

## TERLING AND FAIRSTEAD PARISH COUNCIL

### Minutes of the Meeting of Terling and Fairstead Parish Council held on Tuesday 22<sup>nd</sup> January 2019 at 7.30pm at Terling Village Hall, Terling

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Present: Mrs S McNamara (Chairman)  
Mrs S Alder  
M A Dyke  
Mr R Dixon  
Mr M Tugwell  
Mrs L Sime (joined the meeting at 7.35 pm)

Cllr David Bebb

F Killby – Parish Clerk/Responsible Financial Officer

8 members of the public

- 21.58 ***Apologies for Absence*** - Apologies for absence were received and accepted from Cllr Abbott and A Fitzgerald.
- 21.59 ***Declaration of Interests*** – AD declared a non-pecuniary interest in all Agenda items relating to his employer, Lord Rayleigh’s Farms Limited, Lord Rayleigh and Lord Rayleigh’s family. SM declared a non-pecuniary interest in Item 21.70, Planning App, Little Mead, New Road, Terling.
- 21.60 ***Meeting Open to the Public*** – two residents spoke about a letter received from the Parish Council on possible planning infringements regarding lights on their property and planning permission for a garden structure. The residents confirmed that the timers on the lighting are compliant and that Braintree District Council has confirmed that planning permission is not required for the garden structure.
- 21.61 ***Minutes of Last Meeting***  
SA proposed and AD seconded that the Chairman should sign a copy of the minutes as a true and accurate record. The minutes of the meeting held on 11<sup>th</sup> December 2018 were unanimously approved.
- 21.62 ***District and County Councillors’ Reports***  
Cllr Bebb reported that the Local Plan was on hold until mid-summer. There is no decision on the proposed sites at Hatfield Peverel, and the Hatfield Peverel Neighbourhood Plan has been delayed as some of the laws regarding this subject have recently changed.  
BDC has received £600,000 from the Business Rates Pooling Scheme and £35m income from property owned in the area. BDC is currently purchasing 65 acres of land for £6m to create a bespoke business park with a potential for 2000 new jobs.  
The redevelopment of Braintree Town Centre will start in autumn 2019, this includes a new hotel (Premier Inn) and a medical practice.  
Retail businesses with a rateable value of £51,000 or more will receive a 50% discount on their rates.
- 21.63 ***Chairman’s Report*** – nothing to report.

21.64 ***Co-option of Mrs Joanna Long (Fairstead Ward) and Mr Stephen Thatcher (Fairstead Ward)***

J Long and S Thatcher had previously expressed an interest in being co-opted onto the Council and were both under the rules. SA proposed that J Long and S Thatcher be co-opted, seconded by LS, unanimously approved. JL and ST signed the Declaration of Office, and consent forms regarding GDPR and receiving Council Summons and Agendas electronically. JL and ST are to complete the Register of Interests and return this form to the Monitoring Officer within 28 days.

21.65 ***Finance***

Copies of Receipts, Payments, Bank Reconciliation and Budgets for the current financial year were distributed prior to the meeting to all councillors. RD proposed that the following cheques/direct debits be approved for payment. Seconded by MT - unanimously approved: -

9th Dec	2489	James Todd	Payroll Services	31.20
9th Dec	2490	Lord Rayleigh's Farms	Grass Cutting Rec Ground	14.40
9th Dec	2491	A H Jiggins	Handyman's Services Nov	250.87
9th Dec	2492	F Killby	Salary/Office Allowance	849.76
9th Dec	2493	F Killby	Expenses	55.27
9th Dec	2494	Inland Revenue	PAYE/Tax	223.22
9th Dec	2496	Essex Pension Fund	Clerk's Pension Contribution	275.45
9th Dec	2497	Arrowmail Ltd	Website Hosting	56.16
9th Dec	2498	Scott Wilson	Village Sign Refurbishment	90.00
9th Dec	2499	Braintree D Council	Community Bus Hire	64.00
9th Dec	2500	Anglian Water	Water Recreation Ground	14.52
9th Dec	2502	Braintree D Council	Community Bus Hire	64.00
9th Dec	2504	Lord Rayleigh's Farms	Garage Rental	20.00
18th Dec	DD	EDF	Electricity Rec Ground	8.00
18th Dec	DD	British Telecom	Clerk's Phone Line	41.30
3rd Jan	2503	James Todd	Payroll Services	31.20
3rd Jan	2505	F Killby	Salary/Office Allowance	601.22
3rd Jan	2506	F Killby	Expenses	21.07
3rd Jan	2507	Inland Revenue	Tax/PAYE	168.80
3rd Jan	2508	Essex Pension Fund	Clerk's Pension Contribution	213.11
7th Jan	2509	Lord Rayleigh's Farms	Grass Cutting Rec Ground	14.50

7 <sup>th</sup> Jan	2510	E.On	Street Lighting	68.42
7 <sup>th</sup> Jan	2511	A H Jiggins	Handyman's Services Dec	176.29
7 <sup>th</sup> Jan	2512	Lord Rayleigh's Farms	Garage Rental	20.00
15 <sup>th</sup> Jan	DD	EDF	Electricity Rec Ground	8.00
15 <sup>th</sup> Jan	DD	British Telecom	Clerk's Phone Line	39.60
15 <sup>th</sup> Jan	2513	Anglian Water	Water Recreation Ground	32.39
15 <sup>th</sup> Jan	2514	Wicksteed	Replacement Toddler Swing	162.76

Budgets/Precepts – The Clerk presented a budget in accordance with Councillors input whereby the precept for a band D property will increase by 8.62% from £45.93 to £49.89, an increase of 0.33 pence per month. This increase takes into account the removal of the Localism Fund payment from Braintree District Council. SA proposed and LS seconded that this increase be approved, unanimously approved. This increase was felt to be necessary in order for the Parish Council to maintain the current level of service provided to the parish. An explanation of the work carried out by the Parish Council will be included in the next Parish News.

