

WHITE COLNE PARISH COUNCIL

Minutes of the Parish Council Meeting held at

The Village Hall, Bures Road, White Colne on Tuesday 18th September 2018 at 7.30 pm.

Present: Cllr Bolton (later), Cllr Bond, Cllr Paxton, Cllr Saggars, Cllr Tanous, Cllr Taylor (Chairman), Cllr Joscelin Watt

Also Present: Clerk D Williams and 6 members of the public.

83. APOLOGIES FOR ABSENCE

Essex County Council (ECC) Cllr Beavis, Braintree District Council (BDC) Cllr Siddall, BDC Cllr Spray

84. DECLARATION OF INTERESTS – None

85. CONFIRMATION OF MINUTES OF LAST MEETING – The minutes of the last parish council meeting of 17th July 2018 which had been previously circulated, were agreed as a true record and signed by the Chairman.

86. MATTERS ARISING - None

PUBLIC QUESTIONS AND STATEMENTS

The meeting was suspended for public questions and statements.

- (i). Bures Road has not received any newsletters since before Easter.
 - (ii) The footpath along Colchester Road is getting narrow with the overhanging hedge.
 - (iii) The vehicles going in and out of the new Colchester Road development are causing a problem working before 8am.
 - (iv) What are the woodchippings along The Chase for.
 - (v) The strimming of my allotment has taken a long time since I took over the allotment. The allotment path also needs strimming.
 - (vi) The bins are not being put out, the place is a dump.
- The meeting was resumed.

87. RESPONSE TO PUBLIC QUESTIONS AND STATEMENTS

- (i). Cllr Taylor said that the last newsletter was just after Easter. There is not the manpower to produce it.
- (ii) Cllr Taylor said that the overhanging hedge had been reported to ECC Highways.
- (iii) Cllr Taylor said that the parish council will write and inform BDC.
- (iv) Cllr Taylor said that the woodchippings are to be spread along The Chase.
- (v) Cllr Taylor said that the handyman works at advantageous rates and does work when he can, working with other tasks.
- (vi) Cllr Bond said that the rubbish bins have been removed as food waste is being dumped. Cllr Taylor said that we could remove the recycling bins completely, and this matter will be discussed under planning matters.

88. PLANNING MATTERS

(a) Applications

18/00740/FUL – Chalkney Lakes Log Cabin, Colchester Road-erection of 3 buildings for use as holiday lets – further documents submitted – no comment.

18/00740/FUL – Chalkney Lakes Log Cabin, Colchester Road-erection of 2 buildings for use as holiday lets – revised plans and information submitted – no further comment.

18/01308/FUL & 18/01309/LBC – 26 Colchester Road – proposed extension to car lodge and forecourt hardstanding – no comment.

18/01569/FUL – Annexe at Woodfields, Bures Road - Use of annexe as separate and independent dwelling. Associated building works to consist of blocking up interconnecting internal door and ground floor window to the rear – no comment.

Cllr Bolton joined the meeting.

Cllr Taylor said that the next planning application quoted an address at Fox and Pheasant Farm. This was incorrect which was why she did not declare an interest in this item.

18/01570/FUL – Land at Chalkney Meadows, Colchester Road - New agricultural building for lambing and implement store. - We recommend that given the number of current planning applications for this site that they review all the current applications as one and the potential impact in aggregate. We would expect lighting and use conditions on the application for the lambing shed to be imposed should it be approved.

(b) Other Planning Matters.

(i) Cllr Taylor referred to the statement during public questions regarding the new development at Colchester Road. Members agreed that the clerk should write to BDC as follows:- We refer to the application number 16/02124/OUT approving the development on Land at the South Side of Colchester Road, White Colne. We write to advise you of the concern of residents in White Colne regarding the non compliance of conditions of approval, and in particular work on site is before 7am together with vehicle movement, noise and dust is unacceptable. Residents advise that they have contacted you with no response. Please enforce. A copy of this advice to BDC is to be sent to BDC Cllr Spray.

(ii) Cllr Taylor said that she had received contact from a parishioner complaining that the new bus stop would be intrusive. Cllr Bond said that ECC Highways had previously decided to move it because of concern that the bus shelter would be a problem in the former location. Members agreed that this is an ECC Highways matter and Cllr Taylor said that she would reply accordingly.

(iii) Cllr Saggars declared an interest in the following item as he is a neighbour.

Cllr Taylor said that a report had been sent to BDC Planning Department advising that part of Toad Hall is advertised as a holiday let in contravention of the planning permission. BDC have responded stating that the owners are exploring options and a neighbour advises that a planning application is to be submitted.

