

MAY, 1997

A Meeting of the Parish Council was held on Thursday, 29th. May, 1997 at 7.35 pm in the Village Hall.

PRESENT

Mr. Dixon in the Chair, Mr. Jacklin, Mr. Range, Mr. Wigglesworth and the Clerk.

ELECTION OF CHAIRMAN

Mr. Dixon was re-elected as Chairman and signed the Declaration of Acceptance of Office.

MINUTES OF THE PREVIOUS MEETING

The Minutes were signed as a true record of the Meeting held on 24th. April, 1997.

APPOINTMENT OF VICE CHAIRMAN

Mr. Jacklin was re-appointed as Vice Chairman.

REVIEW OF PARISH COUNCIL REPRESENTATIVES

The posts were allocated as follows:

Association of Chelmsford District Parish Councils,
Civil Emergency Planning
Essex Association of Local Councils, Chairman & Vice Chairman;
Footpaths,
Finance/Internal Auditor,
Hanna's Field Charity,
Mid Essex Community Health Council,
Newsletter Editor,
Public Transport,
School Governing Body,
Village Maintenance,
Clerk was to confirm with P. Applegate, S. Chadwick and C. Seymour that they are willing to continue in their posts for another year.

D. Jacklin;
S. Gordon;

G. Parker;
R. Range;
P. Applegate;
S. Chadwick;
C. Seymour;
S. Gordon;
B. Larkman;
D. Jacklin.

MATTERS ARISING FROM THE MINUTES OF THE PREVIOUS MEETINGPosts the Tye

Eight posts were found to be required. These have been installed.

White Noticeboard

The noticeboard at the Bicknacre Road junction was repaired with a pane of perspex. Vandals attempted to break it, but only succeeded in stoving it in, damaging the wooden beading. Mr. Harvey has replaced the beading.

Old Church Road Name Board

A letter was received from C.B.C. claiming that the Tye is roadside verge, before Clerk had written as instructed at the previous Meeting. The Clerk therefore decided to wait until this Meeting before continuing with the correspondence. It was decided that the Clerk should ask E.A.L.C. for legal advice.



26/6/97

'Hanningfield Show'

The organisers arranged for the litter to be picked up after the show, and P.C. is unaware of any traffic problems.

Rural Housing Trust

There is to be a Working Party meeting with Mrs. Moore on Tuesday, 3rd. June. A public meeting is expected soon.

CORRESPONDENCEMrs. Rice

Mrs. Rice had sent a letter raising several points:

1. Why was the post box closed without warning?
2. She objects to the 'Hanningfield Show' being called that when it has nothing to do with the village, and the disturbance it causes.
3. The hedge by the Old School has overgrown the footway.
4. When is the recycling centre going to appear?
5. What is P.C. doing about getting the bus service restored?

Clerk is to reply explaining what P.C. is doing in all these areas, and is to write to Highways about the hedge and C.B.C. about the recycling centre. Mr. Gordon is to be asked to re-open the dialogue with Eastern National now that there is a new managing director.

FINANCEVirement

It was agreed to vire the £5,000 set aside for the Post Office project to the General Reserve as Post Office Counters had confirmed that P.C. would not be invoiced for the setting up of the Post Office in the portable building.

Cheques

The following cheques were signed:

	NET £	VAT £	TOTAL £	
Eastern Electricity	148.00	25.90	173.90	Street lamp;
R. Harvey			119.05	Groundwork & repairs;
J. Grace			108.50	Posts on Tye;
Cornhill Insurance			240.33	Annual premium;
E.H.P.C.C.			190.00	Grant for churchyard maintenance.

Returned Cheques

Barclays have given notice that they will not be returning cheques, starting with the June statement. Clerk is to find out whether the stubs will need to be signed or initialled by the signatories.

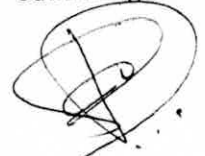
The Meeting adjourned for the Annual Parish Meeting at 8.18 pm and reconvened at 9.22, by which time Mr. Parker and Mr. Gordon had arrived.

PLANNING97/CHL/0573 The Ridings, The Common

There were no objections to the two storey rear extension, alterations and detached double garage.

97/CHL/1013 Alands Farm (formerly Long Meadow), Back Lane

P.C. objected to the permanent retention of the barn. The building was



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built to house livestock, and there is no animal keeping in evidence at the property, and no valid agricultural use has been given for the barn. P.C. does not wish to see the proliferation of built form on the site and notes that application 97/CHL/0011/AG proposes a barn and polytunnels.

ROYAL MAIL POST BOX

On 8th. May, Royal Mail advised the Chairman that Mr. Dunlevey had given notice that he wanted the post box removed from his property; the Victorian box could be retained for the future use of the village; and an Edwardian pillar box was available for immediate installation. On 14th. May, Royal Mail said that asbestos had been found in the box at the Post Office Stores and it had to be closed: it was sealed after the last collection on that day. On 20th. May, councillors held a site meeting to consider the siting of an alternative box.

It is Royal Mail policy not to build brick pillar boxes, they would allow P.C. to do it at P.C.'s expense, which would be approximately £200 & VAT. Although a contractor was supposed to remove the asbestos from the box in the wall so that it could be used until a replacement was installed, Mr. Dunlevey has removed the box and bricked up the wall. It was decided to accept the offer of the Edwardian pillar box, which should be installed on the Tye on the same side of the Chase as the noticeboard. Chairman to contact Royal Mail first thing 30th. May, and Clerk is to write asking for the Victorian box to be retained in the village.

HEDGEROWS ACT

Clerk is to write to C.B.C. Planning to ask how the Act is to be managed and for notification of hedge removal to be forwarded to P.C.

MATTERS FOR REPORT

New Footway - Verge

The ruts have still not been repaired. Clerk to write again.

Tye Footpath

Mr. Jacklin is to visit the households responsible for the trees overhanging the footpath.

The owner of the ex-Post Office Stores is to be asked to cut back the hedge which is overgrowing the footpath, and the P.C.C. is to be asked to cut back the growth in the ditch in front of the church.

Passenger Transport Representative Meetings

Mr. Gordon attended the meeting on 29th. April which had been the first for 18 months. He is waiting to hear whether the meetings are to continue.

Bus Service

The Sunday service is now being run by Thamesway, and is the 11A. Revised Minutes continued on Page 265.

Undergrounding Lines - The Tye

Mr. Gordon has written to BT again.

Anti-social Behaviour

It was noted with regret that a resident had complained that the bus shelter is being used as a urinal. The police are to be informed and to be told that vandalism is continuing including the smashing of the handset in the telephone box a few weeks ago.

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Scarles Croft

Housing is to be reminded about the site meeting which is to discuss the allotment, ditch and hedge plus the parking problem.

Windmill Boot Sale

The management are planning a small scale boot sale. Mr. Gordon is to find out how the plans are proceeding.

There being no further business the Meeting closed at 10.40.


Chairman

26th June 1997

Bus Service continued - Mr Gordon reminded PC that Eastern National had stated there would be no changes to Service 33/33X until completion of the 2 year trial at the end of the Summer. He would be contacting Eastern National in due course to discuss their plans for the Winter timetable.


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JUNE, 1997

E.H.P.C. MINUTES

A Meeting of the Parish Council was held on Thursday, 26th. June, 1997 at 8.01 pm in the Village Hall.

PRESENT

Mr. Dixon in the Chair, Mr. Jacklin, Mr. Applegate, Mr. Parker, Mr. Range, Mr. Wigglesworth, the Clerk and one member of the public.

APOLOGIES FOR ABSENCE

Apologies for absence had been received from Mr. Gordon.

MINUTES OF THE PREVIOUS MEETING

Under 'Matters for Report' and the sub-heading 'Bus Service', the following two sentences were added, being written on page 265 due to lack of space on page 264: Mr. Gordon reminded P.C. that Eastern National had stated there would be no change to Service 33/33X until completion of the 2 year trial at the end of the Summer. He would be contacting Eastern National in due course to discuss their plans for the Winter timetable. The Minutes were then signed as a true record of the Meeting held on 29th. May, 1997.

PUBLIC QUESTION TIME

The Meeting adjourned for questions from Mr. Huggins of Scarles Croft who was enquiring about the disused allotment and the parking problem at Scarles Croft. He asked to be kept informed about developments.

MATTERS ARISING FROM THE MINUTES OF THE PREVIOUS MEETING

Tye Footpath

Mr. Jacklin reported that Mrs. Saunders at Kincorth has undertaken to have the overhanging tree cut back. Clerk is to contact the Police about the overgrowth from the police house garden.

Rural Housing Trust

The meeting of the working party with Mrs. Moore took place on 3rd. June. She has offered to show councillors the Trust's housing developments in the Uttlesford District. Clerk is to arrange an evening before 20th. July. Clerk is also to arrange an informal meeting with Mrs. Pennyfold of C.B.C. Housing and Mr. Stebbing of C.B.C. Planning.

Post Box

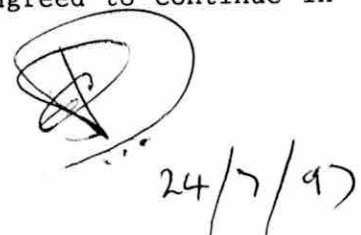
Mr. Wigglesworth has a paving slab which could be installed in front of the post box if necessary. It was decided that Mr. Harvey could do this as part of his grounds work duties.

Royal Mail has replied to Clerk's letter that it is required to continue retaining the plate on the understanding that it will not be used for any other posting facility without informing P.C.

Clerk is to write again asking for a written restatement of the verbal assurance given to the Chairman that the plate would be retained for East Hanningfield.

P.C. Representatives

Mesdames Chadwick and Seymour and Mr. Applegate have agreed to continue in



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their respective posts.

Recycling Centre

As there is no longer a requirement of local authorities to seek competitive tenders, C.B.C. will be able to manage the recycling centre 'in house', and will be able to proceed with the installation shortly. C.B.C. is able to manage the site at a lower cost than was tendered.

Scarles Croft

The officer arranging the site meeting is away until 1st. July, so Clerk will contact him on his return. It was decided not to include a residents' representative at this particular meeting.

New Footway - Verge

Clerk has received confirmation that the verge will be reinstated within three weeks. The Chairman has been told that the bollards are also to be replaced within a week.

Hedgerows Regulations 1997

C.B.C. has confirmed that it is required to consult with P.C. on receipt of a hedgerow removal notice.

Status of the Tye

A reply has been received from N.A.L.C. to Clerk's letter requesting advice about the Borough Council's assertion that the Tye is public highway. It is the N.A.L.C. opinion that C.B.C.'s evidence is not conclusive, and that P.C. should contact the County Council, as the Highway Authority, on this matter.

Clerk is to write to the County Council and circulate a copy of the N.A.L.C. letter.

CORRESPONDENCE

Former Post Office Stores

Mr. Dunlevey alleges that while Mr. Harvey was using the hayter near his premises, a stone was thrown up and broke a pane of glass in his front door. It is Mr. Harvey's considered opinion that a stone could not have been thrown at the door from where he was mowing.

Clerk is to contact the insurer for a claim form. The insurer is to deal with the matter.

Essex Playing Fields and Childrens Play Association

The E.P.F.C.P.A. is asking P.C. to rejoin. It was decided that this is unnecessary as H.F.C. has membership.

Mrs. Walentowicz

Mrs. Walentowicz has replied to Clerk's appeal in the Newsletter. She agrees with the undergrounding of the lines on the Tye, if not too expensive. She is concerned that BMX equipment would be vandalised and believes the insurance would be high.

R.C.C.E. A.G.M. 3rd. July, Pavilion, Essex County Showground

Chairman is to let Clerk know whether he can attend. Clerk believes she if able to attend.

E.A.L.C. A.G.M. 9th. July, Walton on the Naze

Clerk is to represent P.C. at the A.G.M. P.C. supports the proposed amendments to the Constitution.

Roller-hockey

Shaun Notley of Clinton Close has asked for consideration to be given to the installation of a roller-hockey pitch in the village. Clerk is to obtain information, which is to be circulated and passed to H.F.C.

FINANCEStreet Lighting Grant

C.B.C. has paid the 50% grant of £74, which has been paid into the current account.

The light has not been energized. Clerk is to contact E.E.

Cheques

The following cheque was signed between Meetings:

	NET £	VAT £	TOTAL £	
Printing Place			138.00	Summer Newsletter.
The following cheques were signed at the Meeting:				
Essex Landscape Svs	228.80	40.04	268.84	Mowing;
K. Plumridge	695.05	8.27	703.32	Salary &
				reimbursements;
R. Harvey			86.00	Grounds work.

