

WHITE COLNE PARISH COUNCIL

Minutes of the Parish Council Meeting held at

The Village Hall, Bures Road, White Colne on Tuesday 16th January 2018 at 7.30 pm.

Present: Cllr Bond, Cllr Brace, Cllr Taylor (Chairman), Cllr Tanous, Cllr Woolmore

Also Present: Clerk D Williams, Essex County Councillor (ECC) Cllr Beavis, Braintree District Council (BDC) Cllr Siddall, and 26 members of the public.

13. APOLOGIES FOR ABSENCE - Cllr Paxton, Cllr Saggars, BDC Cllr Spray

14. DECLARATION OF INTERESTS – Cllr Brace declared an interest in Minute 20(a) regarding the planning applications for Land on the South Side of Colchester Road as he is a neighbour of the site in the applications. Cllr Woolmore declared an interest in Minute 20(a) regarding the planning applications for Land on the South Side of Colchester Road as he is a neighbour of the site in the applications.

15. CONFIRMATION OF MINUTES OF LAST MEETING – The minutes of the last parish council meeting of 21st November 2017 which had been previously circulated, were agreed as a true record and signed by the Chairman.

16. MATTERS ARISING - None

PUBLIC QUESTIONS AND STATEMENTS

The meeting was suspended for public questions and statements.

(i). A parishioner queried the situation regarding the pavements.

(ii). A parishioner queried outstanding issues regarding the planning approval for 41a Colchester Road, as not all conditions had been met, particularly the installation of the dropped kerb which had not been done, and the front of the land had been fenced off.

(iii). A parishioner raised concerns regarding the change of use of 41a Colchester Road to a children's home. The property backs onto an old people's home and will disturb the quality of life; the property is not fit for purpose being all glass at the rear; parking is an issue; and there is no on road parking.

(iv) A parishioner agreed that 41a Colchester Road is not suitable for change of use to a children's home. Children can be between the ages of 4 and 17 and there are no facilities for children, and there is no public transport.

(v) A parishioner referred to the application for 41a Colchester Road and said that it is not clear whether it is an additional property to the company's property in Boxsted. If it is a new property it does not appear to be covered by OFSTED. The application refers to a cycle path but the parishioner is not aware of one. The application does not fully conform to BDC guidelines, and the planning statement appears to be economical with the truth. There is no effective street parking.

(vi) A parishioner referred to the application for 41a Colchester Road and said that local amenities are mentioned in the planning application, but they are very few. Also it is not in an urban area.

(vii) A parishioner referred to the application for 41a Colchester Road and said that an application in Haverhill was turned down last year.

(viii) A parishioner referred to the application for 41a Colchester Road and said that the OFSTED report should be considered as several issues were raised.

(ix) A parishioner referred to the application for 41a Colchester Road and said that the next door property is owned by the same person so we may get an application for that property as well, together with an application to build a bungalow at the rear of the property for staff use. Also there is no policy for welcoming back children after they have gone missing.

(x) A parishioner referred to the planning application for 5 dwellings behind the village hall and asked if there is to be a residents' meeting.

(xi) A parishioner referred to the planning application for house building at the land off Colne Park Road and asked for an update.

(xii) A parishioner said that he had objected to the BDC planning process and the reply he received did not cover the points that he had made. He was therefore proceeding to Stage 2.

The meeting was resumed.

17. RESPONSE TO PUBLIC QUESTIONS AND STATEMENTS

(i) Cllr Taylor said that the situation regarding the pavements will be covered by ECC Cllr Beavis.

(ii). Members asked the clerk to write to BDC planning enforcement regarding the conditions of approval which had not been met.

(iii) to (ix) Cllr Taylor said that all these comments have been noted.

(x) Cllr Taylor said that this will be covered later in the meeting.

(xi) Cllr Taylor said that this was considered at the last parish council meeting and the parish council objected to the application.

18. REPORT FROM ESSEX COUNTY COUNCILLOR

ECC Cllr Beavis introduced herself and gave her background in local government. She said that the ECC council tax appears to be a 3% increase and a 2% social care tax. £3m has been allocated to Highways for pothole repairs, footpath repairs and smaller projects. She said that she has met with some parish councillors and is aware of the delay to works at the village green. The footpath issues are being considered. The Police and Crime Commissioner has also requested an increase in the police precept. ECC Cllr Beavis left the meeting.

