



Minutes of the Meeting of Great Notley Parish Council Held on Monday 8th February 2016 at the Community Centre Great Notley

Meeting commenced at 7.30pm

Those present: Councillors Heady (Chair), Ricci, Cunningham, Crawford, Price, Paul, Cooper and the Clerk.

One member of the public was present.

16/12: Apologies

Received from Councillor Butland.

16/13: Declarations of Interest

Councillor Cunningham declared a non-pecuniary interest as a member of Braintree District Council.

Councillor Paul declared a non-pecuniary interest as a member of Braintree District Council.

Councillor Ricci declared a non-pecuniary interest as a member of Braintree District Council and in addition a pecuniary interest in agenda item 16/20.1 25 Notley Green, Great Notley, as he is the immediate neighbour of the applicant and will therefore take no part in the discussion or decision in relation to that matter and a non-pecuniary interest in agenda item 16/20.1 - land to the West of Great Notley, as he provided a service to the applicant.

16/14: Public Question Time

A member of the public raised a concern regarding speeding traffic travelling along London Road and inconsiderate driving by motorists. He stated that some years ago he was provided with assurances by the District and County Councils that traffic calming measures would be considered for the road but stated that nothing has happened and he considers that there are safety issues. His suggested solution was either a speed camera or speed bumps. He was also concerned regarding the speed of buses on the road. Councillors explained the background to the issue and were able to confirm that an application has recently been made to the Local Highway Panel. Councillors made it clear that they shared local concern and were also keen to see something done to improve the safety of London Road and confirmed that the Parish Council will contact the bus company to raise a concern in relation to the member of the public's comments on the excessive speed of some buses along the road which has a 30mph limit.

16/15: Minutes of the Meeting of the Council held on 4th January 2016 & progress update

The minutes of the meeting held on 4th January 2016 were **agreed** by all members as a correct record and were signed by the Chairman.

16/16: Chairman's Report

The Chairman reported as follows –

'I have accepted an invitation from the Essex County Cabinet member for Infrastructure to attend a meeting regarding a feasibility study into the options into the A120 between Braintree and the A12. The Chairs of several Parishes have been invited to what is to be known as the A120 Community Forum (Braintree District).

As the Parish Councillor taking an interest in public transport matters I periodically receive invitations to meetings when County and bus company representatives discuss issues and answer questions. An invitation has arrived since the last meeting. I have not attended any of these meetings but review all the paperwork to ensure that any parish interest is highlighted.

I have twice written formally to our Bank to complain about poor service. On two occasions a member of staff's cheque has appeared on our bank statement in the wrong amount. It has been incredibly difficult to get the bank to rectify their errors. On the first occasion the bank gave the parish £50 in recognition of the time and money needlessly wasted in getting the matter effectively dealt with. The second incident is yet to be resolved.

I was unable to accept an invitation to attend a presentation on the Replacement Waste Local Plan engagement event in Chelmsford in March.

Since the last meeting I have dealt with several issues around the celebration of the Queen's 90th Birthday, staffing issues consequent to decisions taken last time, and around litter issues in the vicinity of Tesco's. These will all be discussed this evening. Additionally I have concluded, with the Clerk, letters to the Police and to Chelmsford City Council consequent upon decisions taken at our last meeting'.

The Chairman confirmed that he attended the A120 group meeting just prior to the Parish Council meeting and that it is intended as a communication group with Parishes and other community groups regarding ongoing proposals and that he will keep members informed of progress. He also confirmed that he has made two postings on behalf of the Parish Council on the Facebook page to keep residents informed on the Chelmsford Local Plan and on the Parish precept.

16/17: Parish Clerk's Report

The Clerk reported as follows –

1. Following the decision at the last meeting I have instructed John Slade to paint the white entrance gates. He will carry out the task weather permitting and advises me this will probably be in March.
2. The local MP James Cleverly has confirmed that he will be attending the fete on 2nd July 2016.

