



Minutes of the Meeting of Great Notley Parish Council Held on Monday 13th February 2017 at the Community Centre Great Notley

Meeting commenced at 7.30pm

Present: Councillors Heady (Chair) Butland, Crawford, Cunningham, Price and the Clerk

8 Members of the public were present

17/13: Apologies

Received from Councillors Cooper and Ricci.

17/14: Declarations of Interest

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

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

17/15: Public Question Time

Two representatives from the youth team at Essex County Council spoke and advised that they have over the last few months been going out in the Parish on a Wednesday night to speak to youngsters who are hanging around in the Parish. They confirmed that they had spoken to between 20 and 30 youngsters and that the general view was that they wanted the skate area revamped and better lighting in the area plus more benches. Many of the youngsters say they hang around by the Tesco store as there is lighting and access to Wi Fi. Some of them were in favour of the idea of a youth club and others were not. The representatives advised that there was a possibility of the youth bus attending the Parish and Councillors requested that more information is provided to the Clerk.

A member of the public who regularly walks his dog along the spine footpath late in the evenings spoke to raise a concern in that he has observed more youths hanging around especially by the electricity sub station and has observed empty drugs packets and seen an increase in vandalism and graffiti. The Chair reported that litter picking staff had been asked to advise the Clerk when they come across clusters of these packets so that the police can be advised so as to assist in their information gathering.

A resident advised that he had recently had to call the Police as he observed youths smashing a dog bin, attacking the sub-station and attacking the shutters of the Co-op as well as finding youths in his car port.

He was concerned by the slow reactions of the Police who did not attend until the following morning. Councillor Butland asked that the resident contact him direct so he can pass the concerns onto the Community Safety Partnership.

The resident also raised a concern about litter in the bushes and it was requested that he pass the information to the Clerk.

Sandra Reynolds the Sustrans representative advised that although the fingerpost had been moved to the spine footpath it had been pushed down. She is in the process of obtaining quotations to re-erect the post in a more substantial fashion and will come back to the next meeting.

A representative from the Carpet Bowls Club had submitted a grant application and it was confirmed that this would be placed on the next agenda for consideration subject to considering how much money is left in the budget for grant applications.

17/16: Minutes of the Meeting of the Council held on 9th January 2017 & progress update

The minutes of the meeting held on 9th January 2017 were **agreed** by Members as a correct record and signed by the Chair.

17/17: Chairman's report

The Chairman reported that since the last meeting he had among other things, attended the launch event of the A120 consultation.

17/18: Parish Clerk's Report

The Clerk reported as follows –

1. The Parish Pathway Partnership group had a working group session on 12th January 2017. Vegetation was cut back on pathway 26 and the cycle barrier by Notley Green was repaired. Arrangements are being made for one of the volunteers to be trained in basic first aid whereupon further working groups may be arranged. I will continue to promote the scheme on behalf of the Parish Council.
2. As authorised at the last meeting I purchased the jump pack for the van which was handed to Fred for use if required.
3. I have received notification from Braintree District Council that they have received an application to add the Oakland's Inn onto the list of Assets of Community Value and a decision will be made no later than 6th March 2017.
4. Braintree District Council has advised that it will be installing one extra dog poo bin 'back to back' with the existing bin adjacent to Levens Way Play area as there seems to be very high use of that bin. The bins will continue to be emptied twice a week by the District Council and advice has been provided to residents on Facebook and in the Great Notley Times that those bins are only meant for dog walkers and should not be used for waste in residents' gardens.

