

# WHITE COLNE PARISH COUNCIL

Minutes of the Parish Council Meeting held at

The Village Hall, Bures Road, White Colne on Tuesday 20<sup>th</sup> November 2018 at 7.30 pm.

Present: Cllr Bolton, Cllr Bond (Chairman), Cllr Paxton, Cllr Saggars.

Also Present: Clerk D Williams, Braintree District Council (BDC) Cllr Siddall and 3 members of the public.

## 97. APOLOGIES FOR ABSENCE

Cllr Watt, Cllr Taylor, Essex County Council (ECC) Cllr Beavis, BDC Cllr Spray.

Cllr Bond took the chair and said that in the absence of Cllr Taylor he wished to send her the parish council's condolences following her recent bereavement.

## 98. DECLARATION OF INTERESTS – None

**99. CONFIRMATION OF MINUTES OF LAST MEETING** – The minutes of the last parish council meeting of 18<sup>th</sup> September 2018 which had been previously circulated, were agreed as a true record and signed by the Chairman.

## 100. MATTERS ARISING – None

## PUBLIC QUESTIONS AND STATEMENTS

The meeting was suspended for public questions and statements. There were none and the meeting was resumed.

## 101. REPORT FROM BRAINTREE DISTRICT COUNCILLOR

BDC Cllr Siddall circulated a report on sustainable villages prepared by the Country Land and Business Association. The local plan is still under review.

## 102. PLANNING MATTERS

(a) Applications

18/00285/TPO – Tree Works – Coney Byes, Colchester Road – Members noted that the tree warden had submitted his report giving no objections, and the response agreed was – no objections subject to neighbours' views.

(b) Other Planning Matters.

(i) Cllr Bond referred to the development on Land at the South Side of Colchester Road, and said that the BDC planning enforcement officer had responded to our complaint. This was regarding the non-compliance of conditions of approval, and in particular work on site before 7am together with vehicle movement, noise and dust being unacceptable. BDC said that an early unannounced site visit was made, and no work took place before 8am and there was no dust in the area. The contractors were reminded of the condition that restricts the starting time to 8am. BDC said that Environmental Health Department could be asked to investigate the noise issue if it was considered a nuisance and monitored over time.

## 103. 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 Bond said that a new proposed purchaser linked to the previous proposed purchaser has submitted a bid for the land at the rear of the village hall. The purchaser is concerned with the layout of the site, and a meeting will be arranged to discuss the changes. In view of this latest development our agent has not written to the ECC portfolio holder responsible, requesting that a Community Asset Transfer for the land on which the Village Hall stands and the land available for the development site is made now to the Parish Council.

## 104. COMMUNITY LIAISON

(a) Cllr Bond said that the Parochial Church Council (PCC) has replied to the parish council's agreement to joint ownership of the war memorial at St Andrews Churchyard, White Colne together with joint responsibility for maintenance and upkeep with White Colne PCC. This agreement is subject to a break clause to allow either party to break this agreement after seven years, and we proposed that the first date to break the agreement is 31 December 2025. The PCC suggested that the break clause is amended so that if it is exercised, the ownership and responsibility would revert to the position before entering into the agreement. After discussion members agreed that whilst this agreement may or may not get the war memorial repaired it does not help resolution of ownership. The clerk was asked to reply and advise that we would have hoped that this agreement would result in a resolution of ownership so that once essential work is completed if parties wanted to break they could and ownership would be declared.

(b) Members agreed that the Carols on The Green will be on Sunday 16<sup>th</sup> December and arrangements will be made. A Temporary Event Notice is not required following the advice of BDC last year.

(c) Cllr Bond will approach Olivers Nursery to ask if they would be able to provide a Christmas Tree for the Village Green.

(d) The Open Spaces Action Plan was considered, and members agreed that no amendments or additions were required.

(e) Cllr Bond said 55 people attended the beacon lighting on the Meadows on Sunday 11<sup>th</sup> November to commemorate the end of the First World War. A bugler played, and donations of £77.45 were received.

## 105. WHITE COLNE MEADOWS

CLlr Paxton said that the door lock and handle on the Pavilion needs some work on it. He will arrange for another set of keys to be cut for the Pavilion.

CLlr Bond said that the contractor of the neighbouring land has flailed the top of the boundary hedge and some work is required on our side of the hedge.

CLlr Bolton said that the trees in the wild flower meadow needs work on them, and CLlr Bond said that this is on the list to be done.

CLlr Bond said that consideration should be given to the question of vehicular access to the Meadows and to the allotments and referred to the paper already circulated to council members. Vehicles have historically used the Chase for occasionally depositing heavy items to the allotments. This has now extended to parts of the Meadows with the risk of wear and tear to the area.

The meeting was suspended. A member of public said that some people could not use the allotments if vehicular access was denied. The meeting was resumed.

