



Minutes of the Meeting of Great Notley Parish Council Held on Tuesday 26th April 2016 at the Community Centre Great Notley

Meeting commenced at 8pm

Those present: Councillors Heady (Chair) Ricci, Crawford, Butland, Price (late arrival) and the Clerk.

No member of the public was present but two representatives from Crest Nicholson were in attendance.

16/34: Apologies

Received from Councillors Cunningham and Paul.

16/35: Declarations of Interest

Councillor Butland declared a non-pecuniary interest as a member of Braintree District Council specifically relating to agenda item 16/41.1 and any other issue relating to the District Council and also as a member of Essex County Council.

Councillor Ricci declared a non-pecuniary interest as a member of Braintree District Council, and also as an employee of London City Airport in relation to agenda item 16/41.7.

16/36: Public Question Time

Mark Beddings and Crispin Hanson from Crest Nicholson provided information in relation to the prospective development of 97 homes on land at London Road close to Baker's Lane. They confirmed that the application had been delayed for 7 months but now that site allocations are expected imminently under the Local Plan process the company wishes to proceed. It was confirmed that this application is a stand-alone application which can be completed in 2 years. As a result of liaison with neighbouring properties and consideration of layout the number of homes has been reduced from 99 to 97 of high quality design. It was stated that Essex Highways have no objection to the development and there is potential for improvements to London Road including traffic calming, crossing and pavement improvement. 30% of the houses will be classed as affordable homes. All properties will be 2 storeys and there will be a mix of flats and houses. In response to a question regarding regular flooding on London Road the response was that the development will have a positive impact as ditches will be cleared. They left some plans of the prospective development for viewing.

**16/37: Minutes of the Meeting of the Council held on 14th March 2016
& progress update**

The minutes of the meeting held on 14th March 2016 were **agreed** by members as a correct record and signed by the Chair.

It was also noted that Councillor Frankie Ricci has been appointed Chairman of Braintree District Council and is the first resident of Great Notley to attain this position and members recorded their congratulations.

16/38: Chairman's report

The Chairman reported as follows –

The Clerk was away for a while since the last meeting and callers to the Parish telephone number were advised that they could telephone me instead. Arising from this I referred a few matters to District Councillors in respect of parking in Wood Way, Cuckoo Way (at the Tesco roundabout end) and Grantham Avenue and also a complaint about the poor state of the slide at the District Council's play equipment at the Community Centre. With regard to the last-mentioned, as the complainant was unclear in his report, I had first visited and inspected the Levens Way Play area cleaning the slides while I was there

The prospective planning applicants in respect of development at London Road/Bakers Lane within Black Notley Parish approached me asking whether they can come and meet us. Having consulted fellow councillors I asked the Clerk to say that there was no good reason to do so at this stage. As usual, they are free to attend a council meeting and speak during the public forum part of the meeting if they wish.

On the invitation of neighbouring Rayne Parish Council I attended a public meeting arranged by the local Action Group opposed to the Brook Green development north of the A120 straddling the Flitch Way. The Council has already commented on this application and, in the event, there was no reason for me to make any contribution to the meeting on the Parish Council's behalf.

I have posted on the Facebook page telling readers the decision made by the last meeting in response to the District Council's first approach regarding prospective sites due to be included in the District Council's draft Plan for future development in the District, and also on the parking standards report included on this agenda. Additionally I have posted on the item on this agenda with regard to public engagement in respect of the A120 between Great Notley and Marks Tey. In the Clerk's absence I accepted a dozen new Group members and posted replies to comments regarding damaged lamp columns at the north end of the spine path and in respect of some missed Great Notley Times deliveries

As usual there are several matters that the Clerk discussed with me in general terms relating to some items of correspondence and on some complaints and comments made by residents on footpath damage by vehicles, parking, anti-social behaviour and personnel matters, and she has taken appropriate action on our behalf.

He also mentioned that an approach had been made for a link on the Parish Council website to the Flitch Way website which he suggested was agreeable.