5. At long last the replacement handle grip for the rocker bike has been received and installed. At the same time the spinner was oiled as required in the last inspection.
6. The youth shelter has now been repaired.
7. Sustrans have now moved the Finger post to the central 'spine' footpath. Unfortunately it has since been knocked down by persons unknown.
8. The new noticeboard has now been delivered and is currently being stored in the Storage Unit pending completion of the purchase of the land at Mrs Hedges.
9. On 18th January 2017 I attended a free Pensions workshop event in Chelmsford organised by the Local Government Pension scheme for employers to make sure I am up to date on end of year requirements for the scheme.
10. I have received an update from the Local Highway Panel in relation to the application for signage in relation to pedestrians crossing the A131 to the Hungry Horse. I have been advised that the LHP have decided to continue with the detailed design for a signalised crossing at the location, as many believe there will be a serious collision at the location soon. The officer has stated that he will look into signage as an interim measure.
11. Braintree District Council has confirmed that the Fun fair will return to the Parish and will be located on the green from 8th to 15th May 2017.
12. I attended the Community Police meeting held on 26th January 2017 at Freeport. Communication with the Police and anti-social behaviour issues were discussed. There is another meeting on Wednesday 15th March 2017 at Freeport.
13. On 27th January 2017 I attended the SLCC networking meal.
14. The Regional SLCC roadshow and training event will be held at the Stansted Hilton Hotel on 27th April 2017 at a cost of £69 plus VAT. Please confirm that you authorise the expenditure so I may attend the event.
Councillors agreed to authorise this expense.
15. Residents have made a number of complaints regarding a streetlight that is not working which is situation on the path leading from Ennerdale Avenue to pathway 26. Enquiries show that this light is classed as 'private'. However a previous Parish Clerk has contacted me via Facebook to say that it is owned by the Parish Council. I am making further enquires with A&J Lighting who she states installed the light to see if their records can provide any clarification and will keep you advised.
Following contact from a previous Clerk and her recollection of events, it has been possible to find in the minutes of the meeting held on 8th January 2008 that this light was indeed purchased by the Parish Council. The Clerk will

update the records and advise Essex County Council and request that A&J Lighting repair the light.

16. I have heard back from Stansted Airport who have declined the request for a noise survey as such a survey has only recently been carried out at Bannister Green. In relation to the request for modification of the flight path the comment is that this requires the consent of the Secretary for State for Transport. I have requested clarification on the procedure to make sure that the Parish Council makes the correct approaches.

17. Just wished to report that the number of members of the Parish Council Facebook group is now 507. Interestingly the number of visits to the website has increased dramatically with a total number of unique visits for 2016 standing at 5576 as opposed to 2375 for 2015. I believe that the rise is driven by the Facebook page.

18. Essex County Council has advised me that works to improve the structure of the humpback bridge at Bridge End Lane will be carried out over a two week period commencing 27th February 2017 and I have publicized this on the website and on Facebook.

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

Broken roundabout sign at Tesco mini roundabout – repair expected by ECC in April at which time the white lines on site will be reviewed
Local Highway Panel application in relation to ‘warning pedestrian’ signage opposite the ‘Hungry Horse’ – await progress from LHP
Correspondence on lease of storage unit
Streetlight at crossing to Hungry Horse – repair by Essex County Council outstanding
Transfer of land between developers and Braintree District Council
Acquisition of land at Mrs Hedges – legal formalities ongoing

Councillors requested that the Clerk ask County Councillor Roger Walters to follow up again in relation to the issue of the broken light at the crossing to the Hungry Horse as this has been out of order for so long and is adjacent to the road crossing point.

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

17/19: Financial Report

17/19.1 Bank reconciliation

Bank reconciliation statement calculated to 31st January 2017 was presented and **accepted**.

17/19.2 Payments for approval

The following payments were **approved** –

Date	Cheque no.	Payee	Amount
17/1/17	DD	RAC	45.10
19/1/17	102366	John Malam	250.00

	102367	Playmaintain Ltd.	36.00
	102368	S Walker expenses	69.56
	102369 –		
	102373	salaries	3,188.58
	102374	HMRC	631.67
	102375	Essex Pension Fund	503.02
	102376	GNPC (for Unity Trust Account)	500.00
20/1/17	102377	The Church in Great Notley	6.00
10/2/17	DD	BT	56.84
13/2/17	102378	NGCA	30.25
	102379	Bee Brook Ltd (Fingerpost grant)	498.00
	102380	Braintree District Council (fencing)	7,864.90
	102381	Wickstead Leisure Ltd	310.76
	102382	S Walker (expenses)	54.91
	102383 –		
	102387	salaries	3,188.58
	102388	HMRC	631.67
	102389	Essex Pension Fund	503.02
	102390	G Furneux	80.00

17/19.3 To approve Financial Risk Assessment

The Financial Risk Assessment for the year was **approved**.

17/19.4 To approve future payments by bank transfer

The transfer of banking arrangement to Unity Trust is ongoing and once completed it will be possible for the Parish Council to make payments online in accordance with the Financial Regulations. In accordance with Financial Regulation 6.10 Councillors agreed that future payments may be made online.

17/20 Substantive matters for discussion

17/20.1 To consider progress in relation to RAFT upgrade

It was noted that the consultation and survey had now closed and the

results are awaited from Groundworks. In the meantime Councillor Heady had met with the Skate group. As it is unlikely that any physical progress in relation to works to upgrade the RAFT will commence until the Autumn Councillor Heady suggested that it may be worth revisiting the issue of painting the existing half pipe. As a resolution was passed at the last meeting deciding, in all the circumstances, not to paint the ramp it was noted that in accordance with Standing Order 7 the resolution can only be reversed by a special motion requiring notice from 3 Councillors. Councillors Crawford, Butland and Cunningham stated that they would wish to lodge this request.