Annual Audit 1996/7

Clerk reported that, although the figures were correct the auditor had asked for the accounts to be re-presented, with the long term loan interest payments separate from the loan capital repayments. Clerk has done this and is waiting for the auditor to inspect them before putting them on public display.

E.A.L.C. A.G.M.

In view of the distance to the A.G.M. at Walton on the Naze, it was decided that P.C. should agree to pay Clerk's travelling expenses at the D.O.E. rate of 35.1p per mile.

PLANNING97/CHL/0664 The Spinney, Back Lane

Clerk responded to this application between Meetings, in consultation with councillors, because representations were required at C.B.C. by 18th. June. P.C. objects to the application to remove the agricultural tie. The site lies outside the defined settlement boundary. The house was granted permission exceptionally following a trial period for the agricultural enterprise. Planning permission was granted on the precise condition that the house is part of an agricultural holding. There is no justification to remove the agricultural condition, which the applicant entered into knowing the risks. The lifting of the condition would set a precedent in the area.

97/CHL/0757 The Elms Bennetts Avenue

P.C. has no objection to the proposed utility/porch at the rear of the dwelling.

Appeal Bromley Lodge, Tile Works Lane (96/CHL/1022)

An appeal has been made following refusal of planning permission. Clerk is to request a copy of the decision letter.

The Chairman and Vice Chairman declared an interest in the following item and left the room.

97/CHL/0739 Site rear of Copperfield, Old Church Road

P.C. objects to the proposed manège. The manège would be inconsistent with the agricultural status of the property. It would constitute overdevelopment of the site, and would cause noise and visual intrusion for the neighbouring properties. It should be noted that the plan supplied with the application is highly misleading in that it shows the former



agricultural buildings where there are now three dwelling houses, and describes the area behind the proposed manège as paddock when it is agricultural land.

Should C.B.C. decide to grant permission, P.C. asks for a condition to be applied requiring the manège to be for domestic use only.

The Chairman and the Vice Chairman returned to the Meeting.

PUBLIC PATH DIVERSION ORDER (FOOTPATH 16 NORTH, EAST HANNINGFIELD)

Clerk is to write objecting to the proposed diversion order reiterating P.C.'s former arguments, with copies to Michael Clark MP and the D.o.E. It was noted that Mrs. Gordon and the Chairman have been active in persuading people to write letters of objection.

ESSEX COUNTY STRUCTURE PLAN - CONSULTATION

Clerk is to draft a response to the Plan using notes made by councillors. The Plan is to be re-circulated.

NORTH ESSEX HEALTH AUTHORITY DISCUSSION PAPER 'TAKING THE INITIATIVE'

It was decided not to respond to the discussion paper at this early stage.

SUMMER HOLIDAY ACTIVITIES

It was decided that Clerk should prepare a leaflet for a house to house drop. If found necessary there will be two drops during the Summer.

MATTERS FOR REPORT

Footpaths

Mr. Gordon has expressed the view that it would be pointless to produce parish walks leaflets when paths are obstructed, and cannot be walked.

Mr. Parker is to speak to the landowner about the footpaths which are blocked by oil seed rape.

The Clerk is to register a protest with Environmental Services at C.B.C. about the clay pigeon shooting near the footpath during the 'Hanningfield Show', as it is illegal to shoot within 50ft. of a footpath. A copy is to be sent to Highways.

Clerk is to write to the C.B.C. Footpaths Officer about the broken stile at the further end of the Robson's field.

Village Gateways

The contractor is to repaint the red road surface, because he was supplied with a substandard product which does not have the same anti-slip properties as the surrounding road surface.

Village Tidy-up

Mr. Applegate thanked everyone who took part in the tidy-up. It was thought that there was not so much litter to pick up this year. The Chairman has received a letter from C.B.C. thanking P.C. for taking part in the National Spring Clean.

Car Crash Debris

The Chairman is to arrange for C.B.C. to clear away the remaining debris following a car crash near Common Farm, Bicknacre Road.



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'Highwater Farm'

Mr. Dickman of Highfields has complained that the area where parking took place during the 'Show' has been poisoned.

Tye Path

Mr. Range and Mr. Jacklin are to inspect the path, with a view to establishing the extent of repairs required, and report back to the next Meeting.

Hedges

The owner of the Old School have been given six weeks notice to cut back their hedge, by C.B.C. Mr. Parker undertook to talk to the owner. It was noted that the hedge by the new footway will require cutting back soon.

BA (Hons) Local Policy

The Clerk has completed the course and awaits her results.

Catering Trailer - Howe Green

The Chairman has written to Mr. Cockersole at E.C.C. objecting to the County Council's inaction regarding the catering trailer.

Treated Sewage

Details are to be circulated regarding the proposition that twice treated sewage water should be fed into Hanningfield Water.

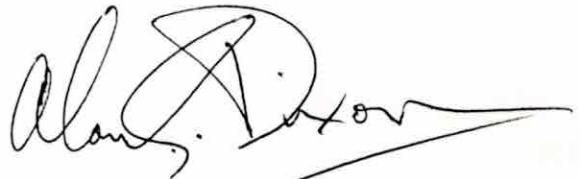
Lorry Parking - Village Hall Chase

A maximum size lorry trailer had been parked in the Village Hall Chase. Cobb agreed to take action to ensure that the incident would not happen again.

Three Horseshoes PH

Clerk has sent a reminder to the landlord that his standing board on the grass island is in breach of the byelaws.

There being no further business the Meeting closed at 11.03.



Chairman

24th July, 1997

A Meeting of the Parish Council was held on Thursday, 24th. July, 1997 at 8.01 pm in the Village Hall.

PRESENT

Mr. Dixon in the Chair, Mr. Jacklin, Mr. Applegate, Mr. Parker and the Clerk.

APOLOGIES FOR ABSENCE

Apologies for absence had been received from Mr. Gordon and Mr. Range and Mr. Wigglesworth had indicated that his arrival would be delayed.

MINUTES OF THE PREVIOUS MEETING

The Minutes were signed as a true record of the Meeting held on 26th. June, 1997.

MATTERS ARISING FROM THE MINUTES OF THE PREVIOUS MEETING

Footpaths

Mr. Parker reported that he had spoken to the landowner whose land is crossed by the obstructed footpaths. The statutory metre width had not been cleared, but the landowner had felt that the paths were being kept open by people walking them. The period of heavy rain had led to the crops closing over the paths and making them impassable. He has agreed to ensure that all the paths across his land will be cut back to the full metre width next year.

A copy of a letter to E.C.C. from Mrs. Gordon concerning the obstructed paths is to be circulated.

Hedges

It was noted that the hedge beside the Old School has been cut back.

Tye Footpath

It was noted that the overgrowth from the Police House garden has been cut back.

Mr. Jacklin reported that the path has been inspected and some bad patches have been found. It was decided that a decision could not be made concerning possible repairs to the path until Mr. Harvey has cut back the grass covering the path edges, which he has been asked to do.

The matter will be brought back to the next or a subsequent Meeting.

Scarles Croft

A site meeting took place at 10 am on 9th. July. It was attended by Ann Skippers of Planning, Nigel Perks of Housing, the Chairman, Vice-Chairman, Mr. Gordon and the Clerk. It was agreed that Housing would cut down the weed growth on Mr. Harvery's allotment, but this has yet to be done. The possibility of parking spaces being permitted on the greensward behind the Scarles Croft hedge was discussed, but an impediment was found in that the ownership of the piece of land has not been established positively. The Housing Dept. definitely has no money for parking provision.

The Chairman is to keep P.C. informed about the progress of this matter at C.B.C.

Three Horseshoes P.H.

The standing board has been removed from the Tye.



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BA (Hons) Local Policy

The Clerk was congratulated on achieving first class honours.

Footpath 16 (Northern Section)

Dr. Michael Clark MP has agreed to look at the documentation when the matter reaches the Department of the Environment.

The diversion has been referred back to the Environment Committee at C.B.C. following a great many objections. It will not go to the Secretary of State until C.B.C. has decided to confirm the decision.

R.C.C.E. A.G.M. 3rd. July

The Clerk attended. East Hanningfield did not win any prizes in this year's Best Kept Village Competition. The talk by Mike Alder, Principal of University College, Writtle, was particularly interesting as he argued that what is locally termed redundant agricultural land in global terms is not redundant, as there is a shortage of land suitable for food production, and agricultural land in this country will soon be in short supply.

E.A.L.C. A.G.M. 9th. July

The Clerk attended and was awarded a prize for achieving the BA (Hons). The resolutions to amend the constitution were carried. There were resolutions from parish councils.

Rural Housing Trust

An informal meeting took place on 9th. July, and was attended by Mrs. Moor of the R.H.T., Mrs. Penniford of C.B.C. Housing and Mr. Stebbing of C.B.C. Planning.

Councillors visited the R.H.T. housing sites at Great Bromley, Layer de Haye, Fingringhoe and Dedham on 17th. July. The housing was a mix of rent and shared ownership and integrated well with the environment.

Catering Trailer - Howe Green

The Chairman has received a reply from E.C.C. saying that there have been no complaints about the trailer. A copy is to be circulated and another sent to Sandon P.C.

CORRESPONDENCEBest Kept Village Competition

The judge's report has been received. There was litter in the telephone and bus shelter; there was a broken bin and dog fouling in the children's play area; and weed and hedge growth around the Village Hall needed cutting back.

Mr. Jacklin is to ask the groundsman whether he is able to continue with the village work now that he has moved.

The Clerk is to write about the judge's findings in the next Newsletter. Mr. Applegate is to talk to H.F.C. about the groundsman.

Parish Paths Partnership Courses

Details of the courses taking place in the Autumn are to be re-circulated.

FINANCETravelling Expenses

It was agreed to pay Mr. Parker travelling expenses for the use of his car for the visit to the R.H.T. sites, at the rate of 12.4p per mile, for 10 miles.

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Cheques

The following cheques were signed:

	NET £	VAT £	TOTAL £	
Essex Landscapes Services	206.10	36.06	242.16	Mowing;
R. Harvey			75.00	Grounds work;
K. Plumridge			249.14	Salary & reimbursements;
D.G. Parker			10.54	Travelling;

Clerk's Salary

In recognition of the Clerk's new qualification it was agreed to raise her salary by one increment to 19 on the recommended scale. The 1996/97 hourly rate on this scale is £6.40. The new rate is awaited.

Following recording of the Clerk's hours of work it was agreed to increase her hours to 40 per month.

The Clerk is to continue to monitor her hours, and warn P.C. if they are likely to increase markedly.

PLANNINGHyde Hall Garden, Rettendon - Highway Considerations

P.C. considered the plans for a new access to Hyde Hall from a T junction on East Hanningfield Road:

P.C. objected to the proposed new access road to carry traffic to the Hyde Hall Garden entrance.

The new T junction would be at a point on the East Hanningfield Road where there are poor sight lines, and there have been accidents on this road.

Bringing all the traffic on to the East Hanningfield Road means that the increased numbers expected with the development of the Garden would be travelling through the nearby communities of Rettendon Common, East Hanningfield, Howe Green and Bicknacre.

P.C. is of the opinion that alternative access routes should be given serious consideration and has two alternative suggestions which would be preferable to the current proposal:

1. An access road from the Fen Farm roundabout at the farend of Crephedge Lane would prevent traffic to the Garden from passing through the nearby villages;
2. A single track entrance off Creephedge Lane, with the exit on to Buckhatch Lane would halve the amount of traffic going through the villages.

97/CHL/0889,0890,0891 Highlands Farm, Southend Road, Rettendon

P.C. has no objection to the erection of the new poultry buildings, but questions the retention of the existing buildings. There are already buildings on the site which are redundant or being used for non-agricultural purposes, so P.C. would wish to see the redundant chicken houses removed.

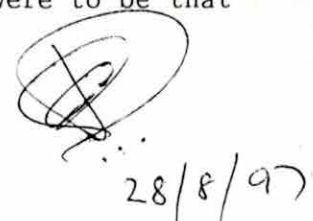
P.C. welcomes the proposed landscaping.

97/CHL/0910 1 Rough Hill Farm Cottages

This application had not completed circulation. It was decided that the Clerk should respond to this application in consultation with councillors between Meetings.

ESSEX COUNTY STRUCTURE PLAN

Mr. Applegate had produced some extra comments which the Clerk was to add to the draft response. The main points made in the response were to be that



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the housing policy, which concentrates housing along the A12 corridor, is not sustainable; that the rural road network must be suitable if redundant farm buildings are to be converted to other uses; the rail network must be upgraded; park and ride schemes and a truly integrated public transport system must be in place before measures are taken to discourage travel by car; catering and toilet stops need to be planned into the road network.