19. REPORT FROM BRAINTREE DISTRICT COUNCILLOR

BDC Cllr Siddall said that if the public have concerns about planning applications then they must write to BDC. He said that he will call in the planning application for 41a Colchester Road for consideration by the planning committee, and the public will be advised of the committee date if they have written to BDC. BDC Cllr Siddall said that the Local Development Plan has been submitted to the Inspector, and there will be another consultation period in the summer for Garden Communities.

20. PLANNING MATTERS (a) Applications

17/02085/FUL Land on the South Side of Colchester Road - Application for new ditch and pipe drainage to serve development in association with 16/02124/OUT (erection of up to 8no. dwellings and associated garages) and 17/01211/REM (Application for approval of Reserved Matters for 'Access', 'Appearance', 'Landscaping', 'Layout', and 'Scale' pursuant to outline planning permission) – No comments.

17/01608/VAR Land On The South Side Of Colchester Road White Colne (related to 16/02124/OUT -- 17/01211/REM) – To respond to BDC enquiries re previous response – there are no further objections.

17/02259/FUL – 41 Colchester Road – Change of use of existing dwelling house (C3 use) and its associated plot to a residential children’s home (C2 use). Considerable discussion followed, Cllr Taylor said that apart from parking there did not appear to be any planning issues, although noise, fencing, privacy, external lighting and a restriction to one property only should be considered. She said that 24 hour adult supervision is mentioned, and the age group expected is between 10 years and 17 years. Cllr Bond said that he had looked after 90 children in White Colne with a third from children’s homes, and there were no real issues. They used public transport in the village when necessary. He hoped that the parish can welcome children into the village. Cllr Woolmore said that the parking issue may not be as large a problem as first considered. The meeting was suspended. BDC Cllr Siddall said that the only objection can be that of change of use. The meeting continued. The response agreed is:- The Parish Council note the concern of residents expressed in significant numbers at the recent Parish Council meeting, and would want the District Council to take these into consideration. We cannot see any planning objections but we are concerned with privacy, noise, external lighting and lack of fencing, and would not want this type of use to be expanded into the next door property.

9 members of public left the meeting.

18/00018/FUL 35 Colne Park Road - Replacement of existing conservatory with new single storey rear extension. Conversion of existing single garage to create new habitable room. Enlargement of existing flank window – No comments subject to neighbours’ views.

(b) Advice of Planning Applications approved by Braintree District Council (BDC).

16/02187/FUL - Land adj 112 Colchester Road - Erection of a 4 bedroom detached dwelling complete with garage/office and related infrastructure, including an altered vehicular access-refused then allowed on appeal

17/01211/REM - Land South Side of Colchester Road - reserved matters (referred to above) – approved

(c) (i) Morelands Farm, Bures Road. Members referred to the advice from BDC of an appeal against an enforcement notice 16/00405/COU3 for the unauthorised erection of a building and creation of a surfaced access drive – no further comments.

Cllr Taylor declared an interest in the next item.

(c) (ii) Fox and Pheasant Business Centre, Colchester Road .Cllr Brace said that he had been advised by a parishioner that the barn on this site is now being converted into residences and the top floor will be occupied shortly. Kitchens are currently being fitted. The current site is authorised for business use, not residential. This was communicated to the BDC Planning Enforcement Officer who has asked for more information following a site visit. Cllr Brace said that he had obtained more detail and it was agreed that this would be forwarded to BDC enforcement officer for consideration. Cllr Woolmore said that the barn is advertised for office use.

21. CONSIDERATION OF A REPORT ON THE HEADS OF AGREEMENT FOR THE TRANSFER OF WCPC LAND TO ESSEX CC IN RETURN FOR THE TRANSFER OF THE VILLAGE HALL AND LAND TO WCPC.

Cllr Taylor said that ECC had telephoned to say that the developer of the site behind the village hall has withdrawn after ECC would not agree to a reduction in the sale price of the land.. ECC is to auction the site in April and the village hall is being transferred to the Parish Council as a Community Asset. Cllr Bond said that this delay is a disgraceful waste of public money, and said that we should write to ECC and complain after the Community Asset transfer.

