

## TERLING AND FAIRSTEAD PARISH COUNCIL

### Minutes of the Meeting of Terling and Fairstead Parish Council held on Tuesday 29<sup>th</sup> October 2019 at 7.30pm at Terling Village Hall, Terling

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Present: Mrs S Alder Mrs L Sime (Minute 23.08)  
Mr M Tugwell Mrs J Long  
Mr A Dyke Mr S Thatcher  
Mrs P Bird (Acting Chairman) Mr C Barker  
Cllr J Abbott Cllr D Bebb

F Killby – Parish Clerk/Responsible Financial Officer

1 member of the public

23.04 ***Apologies for Absence*** – Apologies were received and accepted from S McNamara, R Dixon and L Bundy.

23.05 ***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. SA declared a non-pecuniary interest in Minute 23.15, Planning App: 19/01749/HH, Fairstead House.

23.06 ***Meeting Open to the Public*** – no comments received

23.07 ***Minutes of Last Meeting***

Clerk’s amendment: JL was present at entire meeting not from Point 22.86. Point 22.94 Fairstead Road to be added to the list for speed surveys. JL proposed and SA seconded that the Chairman of the meeting should sign a copy of the minutes, with the Clerk’s amendments, as a true and accurate record. The minutes of the meeting held on 17<sup>th</sup> September 2019 were unanimously approved.

23.08 ***District and County Councillors’ Reports*** –

Cllr Bebb:

The Neighbourhood Plan goes to ballot on 28<sup>th</sup> November and will go to full council in December for adoption.

Local plan - letter from Inspector stating that there have been 1,000 comments and that he will reopen hearing on 14 January which should last for approximately two weeks but will probably be longer, further information can be found on BDC website.

He stated that the new Parish Council News compiled by BDC contained some very useful information.

A12 and A120 widening scheme. This is now out for consultation and will be decided if and when the garden community goes ahead. There are proposed improvements at Junction 19 and Junction 21 will be remodeled.

Since Spring 2017 there has been talk of closing Junctions 20a and 20b and modifying the bridges, but there is no statement in the document about this work. Cllr Bebb has written to Ringway Jacobs expressing the concerns of the residents of Hatfield Peveler, clerk to circulate copy to all councillors. A landowner in Hatfield Peveler has put in plans for a bypass of Hatfield Peveler and Highways England

has responded to say there will be a new junction to the east of Hatfield Peverel and statutory consultation for this will be next year. There is concern over access of the three bridges whilst work is carried out as this will have a significant impact on local traffic.

Cllr Bebb stated that the email from RD regarding the cost of pre-application advice for the United Reformed Church in Terling cannot be overruled and suggested arranging an informal telephone call to discuss this with members of BDC Planning. DB suggested that Chris Paggi would be the best contact but it was felt that the Planning Officer who had dealt with the URC's planning application would be more appropriate.

There is still funding available for Councillors' Community Grants.

Cllr Abbott:

Full council meeting was held on 8<sup>th</sup> October, at which he proposed a motion on Highways issues as there have been some improvements, but there is still a long way to go. He is very concerned about the A12 widening. At a recent meeting in Witham there was a lot of discussion about the main Witham accesses to the A12 and the possible closure of all local access roads, resulting in local lanes running parallel with the A12. There is also concern that, although the A12 and A120 are meant to be rapid transit routes, buses will be banned from using them.

Local Matters – Highways is still refusing to repair the footpath at the Ford, stating that it will be monitored. He will ask his liaison officer about this when he meets with him shortly. Re the passing places between Ranks Green and Fairstead, this can be applied for under a Local Highways Panel scheme but this will take at least a year to come into effect. Councillors happy for Cllr Abbott to proceed with this. The current 60 mph speed limit in Fairstead has to stand as it fails the 30 mph limit by one house. A Cabinet Member Action can overrule this if required. It was agreed that residents would be canvassed for their opinions before applying for this to be overruled. Clerk to action.

Cllr Abbott believes that the continued flooding at Ranks Green is due to the fact that no drain was installed when remedial work was carried. He will look into this to see if anything can be done.

Directional Signs – three signs in Fairstead have been submitted for repairs, the fourth sign is outside the parish (ie Great Leighs).

23.09 **Chairman's Report** – nothing to report.