MATTERS FOR REPORT

Alands Farm formerly Long Meadow, Back Lane

The site is being used as the centre for a horticultural business, which in planning terms counts as agriculture. It is the architectural materials on the site which is the questionable area.

A planning application to regularise what is going on at the site is expected. The Chairman is to ask the Planning officers what stage this has reached.

The Clerk is to report the sinking road at the Farm entrance to Engineering Services.

Tree Planting

Some of the trees planted in recent years have not survived. This subject is to be brought back to the next Meeting.

Youth Projects

The level of interest expressed in the BMX project was very low, and it is unlikely therefore to proceed.

H.F.C. are presently moving forward with a wall project. This would be less likely to be damaged and would be safer to use than BMX equipment. They have applied for C.B.C. funding towards the cost.

Clerk is to research what is involved in having a youth worker for the village.

The Common Name Board

This is falling over because the posts and supporting board are rotten. The Chairman is to talk informally to Highways staff about its repair.

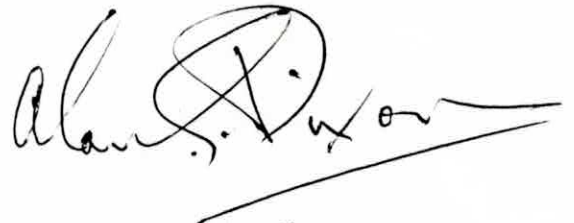
Water Main Burst

Clerk has written to the water company following a burst on the Tye near Rough Hill House. An acknowledgement has been received saying that the person who will deal with this matter is on holiday and will reply later. The reply will be circulated when it arrives.

Millenium

The Clerk has received a phone call from a parishioner suggesting a village sign as a suitable project for the millenium. This matter is to be brought back to the Meeting in six months time.

There being no further business the Meeting closed at 10.46.


Chairman

28th August 1997

A Meeting of the Parish Council was held on Thursday, 28th. August, 1997 at 8.01 pm in the Village Hall.

PRESENT

Mr. Dixon in the Chair, Mr. Jacklin, Mr. Gordon, Mr. Parker, Mr. Wigglesworth and the Clerk.

APOLOGIES FOR ABSENCE

An apology for absence had been received from Mr. Applegate and a letter of resignation had been received from Mr. Range.

MINUTES OF THE PREVIOUS MEETING

The Minutes were signed as a true record of the Meeting held on 24th. July, 1997.

MATTERS ARISING FROM THE MINUTES OF THE PREVIOUS MEETING

Three Horseshoes P.H.

It was noted that a new board has appeared on the grass island advertising for staff. The P.H. is under new management. The Chairman and Vice Chairman will visit when the identity of the new manager is known.

Tye Footpath

The groundsman is yet to clear the footpath edges.

Groundsman

Mr. Harvey wishes to continue to carry out the grounds work.

Youth Projects

The Clerk has the name and telephone number of the County Youth worker but has not been able to make contact.

Water Main Burst

There was another main burst on the Tye last week. Clerk is to write to the Water Co. again.

Scarles Croft

The new Housing Manager has visited the site and has agreed that there is a need for a parking scheme. The grass area and allotment have been confirmed as the property of C.B.C. The allotment has been cleared of weeds. The hedge has been cut at top and back but not at the front.

Catering Trailer - Howe Green

The correspondence is now to be circulated.

Alands Farm formerly Long Meadow, Back Lane

No planning application has been lodged with C.B.C.

Common Name Board

The posts are concrete so only the supporting board needs replacing.

CORRESPONDENCE

Clay Pigeon Shooting - 'High Water Farm'

Environmental Svs. at C.B.C. has advised that the matter of shot falling on the footpath is a police matter, but has undertaken to contact the organiser of the event so that improvements can be made for future events.

Enhancing Local Democracy

It was decided that the Clerk should not respond to the questionnaire


25/9/97

regarding the involvement of children and young people.

Managing Land for Wildlife - Training Day

Information about the training day has been passed to H.F.C. No further action is to be taken.

East Hanningfield Tye

E.C.C. has confirmed that only the carriageway constitutes the maintainable highway. Clerk is to write to C.B.C. to ask for the Old Church Road name board to be removed from the Tye.

Mini Recycling Banks

The banks have been installed at the Village Hall and Windmill car parks.

Mid Essex Community Health Council

The minutes with Mrs. Chadwick's notes have been circulated.

FINANCE

Clerk's Salary

It was agreed to increase the Clerk's salary by 2½% with effect from 1st. April, 1997, in line with the nationally agreed scales. The Clerk's hourly rate thus increases from £6.40 to £6.56.

Cheques

The following cheque was signed between Meetings:

	NET £	VAT £	TOTAL £	
Public Works Loan Account			248.36	Field loan.

The following cheques were signed at the Meeting:

A.C.D.P.C.			18.00	Ann. sub;
Public Works Loan Account			717.66	Hall loan;
R. Harvey			127.00	Groundwork;
K. Plumridge			286.83	Salary & post;
Printing Place			138.50	Autumn News.

Groundman

Mr. Harvey is to be asked to record the hours worked on his invoices in addition to the work done.

PLANNING

97/CHL/0910 1 Rough Hill Farm Cottages

The Clerk responded to this application in consultation with councillors between Meetings as the plans had not fully circulated before the last Meeting. There were no objections to the proposed dormer window.

97/CHL/1064 The Old Forge, The Tye

There were no objections to the proposed replacement rear extension, but P.C. wished to see the retention of the chimney on the end of the single storey side extension and of the soldier course above the small front window which is to be moved.

97/CHL/1096 Tiffanys, Back Lane

P.C. noted the copy of the neighbours' comments. There were no objections to the proposed pitched roof over the existing garage.

97/CHL/1127 Fairview, Bennetts Avenue

There were no objections to the proposed conservatory at the rear.

VILLAGE FETE - 13th. SEPTEMBER

It was agreed that the byelaws relating to Hanna's Field should be relaxed on the 13th. September to allow the fete activities to take place.

(276)

Alan Dixon
25/9/97

RURAL HOUSING TRUST

The Rural Housing Trust has requested a public Meeting to present their proposed scheme, to ascertain the level of support within the community, and to obtain the names of those definitiely interested in benefiting from the scheme. P.C. supports the principle of the scheme as developed and the holding of the public meeting at the earliest achievable date. The public meeting might take place as early as 30th. September.

CASUAL VACANCY

A vacancy arose on P.C. on 23rd. August when the resignation of Richard Range was received. Notices of the vacancy were posted on the P.C. noticeboards immediately, and the Returning Officer at C.B.C. was informed by letter. If a poll is requested by not less than 10 local government electors within 14 days of that date, a by-election will be held to fill the vacancy. Otherwise, P.C. will fill the vacancy by co-option. Clerk is to write to Mr. Range to thank him for the work he has done for P.C.

DOGS FOULING OF LAND ACT

C.B.C. has asked P.C. to nominate land to be designated under the Act. Clerk is to write nominating the following:

- grassed area between the School gate and the Tye;
- verge from the Old Forge to Willis Farm;
- verge beside Rails Farmhouse from 40 mph sign to Old Church Road;
- Bridon Close green and verges;
- Ashley Green verges;
- Abbeyfields site splays;
- Highfields site splay.

Clerk is to ask what plans there are for enforcement.

HANNA'S FIELD CHARITY PLAY WALL

H.F.C. has asked for P.C.'s support for their play wall project. P.C. supports the project in principle and is minded to make a financial contribution which will match the contribution made by H.F.C. from its own funds to a maximum of £1,000.

TREE PLANTING

It was agreed to ask the C.B.C. arboriculturist to advise as to suitability of species, and to instruct the contractor to replace the trees which had died up to the maximum amount of finance remaining in the tree planting fund, which is £108.

POST OFFICE

The P.O. has been closed since the burglary on the night of 14/15th. August, but the closure is not to be permanent. Improved security arrangements are being installed, which P.O. Counters do not think will be completed until 10th. September. The Chairman has been in contact asking for the work to be completed sooner because the delay is causing loss of


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AUGUST, 1997

E.H.P.C. MINUTES

business.

Clerk is to write to ask for the re-opening to be speeded up and to say that P.C. is pleased to have the assurance that the Office will open.

Clerk is to post a bulletin on the noticeboards to let people know what is happening, and to prepare a leaflet drop when the date of opening is known.

Mr. Wigglesworth left the Meeting at this point.

MATTERS FOR REPORT

Street Light - Back Lane

The light at the end of the Filliol Close passage is not working. Clerk to report.

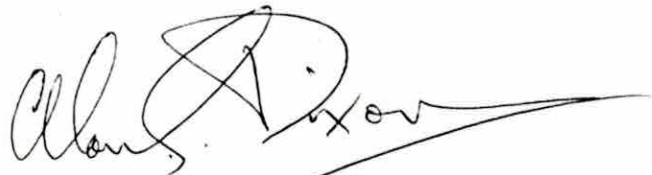
Speeding - Back Lane

It was noted that there have been complaints from residents concerning speeding in Back Lane. The responses to the speed limits reduction proposals are still being considered.

Pyracanthus on Tye

The groundsman is to cut the shrub back so that the bramble growing amongst it can be identified and poisoned.

There being no further business the Meeting closed at 10.27.

A handwritten signature in black ink, appearing to read "Alan Dixon". The signature is stylized with a large, looping initial "A" and a long horizontal stroke extending to the right.

25th September 1997

A Meeting of the Parish Council was held on Thursday, 25th. September, 1997 at 8 pm in the Village Hall.

PRESENT

Mr. Dixon in the Chair, Mr. Jacklin, Mr. Gordon, Mr. Wigglesworth and the Clerk.

APOLOGIES FOR ABSENCE

Apologies for absence had been received from Mr. Applegate.

MINUTES OF THE PREVIOUS MEETING

The Minutes were signed as a true record of the Meeting held on 28th. August, 1997.

MATTERS ARISING FROM THE MINUTES OF THE PREVIOUS MEETING

Scarles Croft

Mr. J. Jervis, the C.B.C. Horticultural Officer, has written explaining why the hedge had to be cut under two separate contracts and how this was delayed by the requirement to obtain written quotations.

Casual Vacancy

A poll has not been requested, so P.C. must now fill the vacancy by co-option. As yet no candidate has been identified.

Mr. Gordon arrived at this point.

Youth Service

The Clerk, Mr. Applegate, and David Cottey visited Krysia Dodson of the Essex Youth Service on Monday, 22nd. September. She suggested setting up a meeting to talk to the local young people to find out how the Youth Service can help them. Subject to funding, she suggests that if P.C. could provide the premises the Youth Service could provide a professional youth worker to come to the village. An alternative possibility might be to provide transport to centres where activities are already taking place.

Clerk is to arrange a meeting at the Village Hall.

Rural Housing Trust

The public meeting is to take place on 30th. September. Councillors are to deliver publicity leaflets door to door.

Post Office

Post Office Counters Ltd. was unable to speed up the re-opening, which took place on 10th. September and was publicised by a P.C. leaflet drop.

Three Horseshoes

The identity of the new landlord has not been established, so the Chairman and Vice Chairman have not visited.

Tye Footpath

The Chairman is to arrange for someone from C.B.C. to inspect the Tye footpath.

Water Main Bursts

The Chairman reported that seeded topsoil had been put on the site of the first burst on the Tye, but not on the second. There has been no reply to Clerk's letter concerning the bursts. She is to write again if one is not

forthcoming within a few days.

Mr. Wigglesworth reported that there is a mains leak outside Bywater, and it has been inspected by the Water Co. There was a burst last week West of Oaklands in Old Church Road.

Alands Farm

The Chairman is pushing planning officers to establish what is going on at the site in planning terms.

CORRESPONDENCE

C.B.C. Parish Council Seminar: Community Safety in the Borough

This will take place at Civic Centre on 28th. October. The Clerk is to ask Mr. Applegate and Mr. Parker if they wish to attend.

Partnerships in Local Service Delivery

Clerk requested to attend the third of the Cheltenham Schools on 15th. & 16th. December. This item is to be carried to Finance.

E.A.L.C. Annual Conference 30/10/97

It was decided to send one representative. Clerk is to attend if Mr. Applegate and Mr. Parker are not interested.

Chelmsford Borough Forum 6/10/97

The subject will be 'Taking the Initiative' the consultation process being carried out by North Essex Health Authority. Advance booking is not required.

School Governing Body

Brian Larkman, P.C.'s representative, has moved out of the village but has offered to continue on the governing body. Clerk is to write thanking him for his offer and asking him to continue.

Rural Development Commission - Village Shop Development Scheme

Clerk has confirmed that the Post Master has received a copy.