22. COMMUNITY LIAISON

(a) Cllr Bond said that the parish council has agreed with ECC to maintain the car park area on the entrance to the sewage works in return for the car parking facility. A resident cleared brambles some time ago but BDC are unable to remove it because of the size. Cllr Bond said that this is encouraging fly tipping, and members agreed to ask Mr Mortimer for a quotation to clear it and to ask for a date when this can be done so that cars are not parked there then. The clerk was asked to contact Mr Mortimer to arrange.

(b) Cllr Taylor said that there would be a bird walk on 29th April from the village hall. She said that due to teething problems there was no newsletter produced before this meeting, but one will be produced after the meeting which will include a short report of this meeting. Cllr Taylor said that the Carols event in December was held in the village hall because of gusting winds, and donations of £110 more than covered the costs of £66.50. BDC confirmed that no Temporary Events Licence was required following legal changes. Cllr Taylor said that the Christmas tree on the village green looked good, and grateful thanks to Olivers Nursery were recorded.

23. WHITE COLNE MEADOWS

Cllr Taylor said that there is a need to replace some trees in the orchard. She will consider what is required and report back.

17 members of public left the meeting, and none remained.

24. FINANCIAL MATTERS

(a).The clerk reported that since the meeting in September, the following payments had been or are to be made from the general account. These were authorized:-

Cheque	Payee Details	Amount £	VAT incl
1752	Hole Service Earthworks – Meadows drainage paid by BDC S106 monies	£ 2,004.00	£ 334.00
1753	Destroyed		
1754	PJF Littlejohn LLP – external auditor fee	£ 120.00	£ 20.00
1755	Mortimer Contracts Ltd – grasscuts	£ 386.40	£ 64.40
1756	Alphaprint Ltd – newsletter printing November	£ 105.00	
1757	M Williamson – clerk duties November meeting	£ 44.00	
1758	D Williams – clerk salary October & November	£ 561.40	

1759	HM Revenue & Customs – clerk PAYE November	£ 186.80
1760	HM Revenue & Customs – clerk PAYE December	£ 186.80
1761	Cancelled & destroyed	
1762	BDJ Mapes – handyman (inc Village Hall repairs £208.88)	£ 271.38
1763	D Williams-clerk sal Dec & Jan £935 less PAYE £373.60	£ 561.40
1764	H M Revenue & Customs – PAYE for clerk salary January	£ 186.80
1765	H M Revenue & Customs-PAYE for clerk salary February	£ 186.80
1766	Alphaprint Ltd – newsletter printing January (amount to be advised)	
D/D	GoCardless Ltd – County Broadband WiFi at hall monthly charge	£ 29.00
D/D	GoCardless Ltd – County Broadband WiFi at hall monthly charge	£ 29.00
D/D	GoCardless Ltd – County Broadband WiFi at hall monthly charge	£ 29.00
D/D	GoCardless Ltd – County Broadband WiFi at hall monthly charge	£ 29.00
D/D	Scottish Power – village hall electricity	£ 13.00
D/D	Scottish Power – village hall gas	£ 39.00
D/D	Scottish Power – village hall gas	£ 25.00
D/D	Scottish Power – village hall gas	£ 25.00
D/D	Scottish Power – village hall gas	£ 25.00
D/D	Anglian Water – village hall water £323.89, allotments £35	£ 358.29
D/D	Anglian Water – village hall chargeback	£ 273.88
	TOTAL PAYMENTS	£5,675.95

2. Funds Received

Since the last financial report, the following funds have been received:-

Essex County Council – Hall Wi Fi grant	£ 350.00
Braintree District Council – Second half of precept	£ 5,202.00
Braintree District Council – S 106 monies for Meadows drainage	£1,670.00
White Colne 50 Club – allocated for village projects	£3,165.73
Nat West Bank – interest	£ 0.93

TOTAL RECEIPTS

£10,388.66

3. Financial statement & Bank Reconciliation

Braintree District Council – Second half of precept	£ 5,202.00
Braintree District Council – S 106 monies for Meadows drainage	£1,670.00
White Colne 50 Club – allocated for village projects	£3,165.73
Nat West Bank – interest	

Following the above transactions there is a credit balance on current account of	£ 8,143.56
on reserve account of	£10,200.84
	<u>£18,344.40</u>