17/20.2 To consider request for additional contribution to assist with re-erection of fingerpost

To be considered at the next meeting.

17/20.3 To consider what further action might be taken regarding the cancellation of number 34 and 34A bus services

The impact assessment had been received from Essex County Council and had been circulated to members and was noted. Having carefully reviewed the document it was decided to take no further action at this time.

17/20.4 To consider issues in relation to the van

- **To consider cost of breakdown cover**
Councillors **agreed** that breakdown cover should be taken out and to **accept** the quotation from Greenflag.
- **To consider car wash account**
No further action at this time.

17/20.5 To consider arrangements for Parish events

- **Remembrance Service 2017**
Regarding ownership of the Memorial the Chair and Clerk will make further enquiries.
The Clerk will arrange for the flagpoles to be measured in order to obtain quotations for a replacement pole.
It was noted that a larger P.A. system will be required as it was hard to hear the speakers last year. Marks Tey Radio have confirmed the cost will be £160.00 plus VAT and this was **accepted** by Councillors. It was also requested that more hi viz jackets are made available.
It was agreed that the Clerk will look into the acquisition of some steps for the speakers.
Councillors agreed that 6 Tensator barriers are purchased for the event.
- **Torchlight Procession 2017**
It was agreed to book InCahoots Quintet for the event next year.

**17/20.6 To consider issue of installation of cycle barriers at
Thorrington Close and Bridge End Lane**

Councillors requested that the Clerk ascertain the cost of such barriers and for the matter to be considered at the next meeting.

17/20.7 To approve update Health and Safety Policy

Councillors considered and **approved** the policy.

**17/21: Planning applications, Tree Preservation Orders and other
planning matters.**

17/20.1 New Applications within the Parish

None

17/20.2 Results of Planning applications to Braintree District Council

The following results were **noted** -

Application number	Application	Result
16/01958/FUL	39 Great Notley Avenue, Great Notley – erection of extension to existing garage	Granted
16/01823/FUL	7 Burghley Close, Great Notley – erection of single storey front extension and loft conversion (amendment)	Granted
16/01811/FUL	Part change of use of grandstand building to include casino. Use of site for up to 10 outdoor concerts a year in addition to the uses permitted by the governing permission 03/00084/EIA	Permitted
16/00605/FUL	Land adjacent to Bakers Lane, Black Notley - Erection of 96 residential dwellings (inc. Affordable Housing) and the creation of a new primary vehicular access from London Road and new vehicular accesses from London Road and Bakers Lane. The provision of open space (inc. children's play area), sustainable urban drainage systems; associated landscaping, infrastructure and earthworks.	Granted with Section 106 payment provisions
16/01493/FUL	Notley Green Primary School – erection of single storey secure entrance lobby extension	Granted
16/01541/FUL	17 Ennerdale Ave, Great Notley – demolition of existing detached garage and erection of new dwelling and dropped kerb	Granted

It was noted that the owner of 17 Ennerdale Ave. had contacted the Clerk regarding the moving of his fence on to publically owned land. The Clerk had advised him that the Parish Council do not own the land and had referred the issue to the Planning officer at Braintree District Council.

**17/20.3 To consider response to Consultation in relation to night
flights from Heathrow, Gatwick and Stansted Airports**

Councillors **agreed** to oppose any change to the numbers of flights overflying the Parish pending an outcome to the requested modification to the flight path.

17/20.4 To consider response to Consultation in relation to new routes for the A120

Councillors agreed to respond that the Parish Council is supportive of action to improve the A120. In addition it was noted that the A131 is likely to see an increase in traffic and thus the response will request that the relevant authority is mindful of this fact and will take action to instigate environmental improvements such as tree planting and noise barriers.

17/21: Committee Reports

21.1 District/County Update

Councillor Butland reported that the Braintree District Council budget meeting is due to take place next week and it is expected that the maximum increase without the need for referendum will be implemented. He also confirmed that the Localism grant to Parishes will continue to reduce in accordance with the reduction of grant from central government and is expected to cease as of financial year 2019/20.

17/22: Any Matters to be raised by members for the next agenda

Other than as stated in the meeting no other matters.

Meeting concluded at 9.02pm