3. The application to the Local Highway Panel in relation to London Road has been submitted and Essex County Council are taking action to assess the mean speed of the road before making any further decisions upon the application.
4. The application to the Local Highway Panel in relation to the A131 has been submitted but has been rejected on the grounds that the road is a priority one route between towns and as such no traffic calming measures are permitted on the road as it could impede the free flow of traffic. The officer has stated that the matters complained about are a matter for the Police.
5. I have contacted Councillor Walters regarding the issue of white lines and repair to the mini roundabout sign near Tesco's. As a result I have been advised by Essex County Council Highways department that the broken roundabout sign is due for repair in March 2016. In addition I have been advised that white lines will only be re-painted if they have faded by more than 70%. The mini roundabout near Tesco's has been noted for consideration but if considered eligible for repainting will not be attended to until after April 2016.
6. On 15th February 2016 I attended the regular meeting with the Country Park staff. I was advised on the progress of the new parking system, the popularity of sky ropes which is very weather dependent, the fact that a substantial sum is to be spent replacing some existing play equipment in the Park and we also discussed the possibility of holding an event to commemorate the Queen's 90th birthday which will be discussed in more detail elsewhere in the agenda.
7. The RAC fuel card has been received and handed to the litter team for use.
8. The compensation payment for Levens Way has now been received from Anglian Water.
9. As requested by Councillors a formal letter was sent to the Police in relation to the road safety issues on the A131 and London Road. As yet no response has been received.
10. The various residents' issues regarding maintenance of public land at Cut Hedge now seem to have been resolved by Braintree District Council although there is an ongoing query regarding land ownership adjacent to Cut Hedge.
11. As a result of an initial approach from a resident there has been ongoing correspondence between the Chairman, myself and the Tesco store regarding the amount of litter on their land. If matters do not improve then the option remains to escalate the matter. The latest update from the Tesco store is that they are trying to establish the extent of their land ownership around the store.

12. I contacted Essex County Council regarding the outage of a substantial amount of streetlights on the A131. I have been advised that there is a possible cable fault in the area and that Essex have passed the work to their supply chain partners for attention.

13. The Face book group now has 206 members. As well as being a source of information from the Parish Council it is attracting postings from residents. In particular there were two postings in relation to complaints about dog mess. I was able to respond to the postings and the dog warden made an extra visit to the area.

14. On 2nd February I attended a Pension workshop held by the Essex Pension Fund due to various changes in statutory requirements for paperwork.

15. On 3rd February I am due to attend the SLCC conference in Chatham and will report at the meeting on any relevant points.

The Clerk was able to report that the event was extremely useful and that one interesting talk related to current devolution proposals. Councillor Price was able to confirm that the issue is being considered by BALC in relation to proposals being made by Essex County Council.

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

Application for a 'warning 'pedestrians' sign on the A131 – the Local Highway Panel are carrying out a feasibility study into having a formal crossing at that point in the road.

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.
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In addition the Clerk reported to Councillors that Braintree District Council will be carrying out a scheme to improve the uptake of use of the green food bin service and the pilot of the project will be in this Parish.

The report was **accepted** by Councillors.

16/18: Financial Report

The NGCA are anxious to book the activities for the fete and it was noted that the sum of £1,800 has been set aside in the budget for next year. Members agreed that this amount shall be used to cover the cost of 2 free to enter activities (zorb balls and bungee trampolines) leaving a balance of £355.00 which may be paid to them as a grant.

16/07.1 Bank reconciliation

Bank reconciliation statement calculated to 31st January 2016 noted and **approved**.

16/07.2 Payments for approval

The following payments were formally **approved** by members –

13/1/16	DD	BT	59.09
19/1/16	102172	Kier (streetlight repair)	185.34
	102173	Eon	86.74
	102174	NGCA	60.00
	102175	F Illman (petrol and tyres)	40.00
	102176	S Walker Clerk's expenses	99.56
	102177	–	
	102181	Salaries	3,293.79
	102182	HMRC	765.54
	102183	Essex Pension Fund	330.75
8/2/16	102184	SLCC conference fee	53.40
	102185	EALC course fee	47.00
	102186	Kier (streetlight repair)	147.72

16/07.3 Annual Financial Risk Assessment

The document was considered and **approved** by Councillors.

16/19: Other matters for discussion

16/19.1 To receive update on RAFT proposals

The Clerk had met with a representative from Groundworks regarding a feasibility study for the RAFT area and a quotation was provided which members considered and **accepted** with the proviso that the intention that the project should be undertaken in the next financial year considering the money set aside in the budget for the project.

16/19.2 To discuss arrangements in relation to Queen's birthday Event

The Clerk advised members that initial discussions had taken place with the Country Park and then she was informed that Braintree District Council would like to organise the event. However the Clerk has recently been advised that this will not now happen. Members considered that the Parish Council do not have the capacity and resources to organise the event and therefore no further action will be taken in relation to the beacon event on 21st April 2016. It was agreed, however, that Councillors would be open minded to considering any other suggestion or proposal to mark the occasion that might subsequently come forward

16/19.3 To discuss arrangements in relation to Torchlight procession.

The Clerk confirmed that she is still awaiting formal confirmation from the Church of Great Notley that they can host the event. In addition Councillors **approved** a request that the Quintet are paid an extra £45 this December to cover the cost of the pianist.

16/19.4 To receive report in relation to power washing of Parish Infrastructure

The Clerk provided a report providing options to purchase or hire equipment or alternatively to arrange for a contractor to carry out the work or for a local authority to do so. A quote had been obtained from a private contractor but a quote is still awaited from Braintree District Council. Councillor Ricci confirmed that he will press the District Council to provide a quote so it may be considered at the next meeting. In principle members rejected hire or purchase and would prefer a third party to carry out the work.

16/94.5 To receive update in relation to pension provision and auto enrolment obligations

The Clerk explained that the staging date for the Parish Council is October 2016 and that the Local Government Pension scheme is an eligible scheme. The Clerk is already a member of the scheme but for other employees to join the scheme a formal resolution will be required. It was **agreed** that it would be sensible to pass a general resolution at the next meeting so that there would be no issues to stop existing or new employees joining the scheme in due course thus enabling the Parish Council to comply with legislation

16/94.6 To consider quotation for electrical work for the storage unit.

The Clerk had obtained costs estimates from John Callaghan which were **accepted** by Councillors.

16/94.7 To consider relocation of bat box

Due to the fact that the tree had died Essex County Council recently felled a tree at Ennerdale Avenue. A Parish Council owned bat box was located in the tree. White Court School has requested the bat box so it can be relocated on a tree in their wildlife area which is very close to the old tree. Councillors **agreed** the request on the understanding that the school will deal with any issues surrounding the erection of the box.

16/94.8 To consider participation in the Essex County Council P3 pathway scheme.

The Clerk had provided details of the scheme including the fact the Essex County Council can provide resources for volunteers. The Tree Warden Allan John is also interested in becoming involved. The relevant Public Rights of Way in the Parish are pathways 26 and 32 together with a path leading into the Country Park. It was **agreed** to initially ascertain via the Great Notley Times and Facebook whether there is any interest from residents in volunteering for the scheme.

16/20: Planning applications, Tree Preservation Orders and other planning matters.

16/20.1 New Applications

Application No.	Application	Response
CC/BTE/75/15	The Discovery Centre, Great Notley Country Park – Installation of a prefabricated single storey structure and associated groundworks for the provision of a disabled change facility and separate disabled toilet.	No comment
16/00010/FUL	25 Notley Green, Great Notley - Erection of two storey rear and side extensions, loft conversion and canopy roof	No comment
15/01485/FUL	35 Notley Green, Great Notley – erection of single storey flat roof rear extension with link to double garage.	No comment
15/00015/SCO	Land to the West of Great Notley – Scoping opinion request	No comment
16/00063/FUL	17 Tufted Close, Great Notley – replacement roof with front dormer and glazed gable	No comment
16/00013/TPO	The Oaks, 26 Buttermere, Great Notley – work to tree covered by Tree Preservation Order	The recommendations of the Tree Officer were adopted and no objection will be raised to the application.
15/01303/FUL	The Community Centre, Notley Green, Great Notley - Erection of a small canopy extending from the rear of 'Room 3' to allow outside play	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.

16/20.2 Applications outside the Parish

15/01538/OUT	Brook Green, Land north of the Flich Way, Pods Brook Rd, Braintree - Outline planning application for development comprising up to 1600 residential dwellings (Class C3) on 32.75ha of land, a 800sm local centre (Use Classes A1/A2/D1/D2 - no more than 200sqm A1) on 0.29ha of land, a 2.2ha primary school site (Class D1), 0.65ha employment land (Class B1), 12.3ha of public open space, associated highway works with new access via Pods Brook Road and Rayne Road and demolition of nos. 27 and 29 Gilda Terrace, Rayne Road. All matters reserved save access.	It was noted that the area is not zoned for residential development. The main concern was the increase in traffic as a result of the extra homes in this location. It was agreed to inform Braintree District Council that the Parish Council would expect it to make a decision consistent with the site's current zoning and that in any event the adverse impact of additional traffic on the locality is taken into consideration.
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16/20.3 Renaming application – 180 London Road, Great Notley.

The Developer has requested this new small development is called 'The Laurels' but this had been rejected by Braintree District Council on the basis that there is another road by that name in the near vicinity. The Developer has therefore suggested that the development is named 'Regency Close, London Road, Great Notley'. It was **agreed** that the Parish Council have no objection to that proposal.

16/21: Committee Reports

21.1 District/County Update

Councillor Cunningham confirmed that he has dealt with some issues raised by residents and in particular complaints in relation to dust carts damaging the kerb at the bottom of Ellen Way. He has requested that highways deal with the issue of broken kerb stones and that Braintree District Council make sure that the refuse vehicle reverse further along the road.

16/22: Any Matters to be raised by members for the next agenda

It was noted that at least 3 members were not available for the meeting in March. The date will be left in the diary but it may be that a committee meeting takes place that evening as opposed to a full Parish Council meeting.

Meeting concluded at 8.45pm

**The next Parish Council meeting is on:
Monday 14th March 2016
7.30pm
The Community Centre, Great Notley**