CLlr Saggars said that there was currently no reason to stop vehicular access to the Meadows or the allotments, and members agreed to have a watching brief to see if other action is necessary.

## 106.FINANCIAL MATTERS

(a). The clerk reported that since the last meeting, the following payments had been or are to be made from Nat West Bank account. These were authorised:-

Cheque	Payee Details	Amount £	VAT incl
1801	White Colne Parish Council – Unity Bank account transfer	£9,000.00	
D/D	GoCardless Ltd – County Broadband Wi-Fi at hall monthly charge	£ 29.00	
D/D	GoCardless Ltd – County Broadband Wi-Fi at hall monthly charge	£ 29.00	
D/D	Scottish Power – village hall electricity	£ 29.00	
D/D	Scottish Power – village hall electricity	£ 29.00	
D/D	Scottish Power – village hall gas	£ 28.06	
D/D	Scottish Power – village hall gas	£ 58.00	
D/D	Anglian Water – village hall water 72.35, allotments £35	£ 107.35	
	<b>TOTAL NAT WEST PAYMENTS</b>	<b>£ 9,309.41</b>	

(b). By electronic payments from Unity Bank account:-

J Taylor – expenses re village market	£ 24.30	
BDJ Mapes – handyman	£ 175.00	
Unity Bank service charge	£ 18.00	
J C Watt – expenses re newsletter printing	£ 61.29	
D Williams-clerk sal Oct/Nov £952 less PAYE	£ 568.00	
H M Revenue & Customs – PAYE for clerk salary November	£ 190.40	
H M Revenue & Customs – PAYE for clerk salary December	£ 190.40	
Mortimer Contracts Ltd- grasscuts Green£65 ,Hall£35 ,Meadows£64 .	£ 196.80	£ 32.80
W Paxton – expenses re hall lighting and hall first aid items	£ 9.19	£ 0.50
S Mason – hall booking secretary – October	£ 47.00	
E Ketteringham – hall cleaning – October	£ 86.25	
	<b>TOTAL UNITY BANK PAYMENTS</b>	<b>£ 1,566.63</b>

2. Funds Received Since the last report, the following funds have been or will be received into Nat West :-

Braintree District Council – 2 <sup>nd</sup> half of precept	£ 5,441.00
Nat West Bank – interest	£ 2.11
	<b>TOTAL NAT WEST RECEIPTS</b>

Into Unity Bank	Credit per J Taylor re village market	£ 381.80
	Credit per J Taylor for village market allotments income	£ 32.00
	Credit per White Colne Parish Council – Nat West bank a/c	£ 9,000.00
	Credit per Unity Bank Village Hall a/c	£ 1,862.80
	<b>TOTAL UNITY BANK RECEIPTS</b>	<b>£11,276.60</b>

3. Financial statement & Bank Reconciliation

Following the above transactions- There is a credit balance on Nat West current a/c of £ 1,265.37  
on Nat West reserve a/c of £10,206.38

**Total at NAT WEST** £11,471.75

There is a credit balance on Unity Bank account of £12,106.47

**TOTAL BANK BALANCES** £23,578.22

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

Balance held in reserve - Village Hall Roofing Fund is £5,000.00

**Total of allocated funds is** £ 8,165.73

**Thus the balance of unallocated funds is** £ 15,412.49

### NAT WEST BANK

Bank Balances 18.09.18	£ 15,338.05
Add Receipts	£ 5,443.11
Sub Total	£ 20,781.16
Less Total Payments	£ 9,309.41
Bank Balances 20.11.18	£ 11,471.75

### UNITY BANK

Bank Balances 18.09.18	£ 2,396.50
Add Receipts	£11,276.60
Sub Total	£13,673.10
Less Total Payments	£ 1,566.63
Bank Balances 20.11.18	£12,106.47

## VILLAGE HALL ACCOUNTS

### 1. Payments

The Clerk reported that since the last meeting, the following payments had been or are to be made from the Village Hall accounts:-

#### (a). From Nat West Bank account

Cheque	Payee Details	Amount £	VAT incl
602	White Colne Parish Council current account Unity Bank account transfer	£ 5,000.00	
TOTAL NAT WEST PAYMENTS		£ 5,000.00	

#### (b) by electronic transfer from Unity Bank account

G Allen – hall window cleaning – August	£ 14.00
BDJ Mapes – caretaker August/September	£ 190.00
G Allen – hall window cleaning - September	£ 14.00
S Mason – hall booking secretary – September	£ 43.00
E Ketteringham – hall cleaning – September	£ 75.00
Unity Bank service charge – September	£ 18.00
White Colne Parish Council Unity Current Account	£ 1,862.80
TOTAL UNITY BANK PAYMENTS	£ 2,216.80

### 2. Funds Received

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

#### Into Nat West Bank account

Village hall hires	£ 1,099.25
TOTAL NAT WEST RECEIPTS	£ 1,099.25

#### Into Unity Bank account

From White Colne Parish Council Nat West Account	£ NIL
TOTAL UNITY BANK RECEIPTS	£ NIL