Alleged Accident - Three Horseshoes Car Park

P.C. has received a letter from Thompsons Solicitors claiming that their client, John Pearce, on 6/9/96 suffered a fractured leg in an accident which was due to the state of the car park. Clerk has sent copies to Cornhill with correspondence showing that maintenance of the car park is the responsibility of the public house management.

Developing an Integrated Transport Policy

A response to this D.o.E. consultation document will be prepared at the next Meeting.

FINANCE

Youth Meeting

It was agreed to hire the small hall in the Village Hall for the Youth Meeting to an amount not exceeding £15.

Eastern Electricity

E.E. had failed to supply a quote for the cost of supplying the power to the new lamp. A quote of £108 is to be accepted. Clerk has confirmed that C.B.C. will refund 50%.

Cheltenham School

It was agreed that Clerk should attend the School at a fee of £30 plus one night's accommodation. The total is not to exceed the £64 remaining in the Clerk's course budget.

(Handwritten initials) 23/10/97

Cheques

The following cheques were signed:

	NET £	VAT £	Total £
Hanna's Field Charity			64.25 Hall hire Summer activities;
Essex County Council	21.96	3.84	25.80 Office supplies;
R. Harvey			72.00 Grounds work;
K. Plumridge			267.43 Salary & reimbursements;
C.G.C.H.E.			30.00 School fee;
E.A.L.C.			15.00 Conference fee.

PLANNING97/CHL/1258 Lodge Farm, Old Church Road

P.C. objects to the change of use of the pig units to office storage and haulage yard with some commercial vehicle repairs. The site is not served by a suitable highway. The exit on to the A130 is dangerous and through the village is unsuitable for the haulage vehicles using the site. The site is part of a successful agricultural holding and should remain in agriculture.

APPLICATION TO TRANSFER JUSTICES' LICENCE

There were no objections to the transfer of the licence in respect of the Plough and Sail to Alistair Hugh France and Mark Fancy.

DECEMBER MEETING

As the fourth Thursday in December falls on 25th., it was decided to hold the December Meeting on 8th. January, 1998.

MATTERS FOR REPORTAntisocial Behaviour

Bottles are being broken regularly on the footpath behind the Old Forge. Clerk is to report in the next Newsletter that children are drinking there. Molotov cocktails are being thrown into the sports courts, and some young hirers are being intimidated by young people who climb over the fence. Clerk is to write to H.F.C.'s insurer, who asked for the barbed wire to be removed, to say that it should be replaced because of the problems there.

Sports Initiative

Clerk is to contact Jane Fuller to ask how successful the Summer sports were and what plans there are for the future.

Woodham Ferrers & Bicknacre P.C.

A mound of topsoil has been provided for use by BMX riders at Bicknacre at an approximate cost of £400.

Youth Football

Hanna's Field Charity is trying to persuade the Football Club to provide a youth section for youngsters in the village.

There being no further business the Meeting closed at 9.22.

to Jacklin
via Chairman
 23-10-97

OCTOBER, 1997

E.H.P.C. MINUTES

A Meeting of the Parish Council was held on Thursday, 23rd. October, 1997 at 8.05 pm in the Village Hall.

PRESENT

Mr. Jacklin in the Chair, Mr. Applegate, Mr. Parker, Mr. Wigglesworth and the Clerk.

APOLOGIES FOR ABSENCE

Apologies for absence had been received from Mr. Gordon and the Chairman had indicated that his arrival would be delayed.

MINUTES OF THE PREVIOUS MEETING

The Minutes were signed as a true record of the Meeting held on 25th. September, 1997.

MATTERS ARISING FROM THE MINUTES OF THE PREVIOUS MEETING

H.F.C.'s Insurer

The Clerk has to liaise with H.F.C.'s Treasurer concerning the Charity's insurer.

Rural Housing Trust

Two residents expressed interest in the affordable housing scheme at the public meeting, and five have obtained forms from the Post Office. If not enough people return the forms within the next few weeks, R.H.T. will provide reminder leaflets for a house to house drop.

Casual Vacancy

As yet no-one has come forward to fill the vacancy. Clerk is to publicise it in the next Newsletter.

Youth Service

A public meeting has been arranged for 12th. November at 7.30 pm in the Village Hall. The Youth Service will provide leaflets for a house to house drop.

The Chairman arrived at this point and assumed the Chair. He apologised for his late arrival. Mr. Jacklin apologised for his early departure and left the Meeting.

Water Main Bursts

A reply has been received from Essex and Suffolk Water regarding the recent bursts. A decision has yet to be made concerning the replacement of mains in the 1998/99 programme.

C.B.C. Parish Council Seminar: Community Safety in the Borough

No councillors expressed interest in attending the seminar. The A.C.D.P.C. has abandoned its Autumn Meeting which was to have covered the same subject and has asked representatives to attend the C.B.C. seminar instead.

E.A.L.C. Annual Conference

The conference has been cancelled due to lack of interest. The fee will be refunded.

Alleged Accident - Three Horseshoes Car Park

There has been no further correspondence on this matter.

RS

Three Horseshoes

As Mr. Jacklin has been away, he and the Chairman have not visited the new manager. It was noted that C.B.C. Planning are looking at the banners which have appeared on the building.

Tye Footpath

The Chairman and a C.B.C. Highways engineer examined the entire length of the footpath. The engineer advised that the path could be left as it is as the cracks will probably close after some rain; the cracks could be cosmetically sealed and then covered with top dressing; or the whole path could be dug up and rebuilt. The conclusion was that work to the path is unnecessary at this moment. He also advised that kerbing is unnecessary, although the overgrowth of grass needs to be cut away from time to time. On this advice it was decided to leave the path as it is.

CORRESPONDENCEE.A.L.C. Chairman's Conference 29/12/97

There was no interest in attending the conference.

E.A.L.C. Planning Applications Briefing

Mr. Gordon had expressed interest in attending the briefing. This matter to be carried to Finance.

C.B.C. Speed Limit Review

C.B.C. is proposing to reduce the speed limit in the village to 30 mph in Old Church Road from the Pan Lane Junction; at the Common from just before the double bend; at Bicknacre Road from the start of the built up area; and on Rettendon Road from the Road Stone Depot. Clerk is to respond saying the P.C. approves of this change, but continues to ask for a 20 mph limit on the Highfields, Ashley Green/Coulde Dennis, and Abbeyfields estates. Also C.B.C. is to be requested to provide repeater roundels on the road surface through the area.

Police Meeting 4/11/97

The Chairman and Mr. Applegate are to let the Clerk know whether they are available to attend the meeting which is on the subject of the Essex Police Annual Plan 1997/98.

Essex Draft Rural Strategy

The Summary is to be circulated and requires a response by the end of December.

E.C.C. Agenda 21 Fund & Air Quality in Essex

These are to be circulated.

Hyde Hall - Planning Site Visit 10/10/97

The Clerk attended as an observer. It was noted that the subsequent C.B.C. Environment Committee Meeting turned down the Hyde Hall Master Plan due to highway considerations.

E.C.C. Rail Day 8/10/97

The Chairman attended and concluded that it had been a very positive event. Papers and notes from the meeting are to be circulated.

"Taking the Initiative"

More copies of the North Essex Health Authority's consultation document are to be obtained and circulated. The list of discussion groups is to be copied and circulated. Councillors are to let Clerk know whether they can attend any of the groups.

M.E.C.H.C.

Mrs. Chadwick has resigned her position as P.C.'s representative at M.E.C.H.C. Clerk is to thank her for her very valuable service in keeping P.C. informed about the meetings, and for explaining what has been happening. Clerk is to ask for someone to replace her by writing in the next Newsletter.

FINANCECheques

The following cheques were signed:

	NET £	VAT £	TOTAL £	
Essex Landscape Services	228.80	40.04	268.84	Mowing;
Chelmsford Borough Council	100.00	17.50	117.50	Sportsmobile;
K. Plumridge	293.77	4.24	298.01	Salary,
				telephone, post etc.;
Royal British Legion			55.00	Poppy wreath;
E.A.L.C.			5.00	Planning
				seminar.

Half Yearly Statement of Account

The account was noted.

Budget 1998/99

An initial discussion about the budget identified an expected 3% increase in expenditure due to inflation; the already agreed £1,000 maximum contribution to H.F.C.'s kick wall; and the need to increase the reserve for possible future projects such as increased youth facilities, undergrounding on the Tye, Common footway extension and shop project.

Newsletter Prizes

It was agreed to allow up to £30 expenditure on prizes for the Christmas Cover Competition.

Dog Bins

Clerk reported that she had had considerable trouble in getting the dog bin at the entrance to the playing field emptied. Eventually she was told that the contractors would not empty it because there was no lining sack. Clerk replaced the bin with a spare bin and tipped the contents into sacks which were put in other bins. The bin was still not emptied so she complained again.

There had been a lining sack but because the sack holder was missing the sack had slipped down into the bin. It is thought that the holders go missing when the sacks are not inserted properly. Clerk is to write to C.B.C. explaining how the sacks should be inserted. Clerk is to order 5 sack holds at a cost of £3.95 & VAT & postage.

Planning97/CHL/1274 9 Abbeyfields

There were no objections to the proposed single storey extension and conservatory.

Appeal - O.S. Field 176 (App. 97/CHL/177)

There has been an appeal against the refusal of planning permission to build a house. P.C. decided not to make further comment.

VILLAGE SHOP

It was decided to ask Mr. Voyce for an informal meeting with councillors, possibly on a Saturday lunch time. The subject is then to be brought back to the next Meeting.

DEVELOPING AN INTEGRATED TRANSPORT STRATEGY

The draft response was confirmed with the following additions:

- a) Road schemes should not be allowed to compromise possible public transport schemes;
- b) Crossrail should be re-introduced;
- c) The Regulators' role should be strengthened to look after users' interests;
- d) Appropriate freight should be carried by water;
- e) Tourism - Public transport should be publicised abroad and the quality of links improved;
- f) a mandatory element of planning applications for development should be an impact study of the development on the local infrastructure.

MATTERS FOR REPORT

Paper Recycling

It is not known whether the School approves of residents using its paper bin. Clerk is to write to ask whether they are happy for other people to use it.

House to House Leaflet Drops

Clerk is to draw up a list of outlying housing with a view to calculating the cost of posting leaflets rather than delivering by hand.

Footpath 16 Proposed Diversion

C.B.C. Environment Committee turned down the application with a unanimous vote as 39 objections had been received.

Bulk Refuse

Clerk is to request the service continues.

BA (Hons) Local Policy

Clerk is to attend the award ceremony on 7th. November at Cheltenham Town Hall.

Word Processor

The Clerk reported that the word processor had developed an intermittent fault which wipes files. She will have the word processor examined when it is not needed for work, but has been warned that spare parts are no longer being produced and it might be necessary to replace the machine.

There being no further business the Meeting closed at 10.04.



27-11-97

NOVEMBER, 1997

E.H.P.C. MINUTES

A Meeting of the Parish Council was held on Thursday, 27th. November, 1997 at 8 pm in the Village Hall.

PRESENT

Mr. Jacklin in the Chair, Mr. Applegate, Mr. Parker, Mr. Wigglesworth, the Clerk and Mr. Feehan.

APOLOGIES FOR ABSENCE

The Chairman and Mr. Gordon had indicated that they would be arriving late.

MINUTES OF THE PREVIOUS MEETING

The Minutes were signed as a true record of the Meeting held on 23rd. October, 1997.

CO-OPTION TO FILL VACANCY

Michael Feehan was co-opted on to the Council. He signed the Declaration of Acceptance of Office and was given a copy of the National Code of Local Government Conduct.

MATTERS ARISING FROM THE MINUTES OF THE PREVIOUS MEETING

H.F.C.'s Insurer

Clerk had spoken to the Chairman of H.F.C. about P.C. writing to the Charity's insurer about the courts. He had questioned whether the Committee would want P.C. to write to its insurer but had failed to raise the matter at the last meeting. The Treasurer is to write to the insurer on the subject.

Rural Housing Trust

R.H.T. has had some completed forms back, but not enough to allow for some applicants to drop out or not be eligible. The Trust is producing enough forms for P.C. to do a house to house delivery before the final decision is made.

Youth Service

Sixteen young people attended the public meeting on 12/11/97, also present were parents, D. Cottey, M. Philpott, M. Plumridge, P. Applegate, the Clerk Krysia Dodson and the newly appointed parishes liaison worker. There is to be a coach trip to the Galleywood Youth Centre on Wednesday, 10th. December for the young people to find out what facilities the Youth Service can offer.

E.A.L.C. Planning Applications Briefing

The original date was fully booked, but a place has been booked for a similar briefing on the afternoon of 1st. December, which Mr. Gordon is able to attend.