89. 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 the land at the rear of the village hall has not been sold and there is no news from ECC. There is also no news concerning the transfer of the village hall to the parish council. Members agreed to ask the clerk to write to our agent, Mr David Smith, asking him to write 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 now is made to the Parish Council. This request is in view of the considerable delays in the sale of the property, and the expense of ECC in the attempted sale of the land over the last 15 years.

90. COMMUNITY LIAISON

Cllr Paxton said that grants are available from the War Memorial Trust to repair the memorial which is in very poor repair. Ownership has to be established to apply for grants and the Parish Council has suggested to the Parochial Church Council (PCC) that joint ownership is taken. The PCC have agreed to this, and members agreed to an exchange of letters stating that the parish council agree to joint ownership of the war memorial at St Andrews Churchyard, White Colne together with joint responsibility for maintenance and upkeep with White Colne Parochial Church Council. This agreement is subject to a break clause to allow either party to break this agreement after seven years, and we propose that the first date to break the agreement is 31 December 2025. This agreement is completed by an exchange of letters between the two parties attaching a signed copy of both the parish council's and parochial church council's meeting minute, with both parties retaining a signed copy.

Cllr Taylor said that arrangements were being made for the beacon on the Meadows to be lit on Sunday 11th November at 7pm, joining in on the national commemoration of the end of the First World War. A bugler will play, and a donation box will be available.

Cllr Taylor said that the outdoor market on the village green on Sunday 2nd September went well with £250 profits, and £32 will be ring fenced for future allotment expenditure.

Cllr Taylor said that the newsletter had not been issued since just after Easter, as there is not the manpower to produce it. A discussion on a new format followed, including a suggestion that it is issued in an electronic format quarterly, or to print in A4 format and leave it at the village hall, and display on notice boards, with a possible new notice board in the bus shelter. Cllr Taylor said that she would enquire whether local email addresses would be available, and report back.

91. WHITE COLNE MEADOWS

Members agreed to ask Mr Mortimer to quote for a cut of the wild flower area on both sides of the bridge. A low cut and collect is required, although he can leave the cuttings in a pile if preferred. Cllr Bond said that he would meet to show him the area if required. 2 card tables in the pavilion have woodworm and will be burnt on the beacon.

Cllr Taylor suggested that the British Trust Conservation Volunteers is asked if they would get involved with the autumn maintenance of the pond which they have done before. Members agreed and the clerk was asked to write to them.

92. 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 authorized:-

Cheque	Payee Details	Amount £	VAT incl
1796	D Williams-clerk sal Aug/Sept £952 less PAYE	£ 568.00	
1797	H M Revenue & Customs – PAYE for clerk salary September	£ 190.40	
1798	H M Revenue & Customs-PAYE for clerk salary October	£ 190.40	
1799	White Colne Parish Council – Unity Bank account transfer	£2,000.00	
1800	D Williams – cost of TEN application to BDC for outdoor market	£ 21.00	
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	£ 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	£ 28.06	
D/D	Go Cardless – Adjust for July included in error	MINUS £ 29.00	
D/D	Scottish Power – Adjust for July included in error	MINUS £ 29.00	
D/D	Scottish Power – Adjust for July included in error	MINUS £ 45.76	
	TOTAL NAT WEST PAYMENTS	£ 3,038.16	

By electronic payments from Unity Bank account

N Powell Davies – internal auditor fee PAID	£ 175.00	
Mortimer Contracts Ltd-3grasscuts Green£195,Hall£105,Meadows£192 .	£ 590.40	£ 98.40
Mortimer Contracts Ltd – replace & reinstall bollards on Village Green	£ 120.00	£ 20.00
TOTAL UNITY BANK PAYMENTS	£ 885.40	

Funds Received - Since the last financial report, the following funds have been received into Nat West :-

Newsletter adverts	£ 20.00
Braintree District Council – Street Scene Grant	£ 931.05
Nat West Bank – interest	£ 0.88
Nat West Bank interest overstated in July should be £0.84 not £1.70	MINUS £ 0.86
TOTAL NAT WEST RECEIPTS	£ 951.07

Into Unity Bank account from White Colne Parish Council – Nat West bank account	£ 2,000.00
TOTAL UNITY BANK RECEIPTS	£ 2,000.00

Financial statement & Bank Reconciliation - Following the above transactions

There is a credit balance on Nat West current account of	£ 5,133.78
on Nat West reserve account of	£ 10,204.27
	<u>£ 15,338.05</u>
There is a credit balance on Unity Bank account of	£ 2,396.50
TOTAL BANK BALANCES	£ 17,734.55

