



**Minutes of the Meeting of Great Notley Parish Council Held on Monday 4th March 2019
at the Community Centre Great Notley**

Meeting commenced at 7.56pm

Present: Councillors Ricci (Chair) Crawford, Cunningham, Heady,
Pritchard, Butland, Arthur and the Clerk

4 members of the public were present

19/23: Apologies

Received from Councillor Griffin.

19/24: Declarations of Interest

Councillor Ricci declared a non-pecuniary interest as a member of Braintree District Council and as a member of the planning committee of that authority.

Councillor Cunningham declared a non-pecuniary interest as a member of Braintree District Council and as a member of the planning committee of that authority and also in agenda item 19/30.3 as he is the cabinet member for economic development which covers the development of Horizon 120 and potential provision of allotment land.

Councillor Butland declared a non-pecuniary interest as a member of Braintree District Council and as a member of Essex County Council.

Councillor Heady declared a non-pecuniary interest in agenda item 19/30.3 as he is a member of the allotment waiting list.

19/25: Public Question Time

A member of the public thanked the District Councillors for their efforts in delaying the potential removal of the cherry trees along Great Notley Avenue. She commented that there appears to be a discrepancy as to what is included in the vegetation management plan and what was proposed in relation to the trees and that there had been poor communication with residents. In her view the trees are a key feature of the Garden Village and should be pruned and maintained and not removed. Councillor Butland confirmed that a meeting will be arranged after the forthcoming elections, with a tree officer from Braintree District Council, District Councillors and other interested parties in relation to the future of the trees. The resident also asked that Braintree District Council is asked not to mow over the areas which have only just been planted with grass seed following the work by

Gigaclear. It was confirmed this request will be passed on. She raised a concern in relation to damage to tree roots by that contractor although Braintree District Council has stated that they do not consider that any damage has occurred.

19/26: Minutes of the Meeting of the Council held on 4th February 2019 & progress update

The minutes of the meeting held on 4th February 2019 were **agreed** by Councillors as a correct record and signed by the Chair.

19/27: Chairman's report

No report.

19/28: Parish Clerk's Report

The Clerk reported as follows –

1. The Tesco store has been in touch to say it is investigating how best to repair the three streetlights. They advise that they cannot find the supply to the lampposts coming from the store so it may take some time and a few meetings to plan a way forward.
2. Braintree District Council has confirmed arrangements will be made to swop the position of the Parish Council bins and the bottle bank in the area behind the Prince Louis Public House.
3. I have provided the contact details to both White Court School and Notley Green School for the manager of the 3PR scheme in relation to problems with school parking and also put two Governors in touch with the enforcement team at Braintree District Council in relation to parents parking on grass verges owned by that authority.
4. I submitted the request to the Local Highway Panel in relation to issues at the Notley Green A131 roundabout. The Highway officer responded and advised me that due to the number of accidents the roundabout is already being considered by the Highway Panel under the casualty reduction scheme. Consideration is being given to improved signage and road layout and is awaiting approval for funding in the next financial year.
5. The proposal by Braintree District Council to remove the cherry trees in Great Notley Avenue resulted in a number of resident complaints and as a result the work has been postponed and the Tree Officer tells me that he intends to consult further on the proposal. The Braintree District Council vegetation management scheme completed in 2012 in consultation with the Parish Council made clear that there was overplanting in the area but suggested the removal of the London Plane trees rather than the Cherry Trees. I will let you know once more information is received from the District Council.

Councillor Butland will attempt to find out the date of the proposed consultation meeting so it may be publicised in the Great Notley Times.

6. Following the last meeting I sent the letter to the Police and the Police, Crime and Fire Commissioner. This resulted in the area commander speaking to the resident who raised the initial concern in relation to communication. He has confirmed to me that he is very pleased with the outcome.
7. I have submitted the licence request to Essex County Council regarding the installation of the new White gate. Receipt has been acknowledged and I have been advised that I will hear further very shortly with the agreement for signature from their legal department.
8. In relation to the acquisition of the Mrs Hedges statue a value has been provided for insurance purposes and the repairs to the statue are due to be carried out by the original sculptor in April.
9. The next Public Transport meeting will be taking place on 5th June 2019 at Braintree Town Hall. Please let me know if you wish to attend.
It was noted that a Councillor will need to volunteer for public transport liaison at the May meeting.
10. Finally, I am listing some matters where no action is required by the Parish Council but where a response is awaited from others.

Issue	First raised
Transfer of land between developers and Braintree District Council – await feedback from BDC following Councillor Butland raising this outstanding matter with the CEO	May 2012
Parish Council application for a ‘warning pedestrians sign on A131 adjacent to Hungry Horse detailed design for traffic management and signalised crossing awaited from Essex County Council in accordance with decisions made by Local Highway Panel	January 2015
Progress from Solicitors regarding acquisition of ‘Mrs Hedges’ and ‘Unity Hand’ sculptures – ongoing correspondence between Solicitors to resolve outstanding issues.	November 2017
Repair of pump for underpass – awaiting Essex County Council	September 2018
Repair of Streetlights on spine footpath – Essex County Council advise it is a cable fault and estimate work will be carried out in February 2019	November 2018
Liaison with Essex County Council regarding tree inspection in Levens Way play area	November 2018

The Clerk also confirmed that the work to repair the chain link fencing and posts at the Hospital Memorial has been completed. She has also referred residents who have raised parking issues to the guidance on the Parish Council website which has proved useful.