Police Meeting 4/11/97

Clerk and Mr. Applegate were unable to attend but the Police think someone did as have written thanking P.C. for attending. Also give information about telephone response times.

Dog Bins

Last Thursday, after the collection vehicle had been round, the dog bin at the entrance to Hanna's Field from Coude Dennis was found to be



8/1/98

overflowing. Clerk phoned Baddow Depot that morning to ask for it to be emptied. On Sunday, it was found to be still overflowing, so Clerk wrote to C.B.C. and sent the letter by FAX on Monday morning. By Tuesday the bin had been emptied. On Wednesday, Terry Powell phoned from Baddow Depot saying that the contractor claimed to have emptied the bin on Friday, but had been fined anyway. The contractor undertakes to empty the bin weekly and to insert the sack properly.

The bag retainers have arrived from Earth Anchors Ltd.

Village Shop

This item was to have been on this month's Agenda, but Mr. Voyce has been awaiting accurate results of last year's trading. He suggests a meeting on Saturday, 6th. December, at closing time. Clerk to confirm date and time with Mr. Voyce.

Paper Recycling

The School allows anyone to use their paper bank, but does not want to advertise the fact.

Bulk Refuse

Ten dates have been allocated for 1998, the first being 14th. February. The dates have been posted on the noticeboards. Dates to be circulated.

BA (Hons) Local Policy

The Clerk attended the Award Ceremony on 7th. November and was awarded a copy of Charles Arnold Baker's recent book, by the author containing a personal dedication, for gaining a First.

Word Processor

The word processor has caused some minor problems but the Clerk is managing to keep it under control for the time being.

Three Horseshoes

It was noted that the large yellow banners have been removed from the building.

The Chairman arrived at this point and assumed the Chair.

CORRESPONDENCE

Summer Sports Activities

The Sports Mobile sessions were popular but the response to the Sports Specific Coaching was poor. Community Sports Officer will be making contact after Christmas to begin arrangements for this Summer.

Changes to Domestic Refuse Collections

Those areas having a domestic refuse collection on Thursdays this year will have the collection on Tuesday next year. Details of the collections during the holiday period and after are to be circulated and posted on the noticeboards.

Village Shop Rate Relief

C.B.C. asked for P.C.'s views by 15th. November, so Clerk responded in consultation with councillors. P.C. approved the rural areas as designated, but wanted to see regional thresholds set for discretionary relief. P.C. suggested an alternative method of setting thresholds by setting them at a percentage of all properties' rateable value in an area, so as to allow for regional variation of thresholds and to ensure that thresholds do not decrease in real terms as rateable values increase with time. P.C. also wished for doctors' surgeries to be considered for discretionary relief in addition to the shop or post office.



8/1/98

Special Expenses

C.B.C. asked for a response to its proposals for special expenses by 13th. November, so Clerk responded in consultation with councillors. P.C. commented that it feels that the new "quarters of Chelmsford" scheme should be a special expense: as it will not be of benefit to rural council tax payers in the Borough, it should not fall upon them to pay for it. It is the type of scheme which might be expected to be undertaken by parish councils in districts which have parished towns.

Essex Design Guide

C.B.C. has asked p.c.s to comment before the 3rd. December, but has not supplied a copy of the document. Chairman, as borough councillor, is to complain about the shortness of the consultation period and that parishes have not received the document on which they are being consulted. He is to obtain a copy for P.C.

Highway Rights - The Tye

A copy of a letter from C.B.C. Highways Manager to the County Secretary has been received. It asks for confirmation that the Tye is private property without highway rights. Clerk is to respond explaining the history of the presence of the signs and the maintenance of the area.

Holiday Play Activities for Children 1998

C.B.C. Leisure Services is offering an Easter Playscheme, Summer Playscheme, Play Bus and Youth Bus. Clerk is to reply that P.C. would like all of them.

Neighbourhood Watch

A co-ordinators meeting was held on 25th. November, to which councillors were invited. Mr. Jacklin and the Clerk attended. It was reported that East Hanningfield is going to have a policeman walking the beat and that interviews are underway for a new inspector for South Woodham who will stay for at least two years.

Draft Rural Strategy

C.B.C. has requested a copy of P.C.'s response to E.C.C.'s consultation document.

At this point the Chairman apologised for his late arrival and requested to revert to a matter arising from the Minutes. This was agreed.

Water Main Burst

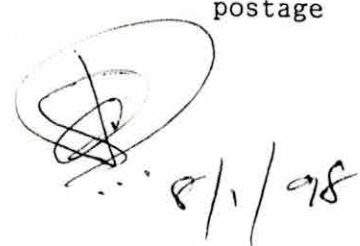
Essex Water has been carrying out further works on the Tye opposite the Mill site and has left the turf in a very poor state with two mounds of clay nearby. Clerk is to write to ask for it to be reinstated as a matter of urgency.

FINANCE

Cheques

The following cheques were signed:

	NET £	VAT £	TOTAL £
M.D. Landscapes	68.70	12.02	80.72 Mowing;
Essex County Council	71.00	12.43	83.43 Cartridge;
Printing Place			138.50 Winter News;
Earth Anchors Ltd.	26.00	4.55	30.55 Bag
			retainers;
K. Plumridge			266.08 Salary &
			postage



C. Seymour 25.26 4.42 29.68 Competition prizes.

Clerk's Salary

N.A.L.C. and S.L.C.C. have jointly recommended that all Clerks should have hours raised by one per week and their grades raised by a minimum of one spinal point in recognition of the extra time and responsibility brought about by the new Regulations. Clerk's hours have already been raised this year in recognition of the hours being worked, so it is not necessary to raise them any further. It was agreed that, in recognition of the recommendations, Clerk's salary should be raised to £6.71 per hour, which would keep her just below the National Insurance threshold, plus she should receive an annual accommodation allowance of £44.20. The upgrading is retrospective from 1st. April 1997, and there will therefore be some back pay due.

Mr. Gordon arrived during the discussion on the following item.

Deliveries to Outlying Addresses

It was agreed that all P.C. leaflets and Newsletter deliveries to the 28 addresses along the A130 and on the western side of it should be sent by post. This will cost £5.60 in postage each time.

Mr. Jacklin offered to deliver Newsletters and leaflets to the 8 addresses in the region of Hanningfield Hall and the Chairman offered to deliver leaflets to the 19 address in Back Lane, Rettendon Rd., Chelmsford Rd., Pan Lane, Creephedge Lane, Claydons Farm & Manor and Crossfields House, and will take over Mr. Jacklin's list when he leaves. Four houses in East Hanningfield Rd., three in Creephedge Lane and one opposite Little Claydons are no longer to receive deliveries because they are not in the parish. The Clerk is to monitor expenditure on the deliveries.

S.L.C.C. Annual Conference 1998

It was decided not to contribute towards the cost of Clerk's attendance at the conference.

Victoria County History of Essex Appeal

It was decided to make a donation to the appeal. The following cheque was signed:

V.C.H.A. 30.00 (S.137).

Budget 1998/99

It was agreed to precept £14,740 for the 1998/99 financial year. This includes £1,500 for the Millenium Project Reserve; £1,500 for the Project Reserve; and £100 for the Tree Planting Reserve. The Chairman and Clerk completed and signed the Precept.

PLANNING

Appeal: Fairview, Bennetts Avenue

An appeal has been made following refusal of planning permission (97/CHL/1127). Clerk is to request a copy of the decision letter.

TAKING THE INITIATIVE

Clerk is to send the following response to the North Essex Health Authority:

Taking the Initiative

St. Peter's Hospital, Maldon

8/1/98

MEM 3, which proposes the establishment of a midwifery-led unit at St. Peter's is obviously the most patient orientated proposal, as it centres care nearer to home for residents of the Maldon district. Maternity services at Chelmsford are too distant for residents of the coastal villages. Centralising the place of delivery not only means long journeys for women in the outlying parts of the area, but will also mean more travelling for their personal midwives.

P.C. supports MEM 3.

Providing outpatients and day care services at Maldon is obviously preferable for local people who would otherwise have to make tortuous journeys to Broomfield, but does this provision necessarily require the closure of the GP beds which are also of great local benefit?

P.C. does not support the closure of the GP medicine beds, MEM 1 & 2.

Rationing

Prioritisation which is a necessary element of rationing is a very difficult, if not impossible, task for those not trained in the medical professions. Although the most urgent cases must be given priority, those in genuine need must also receive treatment. Rationing should not be used as an excuse to refuse treatment to those patients who need it.

ESSEX RURAL DRAFT STRATEGY

Clerk is to prepare a response from the councillors' comments which is to be circulated before being sent to E.C.C.

MATTERS FOR REPORT

Horses on Footpaths

Clerk is to write to C.B.C. Highways asking for advice about horses on footpaths, referring to the damage done to the footpath two fields behind the Old Forge and comment that this would seem to be evidence of a need for bridle ways in the parish.

E.C.C. Quality Check

Clerk is to write to the Chief Executive commenting that the document needs targets for E.C.C. to work towards.

Fly Tipping - Pan Lane

Clerk is to report the rubbish dumped on the left hand side of Pan Lane, after the double bend going towards the A130.

C.B.C. Integrated Transport Policy

The number of long stay car parking spaces in Chelmsford are to be decreased. There appears to be no compensation for rural dwellers who have to drive into Chelmsford to catch the train. Mr. Jacklin is to take the matter to the A.C.D.P.C. and Mr. Gordon is to take it to the E.C.C. Public Transport Liaison meeting.

Bottle Banks

H.F.C. is unhappy with the bottle banks because bottles are being removed to be used for target practice in the area of the Hall. Clerk is to write to ask whether there are more secure small bins/banks available.

Play Wall

The H.F.C. wall project is to go ahead subject to C.B.C. funding being forthcoming.

Mountain Bikes

H.F.C. is to adapt the mound to become a mountain bike course.



8/1/98

E.H.P.C. MINUTES

NOVEMBER, 1997

Sports Courts

H.F.C. has agreed to allow children to use the sports courts free of charge during the school holidays.


E.C.C. Rail Working Party

The Chairman has become a member of the Rail Working Party. He is to circulate the relevant documents.

First Bus

It was noted that First Bus has announced that the company is buying new buses.

There being no further business the Meeting closed at 10.23.


Chairman
8th January 1998

A Meeting of the Parish Council was held on Thursday, 8th. January, 1998 at 8.02 pm in the Village Hall.

PRESENT

Mr. Dixon in the Chair, Mr. Jacklin, Mr. Applegate, Mr. Feehan, Mr. Parker, Mr. Wigglesworth, the Clerk and three members of the public.

APOLOGIES FOR ABSENCE

Mr. Gordon had indicated that his arrival would be delayed.

MINUTES OF THE PREVIOUS MEETING

The Minutes were signed as a true record of the Meeting held on 27th. November, 1997.

MATTERS ARISING FROM THE MINUTES OF THE PREVIOUS MEETING

Youth Service

The visit to Galleywood Youth Centre took place on 10/12/97. All the children who went thoroughly enjoyed the experience. Consideration is now being given to bussing the children there instead of holding sessions in East Hanningfield, because of the facilities available, and also to combining those visits with children from another village. The Youth Service will be writing to the children who took part to invite them to another meeting to discuss what they want to do.

Clerk is to find out from the Youth Service what costs might accrue to P.C.

Bottle Banks

Sue Creary of C.B.C. has ordered some bins with posting holes in the top and brushes round the edge which will replace the bins presently at the Village Hall car park, in the hope that this will solve the problem of the broken bottles.

Rural Housing Trust

R.H.T. has received more forms, and is writing to P.C. with details of the applicants, but there are two people sending in forms this week who will not appear on that information. The general feeling about the applicants is that there is a much higher proportion wanting to rent and fewer nuclear families than expected.

H.F.C.'s Insurer

H.F.C. has received a reply to their letter concerning the requirement by Cornhill that there should be no barbed wire on the fence surrounding the sports courts. Cornhill repeats that barbed wire is not acceptable. Action taken to prevent people climbing over the fence should include placing notices at the site, and in local newspapers and the village magazine, and contacting the parents of offenders. H.F.C. will discuss this at their next meeting.

Water Main Burst

No reply has been received from the water company. Clerk is to press for an answer.

Play Wall

C.B.C. has confirmed the intention to provide funding, but this will be subject to borough funds being adequate.



29/1/98

Three Horseshoes

The Chairman and Vice Chairman are to visit the new manager, Jean Brandon, and her manager on the morning of 22nd. January. The time is yet to be confirmed.