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	£ 9,568.82

NAT WEST BANK		UNITY BANK	
Bank Balances 17.07.18	£ 17,425.14	Bank Balances 17.07.18	£ 1,281.90
Add Receipts	£ 951.07	Add Receipts	£ 2,000.00
Sub Total	£ 18,376.21	Sub Total	£ 3,281.90
Less Total Payments	£ 3,038.16	Less Total Payments	£ 885.40
Bank Balances 18.09.18	<u>£ 15,338.05</u>	Bank Balances 18.09.18	<u>£ 2,396.50</u>

The Clerk reported that since the last meeting, the following payments had been or are to be made for the village hall:-

From Nat West Bank account

Cheque	Payee Details	Amount £	VAT incl
601	White Colne Parish Council – Unity Bank account transfer	£ 2,000.00	
	TOTAL NAT WEST PAYMENTS	£ 2,000.00	

by electronic transfer from Unity Bank account

S Mason – hall booking secretary – July PAID	£ 52.00
E Ketteringham – hall cleaning – July £97.50, Supplies £25.35 PAID	£ 122.85
G Allen – hall window cleaning – August PAID	£ 14.00
S Mason – hall booking secretary – August	£ 43.50
E Ketteringham – hall cleaning – August £82.50, Supplies £17.60	£ 100.10
TOTAL UNITY BANK PAYMENTS	£ 332.45

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

Into Nat West Bank account - Village hall hires	£1,305.75
TOTAL NAT WEST RECEIPTS	£1,305.75
Into Unity Bank account - From White Colne Parish Council Nat West Account	£2,000.00
TOTAL UNITY BANK RECEIPTS	£2,000.00

Financial statement & Bank Reconciliation

Following the above transactions there is a credit balance:-

on Nat West current account of	£ 4,605.17
on Unity Bank current account of	£ 549.25
TOTAL BANK ACCOUNT BALANCES	£ 5,154.42

NAT WEST BANK ACCOUNT		UNITY BANK ACCOUNT	
Bank Balances 17.07.18	£ 4,605.17	Bank Balances 17.07.18	£ 549.25
Add Receipts	£ 1,305.75	Add Receipts	£ 2,000.00
Sub Total	£ 5,910.92	Sub Total	£ 2,549.25
Less Total Payments	£ 2,000.00	Less Total Payments	£ 332.45
Bank Balance 18.09.18	<u>£ 3,910.92</u>	Bank Balance 18.09.18	£ 2,216.80

(c) Members referred to the income received for the adverts in the newsletter and suggested that the adverts are put onto the website and included in the electronic version of the newsletter when produced.

(d) Members agreed that the parish council should aim to transfer all bank accounts in to one account with Unity Bank, and the clerk was asked to write to the internal auditor and seek her views on this.

93.VILLAGE HALL

Cllr Taylor said that complaints had been made regarding the appearance of the exterior of the hall. As the development land has not been sold, members agreed to use grants and monies from fund raising to landscape the area. Cllr Taylor agreed to obtain quotations.

Cllr Bond said that the rubbish bins have been removed and suggested that the site is reviewed in three months time, and if rubbish is still being dumped there then consideration will have to be given to the removal of the recycling bins. He said that he will put up a notice at the site advising this.

Cllr Taylor said that the handyman has replaced tiles in one toilet.

94. HIGHWAYS

Members expressed concern with the stones on the Colchester Road flying dangerously. This has been caused by traffic following the resurfacing of the road, with pedestrians standing at the bus stop being hit by these stones. Drains are also blocked by the stones. The clerk was asked to write to ECC Cllr Beavis as the parish council cannot write to ECC Highways direct.

Cllr Bond said that he had seen a flurry of unpleasant comments regarding the Speed Indicator Device, and he will prepare information for parishioners for the next meeting.

ECC Cllr Beavis has responded to the parish council's email regarding the lack of progress on the highway works to the top of the village green, and also to the bottom of the green. She said that she would provide an update when she has information.

95. ALLOTMENTS

The clerk has provided a laminated plan of the allotments for the allotments notice board.

96. LOCAL PARISHES COST SAVING PARTNERSHIP

Members considered that as they could not identify any specific agenda items for a formal meeting, that informal contact with other parish councils may be a better approach. Cllr Taylor agreed to contact the chair of Earls Colne Parish Council to discuss this and she will report back.

There being no further business the parish council meeting was closed at 9.43 pm.

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