16/39: Parish Clerk's Report

The Clerk reported as follows –

1. John Slade has completed work on the repair of the broken guttering at the storage unit and has repainted the unit as well. Unfortunately the litter team have come across both adult and young residents kicking balls against the side of the unit. Please let me know whether you wish me to investigate the costs of having a 'no ball games' sign at the area.
Members were sympathetic to the problem but agreed that next time the unit needs painting the wall is painted a dark colour.
2. The Local Highway Panel met on Thursday 24th March 2016. In relation to the 'warning pedestrians' sign on the A131 adjacent to the Hungry Horse, the feasibility study continues with design completion awaited. The next panel meeting is on 7th July 2016 so I will keep members updated.
3. Regarding the Local Highway Panel application for London Road it appears to be accepted that the change of speed limit from 40mph to 30mph is insufficiently clear thus leading to speeding traffic. The matter has been considered feasible and is awaiting further consideration to improve 'gateway features'.
4. The EALC are running a play area inspection and risk assessment courses at a cost of £100. The course on 26th May 2016 is now fully booked but future courses will be arranged. It may be useful for me to attend so please consider whether you would wish me to attend such a course.
Agreed by members.
5. I have received entry forms for various RCCE competitions including village of the year. If Councillors wish me to enter the Parish into the competition please let me know.
Councillors agreed not to enter the Parish for the competitions on this occasion.
6. I have had further discussions with the dog warden and following the article in the Great Notley Times, various publicity about the issue on the Facebook page and the dog warden attending the village on a number of occasions in March and April the situation regarding dog fouling seems to have abated for the time being.
7. NALC have opened the awards process for 2016. The categories are Councillor, Clerk, Young Councillor, local outstanding project and Council of the year. Let me know if you wish to enter any of those categories and I can then obtain the nomination forms.
Councillors agreed not to enter these competitions this year but to consider the competition in the future.
8. The Cuckoo Wood walk took place on 6th April 2016 and seemed to be enjoyed by those who attended. Amanda Turberville from Braintree District Council would be willing to collaborate on another walk in the school summer holidays so please confirm you are happy to promote that event. In

addition as a result of this initiative she is now liaising with the Brownies and Scouts to enable them to have access to the wood.
Councillors agreed to promote this event.

9. White Court School have invited the Parish Council to attend their annual open evening on Tuesday 5th July 2016. Please confirm whether you would again like to be represented at this event. In addition last year there was mention of purchasing a banner so please let me know if you wish me to obtain further information on that issue.

Councillors agreed that this year they do not wish to participate in this event.

10. I have been liaising with local organisation in relation to the UK Power Network Priority Register and expect to visit a number of groups over the coming weeks.

11. I have circulated correspondence on the following items to all members which in the absence of any substantive response, following consultation with the Chair, no further action has been taken –

- Youth service networking supper
- Neighbourhood Watch AGM invitation

12. Finally I am listing some matters where no action is required by the Parish Council but where a response is awaited from others.

The addition of the lights at the Play area adjacent to the Community Centre to the night time lighting scheme by Essex County Council.
Land transfer between Countryside Properties and Braintree District Council.
Broken roundabout sign at Tesco mini roundabout – repair expected by ECC in April at which time the white lines on site will be reviewed
Broken street lights on the main footpath – repair expected by ECC after 1 st April 2016.

The report was otherwise **noted and accepted**.

16/40: Financial Report

16/40.1 Bank reconciliation

Bank reconciliation statement calculated to 31st March noted and **accepted**.

16/40.2 Payments for approval

The following payments were formally **approved** –

22/3/16	102210	NGCA	11.00
	102211	JCS Solutions	265.00
13/4/16	DD	BT	48.93
15/4/16	DD	RAC fuel card	37.89
26/4/16	102281	BALC subscription	24.00
	102282	Information commissioner	35.00

102283	EALC annual subscription	833.53
102284	NGCA	11.00
102285	Eon (streetlights)	85.80
102286	Richard Edwards LLP (payroll)	90.90
102287	Zurich Municipal	1,648.22
102288	RAC Motoring	12.00
102289	S Walker (Clerk's expenses)	41.33
102290 –		
102294	Wages	3,357.47
102295	HMRC	660.57
102296	Essex Pension Fund	343.13

In addition it was noted that the Direct Debit for £12 to RAC was not taken by the RAC but a payment is required by cheque and thus noted as such in this schedule. (It is not a second or duplicate payment).