CORRESPONDENCEChelmsford Borough Council Directory

The Clerk has received a directory and internal telephone book from C.B.C. to assist in communication between P.C. and C.B.C.

Civic Awards

The closing date for nominations is 3rd. March.

Mid Essex Community Health Council

Mrs. Chadwick has produced a report from the recent meeting she attended. Clerk is to ask in the next newsletter for someone to replace her at the M.E.C.H.C. meetings.

North Essex Health Authority - Additional Meeting

Clerk is to post the notice of the meetings on 22nd. January and 29th. January on the noticeboard.

Taking the Initiative

N.E.H.A. has acknowledged receipt of P.C.'s response to the consultation. P.C. will be sent a summary of the feedback in February.

Tree Surgery Work, Back Lane

C.B.C. Leisure Services has sent notice that the overgrown willows and dead elms in Back Lane between Sulham House and Arlberg are to be cut back to prevent interference with electricity cables.

E.A.L.C. Planning Seminars

There are to be seminars on the Green Belt, Planning Enforcement and Permitted Development Rights during January, February and March. Clerk is to ask E.A.L.C. to provide some evening seminars.

Essex Design Guide

Copies of the Design Guide have been received and Clerk attended a seminar at County Hall on the subject on 6/1/98. C.B.C. requests P.C.s to respond by 30/1/98. The Clerk is to formulate a response which includes the following points:

- Children should not be encouraged to play in the street and parking lots should not take space from play areas;
- Car free zones are unrealistic;
- Cars are needed because shops and hospitals have been allowed to develop on the outskirts of towns;
- Public transport is insufficient;
- Minor access and private drives allow developers to get away with inadequate provision and create future problems of maintenance for residents. Long access drives will not be served by refuse collectors, so communal bins areas will be required;
- Where evergreen planting is required it should be broad-leaved species such as laurels and hollies not cypress leylandii.
- Craft homes must be controlled so that they are not served by employees commuting from elsewhere or by large lorries. Such control might not be possible. Craft homes must be compatible with being neighbours to wholly residential properties;
- Communal gardens should not replace separate back gardens.

29/1/98

FINANCETye Railings

It was agreed to accept Mr. Grace's quote of £95 to remove the broken concrete post, supply and fit new post and 12 foot of rail, and paint white.

Cheques

The following cheques were signed:

	NET £	VAT £	TOTAL £	
Society Local Council Clerks			27.00	Proportion of annual subscription;
Eastern Electricity	108.00	18.90	126.90	Supply to new street lamp;
K. Plumridge	416.94	10.31	427.25	Salary & reimbursements.

PLANNING97/01621/CBC3 Land to Side of 14 Pease Place

There were no objections to the proposed enclosure of the area and change of use to private garden.

CONSULTATION - A130 BYPASS - NOISE REDUCING SURFACING

E.C.C. writes that two private sector companies with whom it is negotiating to build the new road, are proposing Stone Mastic Asphalt as an alternative surface to Porous Asphalt, and seeks P.C. views.

P.C. does not have the technical information to decide which is the better surface in the short, medium and long term for sound reduction. P.C. therefore advises E.C.C. to seek the advice of an independent consultant, before considering the issue.

CONSULTATION - ESSEX WASTE PLAN - 2ND CONSULTATION DRAFT

A response is required by 27th. February. The Plan is being circulated. Councillors are to write their comments so that the Clerk can produce a draft response for final ratification at the Meeting on 26th. February.

VILLAGE SHOP

The Post Office is a viable business at its location near the Village Hall. Trade is coming in from outlying villages which have lost their own P.O.s. A few groceries are being sold from the portable building. The planning consent is for three years and could probably be renewed. The building is too small for a shop to develop inside it.

It was agreed in principle to proceed with investigations into the provision of a permanent building at the Village Hall site.

Clerk is to write to the owner of the former P.O. Stores to confirm that he will not let his premises for shop/P.O.

Clerk is to begin research into funding.



29/1/98

MATTERS FOR REPORTMr. Jacklin

Mr. Jacklin has resigned from the Executive of the A.C.D.P.C. in anticipation of his imminent move from the area. He has asked P.C. to nominate a representative for the general meetings and for the Executive Committee. The subject of Mr. Jacklin's P.C. responsibilities is to be an Agenda item for the next Meeting.

Abbeyfields 30mph Speed Limit Sign

The sign is facing traffic driving out of Abbeyfields. Mr. Wigglesworth will attempt to turn it around.

White Lining

The white lining at the corner by Great Gibcracks entrance and at Chalkleys corner has faded. Chairman is to inform Highways.

Circulation Envelope

The envelopes are getting bunched together. If councillors are to be away, they should arrange for the envelopes to be passed on or let the Clerk know in advance.

Hedge - Bicknacre Road

The dead hedge beyond Highfields is falling into the road in places. Clerk to inform Highways.

Fly Tipping - Pan Lane

Clerk is to report the rubbish dumped near the A130 junction.

Manned Refuse Vehicle

It was thought unsatisfactory that there will be no visits in January and December, but it is too late to do anything about it for this year. It might be possible to ask for 12 monthly visits for next year.

Scarles Croft

Discussions are continuing with housing officers and a notional parking layout has been produced. Planning officers are yet to see it. The matter will come back to P.C. later.

Sandon Speed Limits

Notices concerning the reduction of the speed limit to 30 mph in Howe Green and Sandon have been published in the Essex Chronicle.

Giro Banking

Clerk has been investigating a Giro Bank account so as to make use of the P.O., but has yet to find a suitable account. Clerk is to write about the availability of banking facilities at the P.O. for Co-op and Lloyds Bank customers in the next Newsletter.

Next Meeting

The next Meeting will be held on 29th. January.

There being no further business the Meeting closed at 9.58.


Chairman

(295) 29th January 1998

29TH. JANUARY, 1998

E.H.P.C. MINUTES

A Meeting of the Parish Council was held on Thursday, 29th. January, 1998 at 8.04 pm in the Village Hall.

PRESENT

Mr. Dixon in the Chair, Mr. Applegate, Mr. Gordon, Mr. Wigglesworth, the Clerk and one member of the public.

APOLOGIES FOR ABSENCE

Apologies had been received from Mr. Feehan and Mr. Parker had indicated that his arrival would be delayed.

MINUTES OF THE PREVIOUS MEETING

The Minutes were signed as a true record of the Meeting held on 8th. January, 1998.

MATTERS ARISING FROM THE MINUTES OF THE PREVIOUS MEETING

Rural Housing Trust

The R.H.T. has received sufficient applications for low cost housing for a scheme to go ahead in East Hanningfield. Mrs. Moor has asked to have a meeting with P.C. to explain what the project would involve.

Mr. Parker arrived at this point.

Mrs. Moor is to be invited to attend either of the next two P.C. Meetings. The Meeting she attends will begin at 7.30pm.


Youth Service

Kathy Jenkins visited the Clerk, 28/1/98, to explain what the Youth Service is offering, which is to bus the juniors to the Galleywood Youth Centre every Wednesday evening from Half term. Due to not knowing how much funding the Service will be allocated from the new financial year, they are not able to say what they will be able to offer after 1st. April. Juniors are years 7 and 8. Older children are welcome to attend other sessions at Galleywood but the Youth Service cannot afford to transport them there. Clerk has promised to give details of all the sessions in the next Newsletter so that older children can attend if their parents are willing to transport them. Kathy Jenkins is going to visit the youth club at the Bethel Church to explain to the children what is on offer.

P.C. decided to produce a leaflet which could be distributed to the over tens at the primary school and secondary school children at the bus stop. Clerk is to liaise with the primary school and Kathy Jenkins.

Three Horseshoes

Due to the Chairman's commitments the meeting had to be postponed until 29/1/98. The Clerk accompanied the Chairman as Mr. Jacklin had resigned. They met Jean Brandon and her manager. The manager expressed the opinion that 'petty bureaucracy' is stifling his chances of making the pub a success; he claims to have been told by Grand Met. that the responsibility for the car park lies with P.C. and he sees the byelaw prohibiting the board on the village green as preventing him from advertising his business. Clerk is to write to Ms. Brandon repeating the points made at the meeting that is: P.C. is attempting to resolve the problem of residents parking at



26/2/98

the car park, which they have no right to do; P.C. is offering extra parking at the Village Hall for special events; that P.H. customers' use of the car park is on a 'grace and favour' basis; that P.C. is not responsible for the maintenance of the surface of the car park; and that the byelaws do not allow advertising on the village green.

Clerk is to write to Grand Met. by recorded delivery, saying that the car park surface needs to be repaired as a matter of urgency, and to request a response.

Water Company

The area of the Tye opposite the Mill site has been top dressed and will be seeded at the appropriate time.

Civic Awards

The nomination forms have been received. A final decision will be made at the next Meeting.

Tye Railings

There was some vandalism to the railings before Mr. Grace carried out his repairs. He was instructed to repair the vandalism in addition to the work covered by his quote. The extra work cost £40.

Village Shop

H.F.C. has discussed the possibility of a building on the field in outline and agreed to the development as it is needed by the community.

Staff at C.B.C. Planning have been consulted and have no problem in principle with a joint shop/P.O./village hall development.

Clerk is to write to H.F.C. officially and ask for a working party to be nominated to work with P.C.'s working party of Messrs. Gordon, Applegate and Wigglesworth.

It was noted that the shop/P.O. project might be a suitable candidate for P.C.'s Millenium project.

Circulation Envelope

Clerk is to continue to include press cuttings, which she considers might be of interest, in the circulation envelope.

H.F.C.'s Insurer

Following advice from the insurer that H.F.C. should place notices at the site warning about climbing over the fence, H.F.C. has decided to place a notice inside the Village Hall building.

Abbeyfields 30mph Speed Limit Sign

Mr. Wigglesworth was unable to turn it around. Chairman is to report it to Highways.

CORRESPONDENCE

Borough Development Policy Programme Board

The letter concerning this board and the list of topics to be covered at its meetings are to be circulated.

FINANCE

Cheques

The following cheques were signed:

K. Plumridge	£278.99 Salary & reimbursements;
J. Grace	£135.00 Repairs to Tye railings.

Deposits

The following amount had been deposited in the current account:

C.P. Kirk	£20.00 Newsletter advertising.
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The following amounts had been deposited in the National Savings Account:

Baddow Plumbing Services	£20.00 Newsletter advertising;
Windmill Public House	£37.08 Newsletter advertising;
Hanningfield Motor Co.	£20.80 Newsletter advertising.

Interest

The following amounts of interest were noted:

National Savings Account	£646.20 Annual interest 1997;
Deposit Account	£37.56 Quarterly interest 12/97.

Quotations for repairs to Footbridge Rails and Bus Shelter

Mr. Crace had been unable to get the prices for materials needed for the repairs, but promised to get the quotes to P.C. in a week's time. Due to the possible dangerous condition of the barge board on the bus shelter, Mr. Crace is to be asked to remove it as soon as possible. The Clerk was delegated to determine his quotation on receipt.

Audit Fee

The audit fee has increased from £157.92 for 6 hours work for the 1995/96 audit to £441.28 for 16.4 hours work for the 1996/97 audit. Clerk has written to the district auditor to ask whether there is a typographical error on the invoice.

The invoice is not to be paid until a satisfactory answer has been received from District Audit. The A.C.D.P.C., the E.A.L.C. and C.B.C. are to be approached on this matter.

The subject is to be brought back to the next Meeting.

Signatories

Mr. Gordon is to replace Mr. Jacklin as a signatory. Mr. Dixon and Mr. Parker are to continue as signatories. Two signatures are required on cheques. Clerk is to make the arrangements with Barclays.

PLANNING

97/01690/FUL Highcroft, The Common

There were no objections to the proposed new utility room to the rear and the replacement of all flat roofs with pitched, but attention is to be drawn to the fact that the trees and hedges mentioned in the application were not shown on the plan as they should have been.

Appeal Decision Highlands Farm

It was noted that the appeal against refusal of planning permission for the dwelling house near the Old Church Road/Pan Lane junction had failed. Comments by the inspector were also noted.

CASUAL VACANCY

A vacancy arose on 21/1/98, due to the resignation of Dennis Jacklin. Notices of vacancy were posted the same day, and the Returning Officer informed. If within 14 days of the above date no two electors of the parish have requested a poll in writing, the P.C. will be able to co-opt to fill the vacancy.

The Clerk is to write to Mr. Jacklin to thank him for his input into P.C. and his involvement with H.F.C. and also Mrs. Jacklin's contribution to village life.

