (No objection email sent to BDC on 05/06/17)
17/00844/FUL	Little Barham, Silver Street, Wethersfield, CM7 4BP Demolition of existing garage and erection of single storey rear extension with glazed link and erection of replacement detached double garage.	PENDING CONSIDERATION (No objection email sent to BDC on 05/06/17)

17/00911/VAR	Beazley End Pit, Beazley End, Wethersfield Application for variation of Condition 2 of approved application 16/01629/FUL - Design of the building to be altered to accommodate natural light into the building.	PENDING CONSIDERATION (Comments to BDC required by 16/06/17)
17/00909/FUL	Land Adjacent To Syers Field Blackmore End Wethersfield Essex CM7 4DE Change of use of existing redundant land to residential use, together with the erection of 4 no. two bedroomed dwellings and associated works.	PENDING CONSIDERATION (Comments to BDC required by 20/06/17)
17/00184/TPOCON	1 Sims Cottage, Braintree Road, Wethersfield, CM7 4BX To carry out work on trees affected by the Conservation Area.	PENDING CONSIDERATION (Comments to BDC required by 03/07/17)

17/00911/VAR: Cllr Daniel expressed concern about potential light pollution from this variation. He agreed to draft a letter, for approval by councillors, to send to Braintree District Council.

Action: KD/clerk

17/00909/FUL: Councillors unanimously agreed to support the concerns of residents with regard to this application. A letter of objection, for approval by councillors, will be sent to Braintree District Council.

Action: BV/clerk

17/00184/TPOCON: There were no objections to this application.

- (ii) **Update on the Withdrawal of sites WETH 624 and WETH 636 from the Local Plan:** Following a meeting of Full Council at Braintree District Council on 5th June, the Chairman confirmed that both sites have now been removed from the Local Plan. Thanks were given to the District Councillors, Cllrs Schwier and Tattersley, for their advice and support.

17/54 FINANCE

- (i) The following cheque payments were made:

Item No.	Cheque No.	Cheque Date	Payee	Description	Amount £
1	102061	14/06/2017	Kay Painter	Undertaking internal audit of Parish Council accounts	£250.00
2	102062	14/06/2017	Electric Websites	Website updates	£225.42
3	102063	14/06/2017	EALC	Standing Orders for Local Councils (Delegate: Cllr John Barker)	£55.00
4	102063	14/06/2017	EALC	Standing Orders for Local Councils (Delegate: Clerk)	£55.00
5	102064	14/06/2017	Information Commissioner	Data protection registration (legal requirement to renew)	£35.00
6	102065	14/06/2017	Mr E Butcher	Litter picking for May 2017	£95.00
7	102066	14/06/2017	Mrs A Lucas	Clerk's salary (49½ hrs @ £9.64 per hour)	£477.18
TOTAL					£1,192.60

Payment of the invoices was proposed by Cllr Martin, seconded by Cllr Godley and agreed unanimously.

- (ii) The financial year/end 2016/17 carried forward figure of £36,906 was approved.

- (iii) Section 1, the Annual Governance Statement of the Annual Return for 2016/17 was approved.
- (iv) Section 2, the Accounting Statements of the Annual Return for 2016/17 was approved.
- (v) Before a decision on a grant to the DFPFA is made the clerk is to request a copy of the most recent accounts.
- (vi) A decision on whether the Parish Council will make any charity donations for 2017/18 will be agreed at a future meeting.

17/55 TERMS & CONDITIONS FOR USE OF THE GREEN

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

Action: JB

17/56 PURCHASE OF TELEPHONE KIOSK AT BLACKMORE END

Cllr Vincent has established that the current defibrillator case does not meet electricity specifications required by BT. He is in the process of establishing the cost implication of purchasing a new case. In the meantime Cllr Vincent and Cllr Taylor will canvass Blackmore End residents to see if there are any other ideas for the use of the kiosk before contracts for its purchase are signed.

17/57 GOSFIELD ROAD BETWEEN THE BRAINTREE ROAD JUNCTION AND "TINKERS CROSS"

After discussion it was unanimously agreed not to support the request to erect "not suitable for vehicles" signage on this road. The clerk is to contact the residents who made the request.

Action: clerk

17/58 ASSETS OF COMMUNITY VALUE

It was agreed not to pursue making any properties in the parish ACV at the present time.

17/59 PARISH COUNCIL SURGERIES

It was agreed to trial holding surgeries on occasional Saturday mornings from September 2017. Surgeries will be held separately in Wethersfield and Blackmore End and two councillors would need to be present at all times.

17/60 ITEMS FROM COUNCILLORS TO BE ADDED TO THE NEXT AGENDA

Defibrillator training for Blackmore End is to be organised.

17/61 **NEXT MEETINGS OF THE PARISH COUNCIL:** The next meeting of Wethersfield Parish Council will be held at Wethersfield Village Hall on Wednesday 12th July 2017 commencing at 7.30pm.

The Chairman thanked everybody for attending and declared the meeting closed at 10.20pm.

Signed:
Chairman

Date: