

MEETING OF THE BLACKMORE, HOOK END & WYATTS GREEN PARISH COUNCIL

Held on Thursday, 21st June 2012 in the Committee Room of Tipps Cross Remembrance Hall.
Commenced at 7.30pm.

Members present: Cllr Watley (Chairman), Cllr Keeble, Cllr Dean, Cllr Town, Cllr Frost, Cllr McCarthy, Cllr Bennett, Cllr Brown. Also Mrs R Nelson (Treasurer).

Apologies for absence were received from: Cllr Henwood, Cllr Spiers and County Cllr Ann Naylor, Mrs S Barnes (Parish Clerk).

Also present: Terry Smith, Herald Magazine.

Cllr Watley opened the meeting by thanking the Council for its confidence in appointing him as Chairman. He intended to keep to the agenda and keep the meetings as short as possible.

AMENDMENTS

Annual Assembly Meeting/Parish Council meeting on 17th May 2012

These minutes were queried as follows:-

Page 7 – Cllr Town questioned the wording “There were 3 votes for the needs survey and 8 votes opposing the needs survey for this proposal”. She believed that the vote was in fact not specific to the housing needs survey but rather that it was to determine whether any development should be allowed on green belt land. However, following discussion, Councillors generally agreed that the minutes were correct as they stand. This will be checked against the electronic recording of the meeting. Cllr Town also suggested that in future, votes should be proposed, seconded and then moved on to the vote. To clarify the minutes further, it was agreed that the minutes could be amended to read “..... or further action in relation to the Red Rose Lane development would be taken by the Parish Council.....”.

Cllr Watley considered that whilst the Red Rose Lane issue was now closed, it is almost unavoidable that the question of development on green belt land will be likely to be raised again in future.

(Note: Mr Smith had recorded the motion on which the vote was taken as “This Council is in favour of a needs survey for affordable housing in the Parish”. As mentioned above, this will be checked against the Clerk’s electronic recording.

Village Meeting held in Blackmore Village Hall on 27th April 2012

Cllr Watley commented that, due to the nature of the meeting, the minutes of the Village meeting on 27th April 2012 had been difficult to prepare. However, there were no comments so these were signed by Cllr Watley.

Special meeting on 19th April 2012

The minutes of the special meeting on 19th April 2012 with the developers were approved and signed by Cllr Watley.

It was agreed that these two sets of minutes can be loaded onto the website; the 17th May minutes will be checked before signature at the July Council meeting and subsequent uploading.

DECLARATION OF INTEREST

Nil.

Cllr Bennett commented that under the existing Declaration of Interests rule, all new Councillors were required to declare certain matters to BBC. Cllr Watley reported that a new Code of Conduct is being prepared and is included for further discussion under Any Other Business. However, it was noted that further information is required before Councillors can properly consider the proposed Code. Cllr Keeble reported that Doddinghurst Parish Councillors are unlikely to sign the new Code of Conduct due to concern about certain elements and requirements.

It was agreed that Councillors would carefully read the documents circulated and this topic will be included for more detailed discussion at the July meeting.

OPEN FORUM

A Parishioner confirmed her belief that the vote taken had been regarding the Housing Needs Survey, not specifically green belt. This was noted. She then went on to query what response had been given to the developers. Cllr Watley confirmed that wording had been provided by BBC Planning Department and this would be dealt with under Correspondence.

Cllr Keeble reported that Doddinghurst Parish Council was undertaking a Neighbourhood Plan and holding a meeting to discuss this topic on Monday 25th June 2012. All interested parties were welcome to attend.

Cllr Watley believed that whilst the Red Rose Lane development had not been progressed, it is likely that a Housing Needs Survey might be needed in the future, despite the fact that this is most likely to prompt a positive response, i.e. requests for further housing. A Housing Needs Survey undertaken in 2005 had recorded that around 20% of Parishioners had expressed a desire to have a significant number of small houses in the Blackmore Parish. Cllr Watley also reported that subsequent to the Parish meeting, he had been informed by several Parishioners of their similar interest in some small village properties.

It was noted that the Red Rose Lane plot of land was attractive because it was relatively cheap and this made it an economic proposition. The suggestion of the plot being purchased by the Parish for allotments was interesting but probably not economically tempting to the owner of the land.

Cllr Keeble stated that it was critical that the Parish must work together as a whole Parish, not just the village of Blackmore. This had been highlighted by Jennifer Candler at BBC.

In view of the Parishioners' interest, Cllr Watley read out the wording of a suggested letter to the developers which had been offered by Jennifer Candler relating to the rejection of the Red Rose Lane scheme. The proposed wording was considered and agreed by the Council (with the deletion of "for the time being" and inclusion of "foreseeable future" & "greenbelt"). Accordingly a letter will be sent to the developers, a copy of which is attached to and forms part of these minutes.

It was agreed that further consideration will be given to the wood yard although Cllr Bennett considered that the owner would not sell at the lower price normally applicable to affordable housing.

Cllr McCarthy commented that one of the benefits of a Village Plan would be to identify any brown-field sites which might be suitable for development/affordable housing.

The meeting resumed with the following: -

COMMITTEE MEMBERSHIP

In view of the recent Councillor changes, Committee memberships would have to be reviewed at a later date.

CORRESPONDENCE

Mrs Nelson reported on the following correspondence received at the Parish Office:-

1987 Letter from BBC, the Electoral Services Officer confirming that the Parish Council should co-opt a person to replace Ann Thomas at Councillor, as soon as possible. The Council is therefore able to co-opt to replace Ann with immediate effect.

A further letter and notices from BBC, the Electoral Services Officer, regarding the vacancies for Parish Councillors following the resignations of Sue and Steve Wheeler. Official notices will be posted on the Parish boards.

It is hereby recorded that Sue and Steve Wheeler had resigned as Parish Councillors subsequent to the last meeting and this, together with Ann Thomas's recent resignation, now created three vacancies. Cllr Watley asked Councillors whether they knew of any potential candidates. Notices will be posted on the Parish boards and Councillors were asked to search for new Councillors, preferably by personal contact since it was felt that notices were generally ineffective in encouraging people to step forward.

1988 Request for renewal of annual subscription to Essex Playing Fields Association - £25. Renewal approved and cheque prepared for signature by Councillors.

1989 Request for renewal of annual subscription to Rural Community Council of Essex - £55. Renewal approved and cheque prepared for signature by Councillors.

1990 Request for renewal of annual subscription to Campaign to protect Rural England - £29.00. Renewal approved and cheque prepared for signature by Councillors.

1991 Notification from Heatherland that skip hire prices will be increasing from 1st June 2012. The new rate is £175 (plus VAT) – an increase of £42 per skip. This is due to the new Landfill tax. Cllr Brown will contact his supplier to obtain an alternative quotation. However, after discussion regarding the inequality of Blackmore village having a skip whilst the remainder of the Parish did not benefit from such a service, Cllr Keeble proposed that the skip service be cancelled with immediate effect. This proposal was seconded by Cllr Brown and passed by 6 votes for cancellation and 2 votes against. Cllr Frost asked for her objection to the withdrawal of skips to be minuted.

Mr Smith questioned the lack of cutting grass verges and especially Service Lane and enquired whether this was lack of cash or manpower. Cllr Bennett confirmed that no changes had been made to the grass cutting schedule and Mrs Nelson will confirm with the maintenance contractor that Service Lane is still on the maintenance schedule.

1992 Forms received from BBC confirming the emptying and collection of litter and dog bins in the Parish. These forms were circulated for inspection by Councillors as it is clear, from their pristine and neat state, that they have been completed retrospectively and the Council considered that the information provided was subject to question. Cllr Keeble reported his findings that

dog bins are being emptied in Blackmore village but not litter bins which are full to within inches of the top. Cllr McCarthy has checked the bins at Mill Lane and these have been satisfactory. It was agreed that the Treasurer will inform the Council that the outstanding invoice will not be paid as the service remains unsatisfactory and the “proof” provided is unsatisfactory. Cllr Brown will inspect the bins in his area and will report back.

- 1993** Letter from Essex Highways notifying of temporary road closure in Hay Green Lane. Notices will have been posted in that area. No further action needed.
- 1994** Email from the Library Service informing of new timetables for the mobile libraries effective 1st July 2012. No further information available at the present time.
- 1995** Letter from the Audit Commission notifying that a new external auditor – Littlejohn LLP - is being appointed for the Parish with effect from 1st September 2012.
- 1996** Updates to the electoral register for June 2012 which will be held on file.
- 1997** Bus Passenger News – will be held on file.
- 1998** A thank-you letter from the Headmistress of Blackmore School for the donation of £650 towards the school swimming pool.
- 1999** A notification of temporary road closures throughout the Borough from Essex Highways.
- 2000** A letter and leaflet from the Parish Clerk of Doddinghurst Parish Council inviting all interested to attend a meeting on Monday 25th June 2012 to discuss the Doddinghurst Neighbourhood Plan. Cllr Dean commented that in his area (Wyatts Green), it was natural to veer towards Doddinghurst rather than Blackmore village. In response to the Doddinghurst invitation, Cllr Watley will be attending the Monday meeting.
- 2001** Letter from Essex CC enquiring whether we wish to continue to receive the Greater Essex Timetable Book. Cllr Dean is requesting further copies.

BOROUGH & COUNTY COUNCILLOR REPORTS

- 2002** Cllr Keeble had attended a Highways meeting which started at 7.00 and finished at 11.00 p.m. Decisions on work associated with highways are made at Essex CC level and Cllr Keeble expressed his concerns that the Parish roads will suffer as Essex holds the budget-strings.

REPORTS OF COMMITTEES

POLICY & RESOURCES COMMITTEE

2003 FINANCE

The following cheques were approved for payment and signed:

£	Addressee	Description
-	S Barnes	June salary
-	Essex Pension fund	clerk's pension
-	HM Rev & Customs	Clerk's Tax / NI
-	R Nelson	June payment

733.81	MD Landscapes	grass cutting
233.20	BBC	Trade waste contract – Blackmore churchyard
169.50	Heatherland	parish skip hire
25.00	Essex Playing Fields Assoc.	Annual subscription
27.50	Mrs R Nelson	Flowers for Parish Clerk
55.00	Rural Community Council of Essex	Annual subscription
245.40	EON	Millennium Park electricity (will be cross-charged to Village Hall)
18.00	Veolia	Water – War Memorial
35.24	Veolia	Water – Walter Hobbs playing fields
1,008.00	Playquip UK Ltd	New surface installed under aerial runway
25.94	Cllr R Keeble	Purchase of RCD plug-in adaptor for Christmas lights & flowers for Parish clerk
29.00	Council for Protection of Rural England	Annual subscription
1,232.70	K Stanbridge	Maintenance invoice
397.00	T Smith	Herald preparation and expenses

Receipts:

- £25 Road rent received from Mr and Mrs M R Brown.

Payments:

- Nil

2004 FINANCIAL POWERS

Mrs Nelson had distributed the May figures to all Councillors. Overall, each area is currently running below or very close to budget. Handyman/casual grass cutting costs will be closely monitored.

Mrs Nelson presented the Annual Return for signature. This form is submitted to both the Internal and External Auditors and gives details of the Parish finances and compliance for the year 2011-12. The form was approved and signed by the Chairman and Mrs Nelson as Responsible Financial Officer.

2005 COMMUNITY POLICE MEETING

Nothing new to report. Pending new dates for future meetings.

2006 COMMUNITY BUS

There were no specific points relating to the bus; however the hiring and cost position will continue to be monitored with a view to reviewing in December 2012 when the budget setting process would take place. Cllr Watley reported that a regular monthly booking has been made by a lady in Orchard Piece, called the OP Group. He will provide contact details to Mr Smith re a potential mention in the Herald.

2007 BLACKMORE CENTRE FOR YOUNG PEOPLE

All is running satisfactorily at present; the AGM is Friday 29th June when more volunteer helpers will be sought.

2008 BLACKMORE SPORTS ARENA – (formerly MUGA)

Nothing new to report

2009 **MOBILE LIBRARY**

No changes to the Parish dates and times reported. New timetables are effective from 1st July 2012.

2010 **BRENTWOOD BOROUGH PARISH COUNCIL ASSOCIATION**

Nothing to report at present. AGM was missed.

2011 **ROADWAY RENTS (2012)**

Invoiced for April 2012, payment received from Mr & Mrs Brown.

BLACKMORE MILLENNIUM PARK

2012 **PROGRESS REPORT**

Cllr Keeble reported that he had obtained two quotes for the cockleshell path from S Clark (£4,000) and I Pave (£3,500) for both the new path and refurbishing the existing cockleshells paths. It was proposed by Cllr Bennett, seconded by Cllr Dean and approved that, due to the high cost of this project, only the new path would be undertaken at the present time, at a price of £1,600. The chosen contractor will be I Pave.

The date for this year's Fireworks Display was decided as Saturday 3rd November 2012. John Hughes and Craig Stevens have volunteered to join a sub-committee to assist with the music with a view to making the event even more spectacular. A budget for the purchase of the firework display itself was agreed at £2,900.

PLANNING COMMITTEE

2013 **PLANS**

The Planning Committee had met on 28th May and 11th June 2012 and the following plans discussed - 12/00512/FUL and 12/00459/FUL. Copies of the minutes had been circulated prior to the meeting.

Cllr Watley reported that all outstanding enforcement orders had been identified, together with those items which still needed to be progressed. At the BBC Liaison meeting, Cllr Keeble had stressed the need for enforcement of these orders.

The unofficial business use of land off Pettits Lane had been reported on several occasions; BBC will follow this up once the relevant official "is able to drive again".

The plans relating to extension work at Dingley Dell in Hook End Road had gone through BBC without first coming to the Parish Council. Cllr Watley will ask for a copy of the plans to establish whether the current building work is within agreed planning specifications.

The concrete area still remains outside Pixie's Halt, Hook End Road. This remains open on the BBC list of planning enforcements.

Cllr Town will review the BBC enforcement list and mark up those items still requiring action. An approach will then be made to BBC for action.