26/2/98

29TH. JANUARY, 1998

PARISH COUNCIL REPRESENTATIVES AND RESPONSIBILITIES

It was agreed that the vacant positions would be filled as follows:

Vice Chairman	G. Parker.
Rep. to A.C.D.P.C.	To be filled on an ad hoc basis for the time being;
Internal Auditor	M. Feehan;
Rep. to M.E.C.H.C.	To continue to look for a member of the community;
Village Maintenance supervisor	S. Gordon;

CONSULTATION - ESSEX WASTE PLAN - 2ND CONSULTATION DRAFT

Clerk is to draw up a draft response before the next Meeting.

CONSULTATION - 'MAKING YOUR COMMENTS COUNT' - A REVIEW OF DEMOCRACY IN CHELMSFORD BOROUGH

Clerk is to draw up a draft response before the next Meeting.

MATTERS FOR REPORT

Planning Seminar - Making Your Comments Count

Mr. Gordon attended. Copies of the handout are to be distributed to councillors.

Horses on Footpaths

Considerable damage has been done to the footpath three fields behind the former P.O. by hoof indentations. Mr. Parker is to contact the landowner, Mr. Chennells, to ask whether he knows who is riding across his fields and if so ask him to request them not to ride on the footpaths. Mr. Parker will report back to P.C.

School Footway

The path beside Endymion has become slippery and greasy with plant debris. Clerk is to check the ownership of the path, and then report the problem.

Fly Tipping

The Chairman is to report the tipping in Rettendon Road beyond Paprills and Pan Lane.

Street Lighting

The School Chase has been identified as a possible candidate for additional lighting. Clerk is to ask whether C.B.C. will be making grants for street lighting in the new financial year, and councillors are to inspect the area after dark.

Parish Paths Leaflets

Mr. Gordon has the design of the leaflets in hand.

Creephedge Lane Junction

The junction with the Rettendon Road is an accident blackspot, with cars coming along Creephedge Lane overshooting the junction finishing in the field opposite. Chairman is to raise the matter with Tech. Services and Clerk is to write to ask whether improvements can be made to the junction.

There being no further business the Meeting closed at 9.58 pm.


Chairman

26TH. FEBRUARY, 1998

E.H.P.C. MINUTES

A Meeting of the Parish Council was held on Thursday, 26th. February, 1998 at 8.00 pm in the Village Hall.

PRESENT

Mr. Dixon in the Chair, Mr. Parker, Mr. Wigglesworth, the Clerk and Mr. Draper.

APOLOGIES FOR ABSENCE

Mr. Gordon and Mr. Applegate had sent their apologies for absence and Mr. Feehan had indicated that his arrival would be delayed.

MINUTES OF THE PREVIOUS MEETING

The Minutes were signed as a true record of the Meeting held on 29th. January, 1998.

CO-OPTION TO FILL CASUAL VACANCY

Mr. Draper was co-opted to fill the vacancy, and signed the declaration of acceptance of office.

Mr. Feehan arrived at this point.

MATTERS ARISING

Horses on Footpaths

Mr. Parker has been unable to make contact with Mr. Chennells, but will continue to try and will report back to the next Meeting.

Three Horseshoes

Clerk had delivered the letter by hand to the Three Horseshoes, but was having difficulty identifying the owner as previous companies P.C. had corresponded with were no longer in existence. Research showed that Grand Metropolitan Estate properties were now being managed by Innpreneur Pub Co Ltd, so she had contacted them but received no reply. Clerk was instructed to write direct to Grand Met.

Youth Service

The first night of bussing children to Galleywood had been 25/2/98, but Clerk had not information about the numbers participating, but would find out.

Concern was expressed about the financial constraints being placed on the Youth Service in the next financial year, but no information was available as to how this would effect the bussing scheme.

Village Shop

H.F.C. had nominated two members to serve on the working party. The working party is to report back to the next Meeting with the requirements for the P.O. development.

Rural Housing Trust

Mrs. Moor is to attend the March P.C. Meeting and is prepared to take parish councillors on a tour of some of the housing schemes in Essex on the morning of 8th. March. Cllrs. are to let the Clerk know whether they are available.

(300)



26/3/98

Civic Awards

It was agreed to nominate Dennis Jacklin for his contribution to community life.

Audit Fee

A reply from the District Auditor listed the new regulations and amendments to the accounts as reasons for the extra time spent on the audit. Clerk has written back asking for more detail.

A letter from W. Hanningfield P.C. to the auditor had asked whether the auditor's services could be subject to competitive tender. Clerk is to ask W. Hanningfield P.C. for a copy of the auditor's reply.

The audit fee is not to be paid before a satisfactory reply has been received from the District Audit.

Parish Council Representatives and Responsibilities

The Chairman and Mr. Gordon had agreed that the Chairman should take over the role of Public Transport Representative. This was agreed.

Fly Tipping

The rubbish in Rettendon Road has been reported but not removed. Clerk had reported it again today.

Creep hedge Lane Junction

The Chairman and Highways officers have had a site meeting at the junction. Improvements being considered are improved signage, kerbing the corner, a SLOW on the road surface, moving the first sign further back from the junction and installing another one closer to the road edge, and cutting back the trees along Rettendon Road. The Chairman is to find out whether a STOP sign or rumble strips could be installed.

CORRESPONDENCEAl30 Bypass - Meeting at County Hall 17/3/98

Mr. Parker and Mr. Draper are to let the Clerk know whether they are able to attend the meeting where the proposed road surface will be discussed.

Mayor's Parishes Exhibition Evening 24/4/98

Cllrs. are to let the Clerk know whether they are able to attend.

Mayor's Community Evening 5/5/98

Cllrs. are to let the Clerk know whether they have any suggestions for P.C. nominations.

Chelmsford Borough Forum 16/3/98

The subject for the Forum will be 'Meeting the Structure Plan Requirement for New Housing'. Booking is not necessary.

N.A.L.C. National Conference 24-26/4/98 Plymouth

This was noted.

C.B.C. Parish Council Seminar 'Services for Young People' 25/3/98 7.30pm

Mr. Applegate and the Clerk are to attend the seminar at Galleywood Youth Centre.

R.C.C.E. Essex Village of 'the Year & Best Kept Village Competition

It was agreed to enter the competition again.

National Spring Clean - April 1998

It was decided to hold the Spring Clean on 9th. May and to ask C.B.C. for a loan of bags, gloves, pickers and a skip.

E.C.C. Mobile Library Service

New times will be operating from 30th. March, with consultations in about six months time. Clerk has publicised the changes on the noticeboards.

Frinton & Walton T.C.

The Town Council is urging other councils to seek full government support

26/3/98

for local health facilities. This was noted.

North Essex Health Authority Board Meeting 26/3/98

This was noted.

Easter Playscheme 7/4/98

The Hall has been booked for the C.B.C. playscheme. It was noted that the Bethel Church had already booked the Hall on that date for their playscheme, but changed their booking because C.B.C. could not offer an alternative date.

R.C.C.E. Village Appraisals Evening 16/3/98

It was decided not to attend the evening.

School Standards and Framework Bill

Clause 35 and Schedule 9 provide for changes in the composition of school governing bodies. One effect is to remove the nominating rights of town and parish councils. N.A.L.C. has protested to the D.F.E.E. Town and parish councils were not consulted on the proposed changes.

Clerk is to write to the M.P. objecting to the proposal.

Service 33

Eastern National is relaunching Service 33 as the Diamond service on 9th. March. The result will be a return to the hourly service and new lowloading buses. Residents have been informed about the changes in the Newsletter coming out on 1/3/98.

E.C.C. Transportation & Operational Services

T. & O. Svs. has provided a list of the dates of the Representatives' meetings and a Passenger Transport Co-ordination Directory. Copies have been passed to the Chairman.

Cornhill Insurance

Cornhill have decided to repudiate the claim by Mr. Dunlevey concerning his broken glazing.

R.C.C.E. Finding Funds for your Village 5/3/98 2-4pm Doddinghurst

Clerk had booked a place as booking was required by 25/2/98. This matter to be carried to Finance.

Local Council Administration

The new edition of the book by Charles Arnold-Baker is being offered at 25% discount. This matter to be carried to Finance.

E.A.L.C. Replacement County Structure Plan Briefings

The briefings will take place shortly after publication in mid-March and will cost £5. Notice will be short so councils must be prepared for the expenditure. This matter to be carried to Finance.

Neighbourhood Watch Crime Awareness Day 16/5/98

Neighbourhood Watch is asking P.C. to consider paying in full or in part the rent for the Village Hall for the Crime, Security, Safety Awareness Day. This Matter to be carried to Finance.

FINANCE

Finding Funds for your Village

It was agreed to pay the Clerk's travelling expenses to attend the meeting.

Local Council Administration

It was agreed to purchase a copy at the price of £27.38.

E.A.L.C. Structure Plan Briefings

It was agreed to send two representatives to the briefings at a total cost of £10.

Crime Awareness Day

It was agreed to pay the Village Hall rent for the event to a maximum of



£55.

Cheques

The following cheque had been signed between Meetings:

Public Works Loan Board £248.36 Field Loan.

The following cheques were signed at the Meeting:

	NET £	VAT £	TOTAL £
Public Works Loan Account			697.50 Hall loan;
Essex County Council	71.00	12.43	83.43 Copier cartridge;
Printing Place			138.50 Spring Newsletter;
K. Plumridge			282.35 Salary & reimbursements;
Butterworths			27.38 Local Council Administration;
J. Grace			65.00 Bus shelter repairs.

Quotation for Hand Rail

Mr. Grace has quoted £240 for purchase and fitting a new hand rail to the footbridge between Hanna's Field and Coude Dennis, which P.C. accepted. The cost of the rails is £135 & VAT, so P.C. is to pay the supplier direct so as to be able to recover the VAT.

PLANNING

98/00215/FUL Great Oaks, Chelmsford Road

There were no objections to the proposed new dormer window and rooms within the existing roof space.

The Chairman declared an interest in the following item, vacated the Chair and left the room. Mr. Parker took the Chair.

98/00191/FUL Southwick Hall, Old Church Road (renewal of 92/CHL/1461)

Although P.C. does not know of a planning reason which could be used to refuse planning permission, and therefore does not object to the application, it is very unhappy about the over-development of the site, which is at a sensitive position bordering the Tye Conservation Area. There is presently no garage on the site because the previous garage was turned into a games room. In view of the repeated extensions of the building, P.C. would not wish to see any further extension on this site by reason of over-development of the site and local amenity.

The Chairman returned to the Meeting, resumed the Chair and signed the Disclosure of Interest Book.

98/00232/FUL 3 Ashley Green

There were no objections to the proposed single storey front extension and conversion of the conservatory at the rear to living room.

CONSULTATION - ESSEX WASTE PLAN - 2ND CONSULTATION DRAFT

The draft response drawn up by the Clerk was accepted, and is to be sent without amendment to the County Council.


26/2/98

CONSULTATION - 'MAKING YOUR COMMENTS COUNT' A Review of Democracy in Chelmsford

The Clerk's draft response was accepted with the following amendment: The answer to Question 5 was altered to read "The Parish Council does not see any need to further engage the interests of young people". The amended response is to be sent to C.B.C.

CONSULTATION - DRAFT ECONOMIC DEVELOPMENT PLAN

The following addition is to be made to the Clerk's draft response before it is sent to C.B.C.: "The re-use and adaptation of rural buildings for commercial uses creates reverse commuting because it is often town businesses which relocate to such premises, but continue to use their former employees. It increases unsuitable traffic on rural roads, because all light industry is served by 30 ton lorries. Proposals for alternative uses for rural buildings should therefore be treated with extreme caution".

MATTERS FOR REPORT

Noticeboards

New lists of councillors are to be posted on the noticeboards.

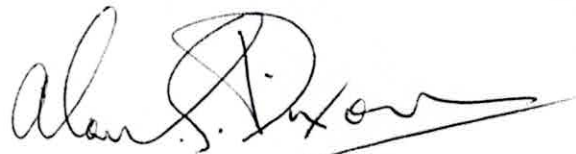
Consultation on the Right to Roam

The Chairman is to find out the title and reference number of the consultation document so that a copy can be obtained.

Bottle Banks

Clerk reported the bins as overflowing on Monday. On Tuesday they were emptied but due to being overfull had to be partially emptied by hand. Clerk is to ask residents not to overfill the bins, in the next Newsletter.

There being no further business the Meeting closed at 10.21.



Chairman

26th March 1998

A Meeting of the Parish Council was held on Thursday, 23rd. March, 1998 at 7.31 pm in the Village Hall.

PRESENT

Mr. Dixon in the Chair, Mr. Parker, Mr. Applegate, Mr. Draper, the Clerk, Mrs. Moor of the Rural Housing Trust and three members of the public.

APOLOGIES FOR ABSENCE

Apologies had been received from Mr. Feehan, Mr. Gordon and Mr. Wigglesworth.