16/41: Substantive matters for discussion

16/41.1 To consider and approve street scene agency agreement.

Councillor Heady proposed that the agreement is approved for another year and will be signed by him. Also that the Clerk examine the document in fine detail to ensure that the Parish Council are fully compliant and to report back should the need be necessary. This was **agreed** by all Councillors.

16/41.2 To consider possible commemoration of Queen's 90th Birthday.

Having obtained confirmation from both primary schools that they would like to receive bookmarks for the children and the number of students on the roll of each school it was **agreed** to proceed with the order of commemorative bookmarks, final detail of the order to be dealt with by the Chair and Clerk.

16/41.3 To consider quotes for Power Washing

The Clerk had now received the quotations from Braintree District Council to compare with the information provided in her report provided at the February meeting. It was proposed by Councillor Heady that the quotations from Braintree District Council are accepted and this was **agreed** by all members.

16/41.4 To consider quotes for grass cutting

The Clerk had provided a quotation from DW Maintenance to cut the grass at the RAFT and Levens Way Play area together with work at the Hospital Memorial to prepare for the Memorial Service. On the basis that this is not an ongoing agreement and that it offers value for money Councillors **agreed** to accept the quotation.

As a result the very old mowers are no longer required by the Parish Council and it was **agreed** to dispose of both mowers.

16/41.5 To consider issues surrounding Parking in the Parish

It was noted that Parking issues are dealt with by the North Essex Parking Partnership (NEPP). Councillors have been approached recently regarding parking issues. So as to enable any issues to be dealt with by the correct authority it was **agreed** that the Chair and Clerk draw up a toolkit for residents to guide them on the Partnership's correct procedures. Under the NEPP procedure the District Councillors will be consulted but in any event issues could be referred to them also.

16/41.6 To consider whether to proceed with the P3 partnership scheme

The Clerk advised that ten people have come forward to volunteer for the scheme and it was therefore **agreed** to progress the project.

16/41.7 To consider possible representations regarding Stansted Airport flight path

In response to previous recent airport consultations the Parish Council had suggested a small amendment to the flight path of air traffic so that it runs to the south of the Parish rather than as at present directly overflying the Parish. Approaches have been made to the Chair and Vice Chair and via the Clerk as to residents' complaints regarding aircraft noise. It has now come to the attention of the Clerk that a consultation group is run by Stansted airport and an officer at Braintree District Council is a member. Councillors **agreed** to re-iterate the position of the benefits of a minor move to the flight path for Parish residents to the consultation group.

16/41.8 To consider actions as a result of Chairman's attendance at A120 Community Forum

The Chair had attended the A120 Community Forum and the meeting notes have been circulated to members. In relation to the specific questions from the forum regarding engagement it was **agreed** to feedback that engagement should be via email and in due course with public exhibitions, posters for local display and a website, to ensure that arrangements provide meaningful dialogue and for the Parish Council to be fully informed of developments, that there are no others to be engaged with and that updates can be included in the Parish magazine.

16/42: Planning applications, Tree Preservation Orders and other planning matters.

16/42.1 New Planning applications

Application No.	Application	response
16/00349/FUL	94 Skiddaw Close, Great Notley - Erection of two storey rear extension and single storey side extension	No comment
16/00556/FUL	59 Ellen Way, Great Notley – erection of single storey flat roof rear extension	No comment
16/00586/FUL	10 Whitegates Close, Great Notley – single storey rear extension	No comment
16/00524/FUL	Unit 18, Lakes Farm, Braintree Green - Erection of replacement building and associated hardstanding and use of the building for motor vehicle repairs and MOT testing station, B1 (light industrial) and B8 (storage and distribution)	No comment
16/00111/FUL	190 London Road, Great Notley - Demolition of existing rear extension and conservatory and erection of front extension, loft conversion and double garage.	No comment

16/42.2 To consider any responses to consultation on Essex parking Standards design and good practice

No comments to be made.

16/43: Committee Reports

43.1 District/County Update

Councillor Butland confirmed that he is available in relation to any Essex County Council issues.

16/44: Any Matters to be raised by members for the next agenda

None.

Meeting concluded at 9pm.

**The next Parish Council meeting is on:
Monday 16th May 2016
7.30pm
The Community Centre, Great Notley**