It was requested that the Clerk request that the Tesco store deal with the repair of the Roman Heads statue as a matter of urgency. The issue of the condition of the Square to be considered on a future agenda.

The report was otherwise **accepted**.

19/29: Financial Report

19/29.1 Bank reconciliation

The bank reconciliation statement calculated to 28th February 2019 was **noted and accepted**.

19/29.2 Payments for approval

The following payments were **approved** –

Direct Debits

11/2/19	BT internet and phone	73.46
14/2/19	RAC Allstar fuel	43.00

Online payments which were paid 20th February 2019

Salaries		3,462.92
Clerk	Expenses	37.15
HMRC	Tax and NI	648.68
Essex Pension Fund	Pension contributions	764.34
Braintree DC	to install earth mound and new bollards	2,382.00
NGCA	Hall hire	11.00
Ernest Doe	Litter picker and fuel for strimmer	57.99
National Allotment		
Society	Subscription fee	67.00

19/29.3 To consider and approve the Assets Schedule

The Assets schedule for this financial year was considered and **approved**.

It was also noted that the updated quotation for payroll services will be included on the April agenda for formal approval but that Councillors have no issue with the quotation in principle.

19/30: Substantive matters for discussion

19/30.1 To receive progress update in relation to upgrade of the RAFT area

It was noted that the tender paperwork is prepared and ready to go on to the Contract Finder website in April so that any decision making avoids the purdah period prior to the election. A question was raised as to whether a minimum amount should be included. Councillors **agreed** to leave the minimum figure at zero so as not to deter businesses from bidding for the project. It was also noted that the trees at the RAFT area are in need of inspection so the Clerk will sort out a quotation alongside requirements for the Levens Way play area tree.

19/30.2 To consider play area inspection report

The play area inspection report carried out on 15th February 2019 was **noted**. It was further noted that strimming and grass cutting work in the area will commence again very shortly and that the missing handle on the rocking bike is due to be replaced shortly as well.

19/30.3 To receive an update in relation to the progress of the provision of allotments for the Parish.

The Clerk provided a detailed report on her attendance at a meeting at Braintree District Council with Councillors Heady, Griffin and Pritchard. Braintree District Council has offered a site on the Country Park and has offered to put the area in the condition required for an allotment site. Councillor Heady proposed that the offer be accepted. This was seconded by Councillor Butland and **agreed** by all members. The District Council also wish to have an indication on the sizes of plots required. It was **agreed** that there should be liaison with those on the waiting list and to consider differing sizes of plots together with some raised bed plots so as to be fully accessible. It was also noted that the Parish Council is now a member of the National Allotment Association and a substantial amount of support is available from that society.

19/30.4 To consider representations in relation to proposed cinema event on the green

Braintree District Council has advised the Parish Council that an initial enquiry has been made by a Company to organise an outdoor cinema event on the green on 14th June and 2nd and 3rd August 2019. As landowner of the green it is for Braintree District Council to make the formal decision as to whether to agree a license to enable the event to take place but it has consulted with the Parish Council to inform its decision-making process. The Chairman had asked the Clerk to put a posting on Facebook to gauge the views of residents. The Clerk had put together a report showing the responses on Facebook plus emails received by her in relation to the issue. The matter was discussed with concerns being raised as to holding an event in a residential area, but noting that this was an infrequent occurrence. After considerable discussion, Councillors **agreed** that having considered the matter including the responses to the Parish Council including those on social media, the Parish Council does not object to the application on the proviso that the District Council puts in place conditions so that measures are taken by the organisers to protect residents

from issues including but not restricted to noise, litter, problem parking and congestion.

19/31: Planning applications, Tree Preservation Orders and other planning matters.

19/31.1 New Applications within the Parish

Application No.	Application	Response
19/00085/ADV	Units 610 and 630 Avenue West, Skyline business park, Great Notley – erection of 2 flagpoles	No comments or observations

19/31.2 To note results of planning applications

Application No.	Application	Result
18/01792/FUL	Land West of 100 Avenue East, Skyline Business Park, Great Notley - New office development comprising purpose-built office building, access, car parking, soft landscaping and associated development	Granted with Section 106

19/32: Reports

19/32.1 Reports from Councillors regarding attendance at external meetings

Councillor Arthur reported that he had attended a ‘drive along’ with the local Police and had encountered a number of drug issues including people smoking drugs in the Church car park. It was noted that all but one were local people. The Church is now locking its car park during the evenings which is displacing the drug users elsewhere.

19/32.2 District/County Update

Councillor Butland confirmed that he had written to Councillor Kevin Bentley and Councillor Simon Walsh at Essex County Council regarding the continuing delays in rectifying the drainage issues at the underpass.

19/33: Any Matters to be raised by members for the next agenda

A concern was raised in relation to the service at the Tesco pharmacy. The matter will be put on the next agenda for consideration and attempts will be made to obtain more substantive information about the problem

Meeting concluded at 8.53pm