#### 21.66 ***Environmental & Footpaths***

The dog bin for Mill Lane has now been ordered.

Village Map – There is still no decision on the Peg Millars footpath but councillors decided that the proposed Village map should go ahead despite this. Clerk to contact PB.

Green Waste Recycling Collection – 9<sup>th</sup> February 2019 - This is now booked, posters advertising the service are in the Parish News, Terling Hub, shops, tearooms and pubs. It was also agreed that a general non-recyclable collection should be booked for May. Clerk to action.

#### 21.67 ***Estate Liaison*** – nothing to report

#### 21.68 ***Health and Welfare***

Playground - SA reported that a new toddler swing seat had been ordered. A Jiggins to install the new swing seat.

Emergency Plan – This has now been approved, there were some problems contacting BDC to run the emergency telephone test but it is hoped that these are now resolved and Clerk will test again in due course.

#### 21.69 ***IT & Publicity*** -. Nothing to report.

#### 21.70 ***Planning and Highways***

Planning App: 18/02155/FUL, Widworthy Hayes, New Road, Terling – It was agreed that the Parish Council would object to this planning application and a response will be submitted to BDC.

Planning App: 19/00066/HH, Little Mead, New Road, Terling – Council to look at this planning application in more detail and will respond to BDC in due course.

Planning Enforcements – a number of planning enforcement notices have been submitted to parishioners.

Local Plan – see minute 21.62

Housing Needs Survey – 93 surveys have been received (21% response rate). The winning number of the raffle for the £20 pound voucher is number 134, clerk to advertise on Terling Hub and in Parish News.

Directional signs – A Jiggins to check the signpost at Norrells corner to see if it is safe. Clerk to report to Highways.

Terling Ford Repairs – Clerk to send a letter of thanks to Highways for completing this job to a high standard.

Oakfield Lane – James Elms of Greenfields had been in contact and was invited to the meeting, Clerk will contact him again to invite him to the next meeting in March.

Fuller Street Surface Water – Highways has sent a letter stating that they are not responsible for repairs to the road. Council feel very strongly that Highways has a responsibility for the safety of road users. Clerk to contact Cllr Abbott and to register another complaint with Highways. Council asked that a letter of thanks be sent to Cllr Abbott for his efforts in trying to resolve Highways issues throughout the parish.

Traffic Calming – Hatfield Road - the traffic survey at Hatfield Road/New Road recorded average speeds below 30 mph. The scheme for one gate at this location has been put forward for validation at the next Braintree Local Highways Panel.

Road Repairs Programme – The road repairs (potholes) submitted to Cllr Abbott at the end of last year have been carried out.

War Memorial – the grant application for funding for specialist cleaning was rejected. Council agreed to ask for volunteers to carry out this cleaning.

Open Spaces Action Plan – this plan was reviewed, it was agreed that the green at Fuller Street be registered as a new scheme, clerk to action.

21.71 **Recreation Ground** – It was agreed that Great Leighs Football Club should be allowed to use the football field for their under 8 team matches on Saturdays and that the Club's weekend tournament in June (date to be confirmed) should be allowed to go ahead. A formal request for the installation of a storage container will be submitted to Lord Rayleigh's Farms, if successful this container will be located out of sight of Fairstead Road and painted green to blend in with the changing cabin.

21.72 **Councillors' Reports, including Village Hall Report, School Report and Church Liaison** –

SA – reported she had carried out a litter pick with her husband, the Council thanked them both for their hard work.

JL – asked if the litter picks could coincide with the hedge cutting as so much rubbish came out of the hedges at this time. AD stated that it would be difficult to organise this as hedge cutting is carried out when there is spare manpower capacity.

21.73 ***Clerk's Report***

Grants - The grants for painting materials for the playground equipment and for a contribution towards the electrics at the recreation ground have been approved.

Disposal of handyman's obsolete equipment – a potential buyer is looking at this, week commencing 28 January, clerk will update council as to progress.

Noticeboards – Ranks Green/Fairstead, these have been ordered and should be delivered end of January/beginning February for installation by A Jiggins.

A litter pick will be carried out in Terling in April, this will be publicised in Parish News, Terling Hub, shops, pubs, etc.

21.74 ***Bus Service*** – it was agreed that the bus service would be booked for the rest of the year and would be reviewed in January 2020. Clerk to speak to Flagfinders to see if there is any possibility of residents using the school buses.

21.75 ***Terling Village Hall Car Park*** – a meeting will take place shortly, no further updates at present.

21.76 ***Information exchange / next agenda items*** – RD stated that it would very useful to invite Community Agents to the next Parish Council meeting, Clerk to action.

21.77 ***Date of next meeting, including committees***

7.30 pm, 5<sup>th</sup> March, Parish Council Meeting, Terling Village Hall, Terling

7.30 pm, 9<sup>th</sup> April, Parish Council Meeting, Square & Compasses, Fuller Street

Meeting closed at 9.15 pm