Balance held in reserve – Village projects from White Colne 50 Club £ 3,165.73

Balance held in reserve - Village Hall maintenance & works is £ Nil

Total of allocated funds is £ 3,165.73

Thus the balance of unallocated funds is £15,178.67

Bank Balances 19.09.17	£ 13,631.69
Add Receipts	£ 10,388.66
Sub Total	£ 24,020.35
Less Total Payments	£ 5,675.95
Bank Balances 16.01.18	£18,344.40

The Clerk reported that since the meeting in September, the following payments had been or are to be made from the Village Hall account. These were authorised:-

Cheque	Payee Details	Amount £	VAT incl
575	Suzanna Giera – hall cleaning part September	£ 15.00	
576	S Parker – hall booking secretary – September	£ 45.00	
577	Suzanna Giera – hall cleaning-part Sept & part Oct £52.50, materials £22	£ 74.50	
578	S Parker – hall booking secretary – October	£ 35.00	
579	BDJ Mapes – caretaker – September & October	£ 100.00	
580	Suzanna Giera – hall cleaning - £33.75, materials £38.36	£ 72.11	
581	BDJ Mapes – caretaker – November	£ 55.00	
582	S Parker – hall booking secretary – November	£ 80.49	
583	Suzanna Giera – hall cleaning – December	£ 52.95	
584	BDJ Mapes – caretaker – December	£ 80.00	
585	S Parker – hall booking secretary – December	£ 73.50	
586	J Taylor – reimbursement for window cleaning	£ 42.00	
	TOTAL PAYMENTS	£ 725.55	

2. Funds Received Since the last financial report, the following funds have been received:-

Village hall hires	£ 801.00
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TOTAL RECEIPTS

£ 801.00

3. Financial statement & Bank Reconciliation

Following the above transactions there is a credit balance on current account of £ 3,230.22

Bank Balances 19.09.17	£ 3,154.77
Add Receipts	£ 801.00
Sub Total	£ 3,955.77
Less Total Payments	£ 725.55
Bank Balance 16.01.18	£ 3,230.22

- (b) The clerk's annual salary was reviewed. It was agreed to increase his salary by 2% to £5,712 pa. as 2% is the anticipated national agreement which has been offered to the union by the public sector employers.
- (c) The budget for the financial year from 1 April 2018 to 31 March 2019 was discussed and draft figures were considered in detail. These now include village hall income and expenditure. Income figures agreed included £200 for allotment rentals, £165 for newsletter adverts and £4,200 for village hall hires. The parish support grant now includes the Localised Council Tax Support Grant and is reduced by £428. It will be Nil next year. Total income including the grants but excluding the precept is estimated at £6,212. Total expenditure is estimated at £18,409 and included Meadows maintenance of £1,200, and village hall costs of £4,120. Members expressed concern at the excess of expenditure over income and said that whilst the parish council could utilise bank balances this year, either expenditure will have to be cut in future, income from the village hall increased, or the precept will have to be increased considerably. The village hall budget shows a shortfall of £1,300 for 2018/2019. Cllr Taylor proposed that the precept is increased to £10,882 which is an increase of £478. This is an increase of 5% in the council tax for each band D property charge from £50.02 to £52.52. Members agreed the precept of £10,882 and the budget unanimously.
- (d) Members agreed to allocate £5,000 from existing reserves to the village hall roof fund, which now has a balance of £5,000.
- (e) The clerk was asked to make available the electronic banking facilities under the Nat West Bankline Lite arrangements by the next meeting in March.
- (f) Mr C Mortimer presented his proposed increased prices for grass cutting for 2018. Members agreed these prices.
- (g) Cllr Bond said that the parish council should consider working together with other parish councils in a partnership to consider economies of scale to reduce costs. Members agreed and the clerk was asked to write to the parish councils of Colne Engaine, Earls Colne, Pebmarsh and Wakes Colne to see if they are interested in attending a meeting.

25. HIGHWAYS

Cllr Bond said that the Speed Indicator Device is a priority. A vehicle parked on the pavement on Colchester Road has caused concern to parishioners, and they are advised to complain.

26. EMERGENCY PLAN

Cllr Bond said that the plan should be completed by the end of the month to be able to be sent to BDC.

27. OTHER MATTERS

Cllr Taylor said that the war memorial is in such poor repair that it really needs to be replaced and there appears to be no grants available for replacement, only repairs. This will be an agenda item for the March meeting.

There being no further business the parish council meeting was closed at 9.55 pm.

Chairperson..... Date.....