23.10 **Finance**

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

16 Sep	2596 S Boswell	Telephone Box Conversion	760.00
18 Sep	DD British Telecom	Clerk's Phone Line	39.64
18 Sep	DD EDF Energy	Elec Rec Ground	8.00
2 Oct	2597 F Killby	Salary/Office Allowance	852.47
2 Oct	2598 F Killby	Expenses	60.87
2 Oct	2599 Inland Revenue	PAYE/Tax	281.97

2 Oct	2600	Essex Pension Fund	Clerk's Pension Contribution	219.82
2 Oct	2601	B D Council	Community Bus Hire	64.00
2 Oct	2602	Lord Rayleigh's Farms	Garage Rental/Grass Cutting	65.00
2 Oct	2603	Zurich Insurance	General Insurance	784.27
2 Oct	2604	RCCE	Subscription	72.60
2 Oct	2605	James Todd	Payroll Services	93.60
2 Oct	2606	Terling Village Hall	Room Hire	15.20
2 Oct	2607	P K F Littlejohn	Audit Fees	240.00
2 Oct	2608	A H Jiggins	Handyman's Services	164.83
2 Oct	2609	Lord Rayleigh's Farms	Garage Rental	20.00
2 Oct	2610	Lord Rayleigh's Farms	Grass Cutting	60.00
18 <sup>th</sup> Oct	DD	EDF	Electricity Rec Ground	8.00
18 <sup>th</sup> Oct	DD	British Telecom	Clerk's Phone Line	39.42

Potential Change of Bank Account to Unity Trust to enable BACS payments. Clerk explained that Barclays will only accept BACS payments with one authorised signatory which is not allowed under the Standing Orders. Unity Trust has been recommended as they work closely with a number of Parish Councils and accept the two-authorisation system. There is a monthly charge of £6 per month plus 15p per individual credit/debit, however there will be a saving on postage of cheques. Councillors unanimously agreed to change the Parish Council current account bank to Unity Trust.

JL proposed and LS seconded approval for renewing the lease at the garage for the storage of P3 equipment at a cost of £25 per month. Unanimously agreed.

Insurance premiums, NALC has an arrangement with an insurer that gives a small discount and clerk will obtain costings in 2020 for next year's insurance.

Alan Jiggins is happy to accept the new salary rate of £15 per hour for work involving mowing, strimming, etc and £11 per hour for all other work (litter collection, etc).

## 23.11 *Environmental and Footpaths*

Footpaths - PB stated the lagoon is very overgrown, and there is dog poo everywhere. The dog litter bin by the phone box in Ranks green has been damaged and the new bin at Great Loyes has not been installed properly. Clerk to contact BDC. The redundant footpath signs need to be changed. AD suggested getting a list together and then contact Highways to get this actioned. Clerk to progress.

Parish Map – Councillors are to contact businesses to offer advertising space at a cost of £75. The Rayleigh Arms has requested two spaces, if possible.

Rats at Mill Lane – Clerk spoke to Greenfields who said that the BDC contract had finished and they had done everything they could. Clerk is chasing new contact Mark Garnham (who deals with Estate and

Land management) and has emailed him to see if he would visit the site, no response yet. AD suggested that all the residents complain again and write to their local councillors at BDC.

23.12 ***Estate Liaison*** – nothing to report.

23.13 ***Health and Welfare***

Playground – CB has some excess topsoil for the trip hazards, although there is no certainty that this solution will work. Other suggestions are turf or grinding down the concrete areas.

Emergency Plan - It was agreed that the date for the Telephone Tree ring-round and text message exercise will be on Monday 9<sup>th</sup> December 7.00. LB has agreed to review the current Emergency Plan.

23.14 ***IT & Publicity*** – nothing to report

23.15 ***Planning and Highways***

Planning App: 19/01348/HH, Two-storey rear extension and front porch, 13 Hull Lane, Terling - comments have been submitted objecting to this scheme.

Planning App: 19/01275/HH, Jayden, New Road, Terling. Proposed storm porch, two-storey side and rear extension – was refused on the basis of massing at BDC Planning Committee meeting.

Planning App: 19/01749/HH, Fairstead House, Fuller Street, Fairstead, Two-storey rear extension, deadline 1 November AD/MT to review RD comments for approval.

Oakfield Lane – AD will respond to Greenfields with LRF's response.

Traffic Calming Gates/Speeding/Mobile Speeding Monitors- speed surveys applied for in all locations requested.