2014 OUTSTANDING ENFORCEMENT ISSUES

Bluebell Farm - Spriggs Lane, Blackmore (mobile home) - The Clerk had chased Christopher Stathers, BBC planning department. He advised in his letter dated 22nd August 2011 that this item had been chased internally and a new case reference number issued against this case file which had been temporarily lost at BBC. The outstanding Enforcement Notice dated back to 19th August 2002 and required the removal of the mobile home and he could not at this present time trace any subsequent planning permission for the retention of the mobile home. He would therefore be investigating this matter further and would update us as soon as possible, and after he had made a further visit to the property. – **Awaiting update.**

Plot 3, Oak Tree farm, Chelmsford Road, Blackmore, CM4 0PZ – Cllr Watley was in receipt of the refused planning application.

Land adjacent to Oak Fold, Hook End Rd, Hook End - Being looked into by BBC in relation to any enforcement action being taken by them as on green belt land – **pending update/decision.**

Kiln Farm, Mountnessing Rd, Blackmore – **No updates for some time.**

Action required: Committee to monitor Oak Fold and further updates and planning applications received from BBC as it appears other applications are being processed without the PC first seeing them. The PC was also concerned because it appeared that previous enforcements with outstanding action had simply been struck off BBC's lists. Planning committee presently looking into these matters.

ENVIRONMENT COMMITTEE

A Meeting of the Environment Committee had taken place on 11th June 2012. All in accordance with previous minutes with the following updates.

2015 Village speed

Cllr Town reported that the VAS sign in Blackmore Road is still not recording speeds below 37 mph. The Clerk has still to contact Essex Highways (Rissa Long) to investigate the possibility of having a 20 mph limit through the village and, at the least, to have the VAS sign checked.

2016 Allotments

Still looking for a site

2017 Ponds & posts by pond

Cllr Town recommended that posts should be erected on the bus triangle and other areas as required. Quotes would be obtained from Kevin Stanbridge and K D Fencing (Cllr Brown will chase them to contact Cllr Town).

Cllr Keeble had contacted BBC regarding the regular flooding on Chelmsford Road. He had been told that the ditches needed digging out but it was inconclusive as to whether this would be BBC or Essex Highways. Cllr Keeble will progress this.

2018 Gunnells Corner – pavement (wheelchair access)

The maintenance contractor had cut back as much vegetation as possible but the area needs more drastic action. Cllr Keeble will raise this once again when he speaks to Adrian Tisbury at BBC.

2019 Planters

Cllr Town reported that Matthews had been in the village today, filling the planters which look excellent. The roundabout has also been weeded and geraniums planted.

2020 Hedges – Meadow Rise

Cllr Town will find the names of the relevant residents regarding the need for hedges to be cut.

2021 Dead willow on the village pond

John Sharp (Town & Country) has given a quotation of £460 plus VAT to cut down the dead willow to ground level. It was noted that there could be safety risk as the dead tree could fall. Cllr Keeble will obtain an alternative quote from Cut Above. John Sharp has recommended that an oak tree should be planted to replace the willow. This will be reviewed at a later date.

AOB:

- Suggested bicycle rack – on Horsefayre Green. – **Action:** Clerk to gather pricing information.
- Cars parking on grass verge outside Nos 1 and 2 Hillside Cottages. Clerk to write to the residents again.

DATE OF NEXT MEETING: Monday 9th July 2012 – 7.30pm – Crosse House, Blackmore

HERALD MAGAZINE

2022 NEXT EDITION

The Spring/summer issue had been well received. No deadline date has yet been decided for the next Edition.

RECREATION COMMITTEE

2023 A Meeting of the Recreation Committee had been held on 12th June 2012 at 7.00pm. All was in accordance with the committee meeting minutes distributed prior to the Parish Council meeting with the following updates.

Ted Marriage Recreation Field

A.11.11 **Worn swing chains** –Mr Stanbridge had been unable to progress the purchase of new baby swings and this will be followed up by the Clerk/Mrs Nelson.

B.11.11 **Corroded leg of climbing frame** – This work has been delayed due to the weather but the maintenance contractor will complete the work as soon as possible.

Items to monitor: Emptying of dog waste bins (x2) – Clerk in correspondence with BBC, withholding payment pending BBC's investigations.

- 2027 **Purchase of PA system** – In hand with Cllr Keeble – an update is awaited from Tony Pavitt.
- 2028 **PC Web site** (<http://http://www.essexinfo.net/blackmore-hook-end-and-wyatts-green-parish-council/>) – Cllr McCarthy has included a Noticeboard/Village Diary section and there have been 33 visitors in the past month. Whilst this is not a huge number, it is a new site and Parishioners have to be encouraged and/or trained to visit. Cllr McCarthy was again thanked for the work he had done on reviving the Parish website.

ANY OTHER BUSINESS – (for discussion only)

There being no further business, the Meeting closed at 9.50 p.m