### 3. Financial statement & Bank Reconciliation

Following the above transactions there is a credit balance:-

on Nat West current account of	£ 10.17
on Unity Bank current account of	£ NIL
TOTAL BANK ACCOUNT BALANCES	£ 10.17

#### NAT WEST BANK ACCOUNT

Bank Balances 18.09.18	£ 3,910.92
Add Receipts	£ 1,099.25
Sub Total	£ 5,010.17
Less Total Payments	£ 5,000.00
Bank Balance 20.11.18	£ 10.17

#### UNITY BANK ACCOUNT

Bank Balances 18.09.18	£ 2,216.80
Add Receipts	£ NIL
Sub Total	£ 2,216.80
Less Total Payments	£ 2,216.80
Balance 20.11.18	£ NIL

(d) The clerk advised that the internal auditor was happy with the transfer of the bank accounts to Unity Bank and that the village hall account be closed and all transactions passed through the main account. This would simplify account reporting and negate the Unity Bank quarterly charges of £18 for the village hall account. The remaining account would still attract this charge of £18.

## 107. VILLAGE HALL

Cllr Bond said that two quotations had been received for the internal painting of the village hall, and it was agreed to accept the quotation of £120 per day for labour only for a maximum of 5 days. The village hall booking secretary is kindly arranging this together with the materials.

Cllr Bond said that the tiling has been completed. The clerk said that the electrical testing was still to be done and he will contact the electrician.

## 108. HIGHWAYS

Members noted that the street lamp outside 78 Colchester Road is still missing, and the clerk was asked to report this to ECC Highways, together with the street lamp outside Crackbones Cottage, Colne Park Road which is not working.

Cllr Bond said that he attended a presentation by ECC regarding a pilot programme for the devolution of ECC Highways tasks to the parish councils. We are offered the sum of £500 as a small parish council to cover cost of verge cutting, public footpath maintenance, finger post and sign maintenance and erection, bus shelter and flag maintenance and the salt bag scheme. This cost is 40 hours of handyman time rates plus cost of the administration time required by the Clerk making returns to ECC etc. We do not have to accept inclusion in the pilot. Funding is based on 2011 census figures at £0.68 per head of population. Members agreed to ask for more information on the exact work to be done in White Colne parish before we can consider further.

Cllr Bond said that the traffic speeds through our village continue to cause concern. He summarised the use of the Speed Indicator Device (SID) which was provided by ECC Highways funding in 2010 and which remained outside Chalkney House Care Home until last year. Then the parish council obtained funding to upgrade the download system providing more speed information, and also a tripod so that it can be moved around the village. Only one third of vehicles travel at the legal limit, about one third travel around 40mph with the remaining third being over 50mph and frequent examples to 80mph. Cllr Bolton said that the speeding is unacceptable and we should work with other parish councils on this road. Cllr Bond suggested average speed cameras and after discussion members agreed to contact Earls Colne Parish Council and ask them to join in an application to ECC for average speed cameras from the White Colne parish entrance to the Earls Colne parish entrance. This would be publicised with a press release to Halstead Gazette, East Anglian Daily Times and Essex Standard. James Cleverly MP is also to be advised. The clerk was asked to contact Earls Colne Parish Council and circulate a draft press release to members for approval.

The clerk advised that a response has been received from ECC Highways through ECC Cllr Beavis regarding the concern expressed following the resurfacing of Colchester Road. ECC Highways have apologised regarding the flying stones from the loose chippings, and also the poor signage. The blocked drains are due to be jetted at the end of the financial year.

**109. ALLOTMENTS**

The clerk advised that the annual invoices are to be sent out shortly.

**110. SOLAR LIGHT**

Cllr Bond said that the solar street light in Bures Road was the responsibility of the parish council, and it had not been working for some time. He had obtained a quotation for a new LED light and battery for £895 to which is to be added the cost of £425 for the installation of the new light and the removal of the existing light. Both figures exclude VAT. Cllr Paxton said that he could arrange for a contractor to examine the existing light to see whether it could be repaired and members agreed to this before considering replacement any further.

**111. OTHER MATTERS**

The BDC Democracy Manager has written regarding the costs that should be budgeted for the parish council elections next year. He considers that £64 should be budgeted for a non-contested election, and £1,000 should be budgeted for a contested election. Members agreed to include a figure of £1,000 in the budget for 2019.

Cllr Paxton said that the potholes in Bures Road should be reported to ECC Cllr Beavis who has asked for a list.

Cllr Bond said that Earls Colne Scouts and Guides will use the village hall post box for their Christmas card postal service.

Cllr Bond said that Cllr Tanous has resigned from the parish council due to work commitments. She was thanked for her help.

The clerk was asked to inform BDC.

There being no further business the parish council meeting was closed at 8.55 pm.

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