Speed Watch – more volunteers still needed, training for this is free, the Council's insurance covers all volunteers but there will need to be a Risk Assessment for this. Clerk to action.

Road Repairs – Pothole by Dairy Bridge is now repaired, other recently reported problems – pothole and road surface in Fairstead Road, drain at junction of Fairstead Road and New Road and drain opposite Oakfield Lane will be monitored by Highways.

Alan Jiggins will paint the railings at the Ford.

United Reformed Church – see Minute 23.08 under Cllr Bebb's report. Letters have also been sent to the Princes Trust and Harvard and Cornell Universities as they have connections to the Terling URC.

Parking Issues at School/Safety Railings/Repainting Yellow Lines – JL reported that the head teacher recently attended a meeting which gave examples of portable cones/signs which could be put in place at the appropriate times. The yellow lines have still not been repainted, clerk to chase.

Planning Enforcements – nothing to report

Local Plan – see Minute 23.08

Directional Signs – see Minute 23.08

War Memorial – Clerk to chase LB on this and the bollards opposite the school.

23.16 ***Recreation Ground***

The Council has received a claim for damages to a contractor's mower due to a net left on the grass area by GLYC. Clerk to request a copy of GLYC's public liability insurance. AD stated that this area should in future be fenced off to prevent this happening again.

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

RD – requested that the clerk look into defibrillator awareness training. It was decided that the cost of £175 for two hours training was excessive and it was felt that the instructions with the defibrillator were sufficient for use in an emergency

RD suggested the possibility of listening benches on Church Green and Fuller Street. Clerk to circulate information on these.

RD suggested putting a Samaritan sign in both libraries, councillors were happy for this to proceed. JL/ST/Clerk to action.

Pensioners xmas party - Clerk to speak to SM who will liaise with Lord Rayleigh, PB will also speak to C Hennessy. A number of councillors were happy to volunteer to help with this.

Xmas Parish Council meeting and drinks – It was suggested that the Playground painting volunteers should be invited, Clerk to circulate a list of potential invitees to all councillors.

JL – is attending the Patient Participation Group meeting on Tuesday November 5.

SA/ST reported that there had been two successful litter picks in Ranks Green and Fuller Street, Clerk to promote in Parish News.

23.18 ***Clerk's Report***

There were approximately 16 attendees at the recent Terling litter pick and approximately 20 sacks of rubbish were collected.

Clerk had received a request from Cricket Club asking if we were members of the Essex Playing Fields Association (£30) a year which gives grants to sports clubs, etc. It would be possible to get a grant for the MUGA court (maximum £1000) but only after two years membership. AD advised that clerk look at the Terms and Conditions of this membership as the playing field, etc are rented from LRF at a nominal rent. Clerk to action.

An additional bus service to Chelmsford has been booked for 15<sup>th</sup> November and 20<sup>th</sup> December. Clerk is waiting for a response from ECC on whether the bus that normally runs on a Wednesday (Xmas Day and New Years Day) could run on the 24<sup>th</sup> December and the 31<sup>st</sup> December.

23.19 ***Grass Cutting Issue – Recreation Ground*** – see Minute 23.16.

23.20 ***Telephone Box Libraries/Condition of Fairstead Phone Box***

RD/AD are to jet wash the Fairstead phone box, Suggestions for this box were installing a defibrillator as there have been requests from residents, putting in a footpaths map and possible shelving for maps, tourist guides, etc. The library signs have been ordered and it may be possible to sell the current 'Telephone'

signs if they can be removed without damage. ST and JL have organized the stamps for the books. ST/JL/clerk to liaise re opening etc.

23.21 ***MUGA Court***

MT to arrange meeting with Tennis Club.

23.22 ***Mental Health First Aid Training***

JL reported that the course was excellent and that she would like to do the free MHFA course that Provide offer. SA also stated that she would like to do this course. Clerk to action for JL/SA/RD. JL also asked if a thank you letter could be sent to the trainer. Clerk to get costings for an additional defibrillator for Fuller Street/Fairstead/Ranks Green. It may be possible to use Cllr Bebb's grant funding for this.

23.23 ***Information exchange / next agenda items –***

23.04 ***Date of next meeting, including committees:***

7.30, 10<sup>th</sup> December, The Square & Compasses, Fuller Street

7.30, 21<sup>st</sup> January, Terling Village Hall, Terling

Meeting closed at 22.00