MINUTES OF THE PREVIOUS MEETING

The Minutes were signed as a true record of the Meeting held on 26th. February, 1998.

RURAL HOUSING TRUST

Mrs. Moor reported that she had received 19 registrations of interest for affordable housing in East Hanningfield, 15 of which were eligible. Amongst the 15 applications she had found more need for rented than shared ownership accommodation. The R.H.T. is looking to build five houses which would be a viable scheme: 2 shared ownership and three rented. The R.H.T. does not yet know whether funding will be available for the shared ownership housing. Funding is likely to be available from C.B.C. but this has not been confirmed. The Government funding requires the local authority to be offered some of the nominations, but they must be from amongst applicants with local connections. Planning permission would be subject to a Section 106 agreement which would lay down the criteria for the allocation of the housing.

The R.H.T. is asking for P.C. support for a scheme of three rented and two shared ownership houses at the Highfields Farm site. If this is not possible due to lack of funding the second option is for a scheme of five rented houses.

Mrs. Moor was thanked for her presentation.

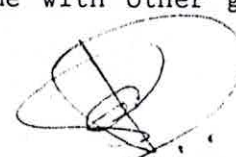
It was decided to defer making a decision until the next Meeting as this is a decision which should be debated and decided by the full Council. It will therefore be an Agenda item for the April Meeting.

MATTERS ARISING FROM THE MINUTES OF THE PREVIOUS MEETING

Village Shop

The Working Party has held a brainstorming meeting and spoken to Mr. Voyce. They will be meeting again on 30/3/98. Items already considered are: better facilities for football; the storage of the container contents; and a shop stock room.

Clerk attended the Finding Funds For Your Village briefing on 25/2/98 and the Village Halls Conference on 21/3/98. In general, grants are made to charities or voluntary groups, so any grant applications would have to be made in the name of H.F.C. even if the administration was done by P.C. The Lottery Charities Board will make grants of 100% of the cost of a project, although none of it is retrospective, which is the same with other grant


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making bodies, so work done in the preparation of a project cannot be refunded. The Charities Board currently has a theme for bids called 'Community Involvement' which the present P.O./Village Hall project could be made to fit. The partnership of P.C. and Charity is seen as a good example of community involvement. There is no point in applying for the grant unless the required number of criteria are met as the Board has to choose between many perfect bids. A sample application form will go into circulation. E.C.C. can make grants to village halls of up to £25,000 or 25% which ever is less. Other grant making bodies each have their own criteria; the details are to be circulated. The Courtauld institute might help with the P.O. project.

Having commercial activities in a village hall compromises its charitable status, it is therefore essential that H.F.C. talks to the Charity Commission before the P.O. scheme goes any further. There is every reason to believe that they will be sympathetic as other village halls have P.O.s on the premises.

R.C.C.E. advises that H.F.C. has been sent a copy of their manual about grants for village halls. This is the definitive guide and needs to be located.

A reply to the letter Mr. Dunlevey has been received: his previous decision not to let his premises still stands.

Three Horseshoes

Clerk has written to Grand Met. by recorded delivery. N.A.L.C has advised against the use of S41 of the Local Govt.(M.P.) Act to deal with the advertisements on the Tye and recommends asking the Planning Authority to deal with them under the Advertisement Control Regulations.

Chairman has already contacted Planning on this matter.

Horses on Footpaths

Mr. Chennells allows riders on his land but has made it clear that they are only to use the farm tracks and not the footpaths. Mr. Parker has spoken to some riders and asked them to spread the word that they should not ride on the footpaths.

A130 Bypass - Meeting at County Hall 17/3/98

The Chairman and Mr. Draper attended. Mr. Parker was unable to attend.

Two contractors gave technical presentations. Porous Asphalt compared to a normal surface has noise reducing properties of 3-4 decibels, which appears to halve the traffic noise or make it appear twice as distant, but over time the air voids clog reducing its noise suppressing qualities. It has to be laid the full width of the road; cannot be patched; lasts 7-10 years in heavy traffic; and when life expired must be totally removed and discarded. Stone Mastic has noise reduction properties of 2-3 decibels which last throughout its life. It can be laid a lane at a time, can be patched and the material can be re-used.

The contractors suggested additional noise attenuation in the form of increased mounding and sound barriers. Laing also wanted to depress the road to ground level and to follow the contours of the land, which would improve the noise aspect.

Papers from the meeting are to be circulated.

E.C.C. has not reached a decision as to which surface should be used.

Youth Service

About 12 children, not always the same ones, are being bussed to Galleywood Youth Centre on Wednesday evenings. Despite cuts to the budget, the scheme will continue in the new financial year, savings being made by starting the term a week later. The East Hanningfield children are mixing well with the

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Galleywood children.

Civic Awards

Notification has been received that Mr. Jacklin will not be receiving an award.

Audit Fee

No reply has been received from the District Audit to Clerk's second letter, but a letter has been received from the Audit Commission drawing P.C.'s notice to the unpaid fee. Clerk has responded that P.C. is awaiting a satisfactory explanation from the D.A. as to why the hours spent on the audit increased from 6 to 16.4. A further letter from the A.C. says that the D.A. will be instructed to respond without delay.

It was decided to continue not to pay the fee until a satisfactory explanation had been received from the D.A.

As, requested, correspondence between W. Hanningfield P.C. and the D.A. has been received and is to be circulated. W.H.P.C. is also awaiting a reply from the D.A. to a second letter.

It was decided to raise the matter of the appointment of the D.A. as P.C.'s auditors at the next E.A.L.C. A.G.M.

Creep hedge Lane Junction

A reply has been received from Engineering Svs. and is to be circulated. Some improvements are to be carried out at the junction, but there is no finance available for kerbing on the corner. A stop sign will be considered and rumble strips will be considered after the other improvements have been instated and monitored.

Mayor's Parishes Exhibition Evening 24/4/98

Mr. Applegate and the Clerk are to attend.

P.C. Seminar 'Services for Young People' 25/3/98

Mr. Applegate and the Clerk attended. This was an informative event giving examples of what is happening in other parishes. Young people at the event represented the Chelmsford Youth Forum, the Youth Councils from Great Baddow and South Woodham and various other Youth activities, but it was difficult to see how much of it could be applied to E. Hanningfield.

National Spring Clean

P.C. has been asked how many sets of gloves, pickers etc. are required. Clerk is to ask for 12 of each and a skip. Leaflets for a house to house delivery will be ready for the next Meeting.

Local Council Administration

The new edition has been received.

CORRESPONDENCE

House Name Change

C.B.C. informed P.C. that Rannoch, the Common is to be changed to Fenley House.

M.E.C.H.C.

The Minutes and Mrs. Chadwick's notes have been received and circulated. Mrs. Chadwick has now attended her last meeting. Clerk is to ask for a volunteer to attend the meetings in the next Newsletter.

Dept. of Health 'Our Healthier Nation'

The press release on the consultation paper and summary with questionnaire has been circulated. The full document is available at £10.50. No action is to be taken.

Eastern National Diamond Service

E.N.'s leaflet to publicise the new service was delivered house to house,



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but sporadically. There are more copies available in the P.O. and the service appears to be well supported.

C.B.C. Summer Activities for Children

The Youth Bus is to visit on 3/8/98, the Playbus on 13/8/98 and there will be Playschemes on 6/8/98 & 14/8/98. The Sportsmobile is being offered at a cost of one £85 for one visit and £130 for two visits. It was decided to ask C.B.C. to supply two visits of the Sportsmobile.

'Secure Yourself' A Home Safety Event for Senior Citizens, Maldon 8/4/98

This is jointly organised by Chelmsford, Maldon, Braintree and Castlepoint councils. The poster has been displayed.

C.B.C. Engineering Services - Street Lighting Grants

The grants will continue in 1998/99. £2,500 is available on a first come first served basis, with grants of 50% on offer.

Clerk is to seek a quote from Eastern Electricity for a lamp at the Tye end of the Village Hall Chase. Should the quote not exceed £1,000 she is to apply for the C.B.C. grant.

Essex Design Guide

C.B.C. has adopted the Guide as supplementary Planning Guidance with the exception of the Sections headed Mixed Uses, Proximity, Children's Play and Car Free Zones. Clerk is to circulate what has been left out.

P.C. does not wish to accept C.B.C.'s invitation to discuss P.C.'s comments on the guide and talk about how the Guide will be operated.

Sirens - Hanningfield Treatment Works

Replying to a request for information from the Clerk, Essex and Suffolk Water have written saying that the sirens are tested every Friday morning at 8 am. A calendar which includes instructions on what to do in an emergency has been supplied. Mr. Gordon as Civil Emergency Planning Officer is to be asked to contact E. & S.W. to find out about the risks.

E.C.C. Parish Paths Partnership

P.P.P. is asking for details of work completed and proposals for the new financial year.

C.B.C. Replacement Local Plan, 2001-2011

C.B.C. has sent a report for consultation and asks whether councillors would wish to be become involved in Focus Groups. Councillors are to let the Clerk know should they wish to join a focus group.

M.E.C.H.C

The Community Health Council is asking for nominations for election to its committee. This was noted.

N.E.H.A. 'Taking the Initiative'

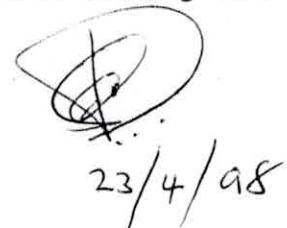
The 'Outcome of Consultation' has been received and circulated.

E.A.L.C. Replacement Structure Plan Briefings 1/4/98

Mr. Draper and Mr. Parker are to let the Clerk know whether they are available to attend. The cost will be £5 each, and the Clerk is to arrange the necessary payment.

Rothards, The Tye

Letters have been received from Gross & Co. solicitors and Bairstow Eves concerning the willow trees on the Tye, which it is claimed have caused root damage to the driveway of Rothards. The surveyor's report for the purchaser advised that they should be pollarded to 3m. Cornhill have been informed as this situation has potential for a claim against P.C. The C.B.C. arboriculturist could see no evidence of damage to the drive, but said P.C. could remove top 20 - 30% of growth as a good will gesture. Cutting the trees down to 3m at this time of year would kill them. It was noted at the site meeting that one of the trees will need cutting back



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23RD. MARCH, 1998

E.H.P.C. MINUTES

Hyde Hall

There is to be a C.B.C. site visit to look at the proposed road junction. Bicknacre and Woodham Ferrers, and Rettendon Parish Councils are to be consulted about the considerable amount of traffic which is forecast to come through the villages because of the garden. The E.C.C. officer did not object to the proposal because the new A130 would solve the problem.

CONSULTATION - E.C.C. - ESSEX REPLACEMENT COUNTY STRUCTURE PLAN - DRAFT DEPOSIT PLAN

As a response is required by 24/4/98, Clerk is to put together a draft response for consideration at the Meeting on 23/4/98.

CONSULTATION - D.E.T.R. - MODERNISING LOCAL GOVERNMENT: LOCAL DEMOCRACY AND COMMUNITY LEADERSHIP

As a response is required by 9/4/98, Clerk is to construct a response from councillors' written comments.

CONSULTATION - D.E.T.R. - ACCESS TO THE OPEN COUNTRYSIDE IN ENGLAND AND WALES

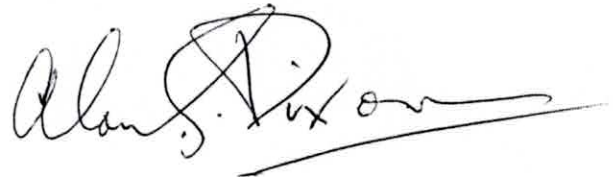
This is in circulation and will be considered at the May Meeting. A response is required by 5/6/98.

MATTERS FOR REPORT

Tree Planting

A tree donated by a resident has been planted to replace a failed tree at Bridon Close.

There being no further business the Meeting closed at 10.20.



Chairman

23rd April, 1998

A Meeting of the Parish Council was held on Thursday, 23rd. April, 1998 at 7.32 pm in the Village Hall.

PRESENT

Mr. Dixon in the Chair, Mr. Parker, Mr. Feehan, Mr. Wigglesworth, the Clerk, Pc. Freeman and three members of the public.

APOLOGIES FOR ABSENCE

Apologies for absence had been received from Mr. Draper and Mr. Gordon.

MINUTES OF THE PREVIOUS MEETING

On page 305 under the heading Village Shop the date of the Working Party meeting was amended to read 2/4/98. The Minutes were then signed as a true record of the Meeting held on 26th. March, 1998.

ORDER OF BUSINESS

It was agreed to alter the order of business to allow Pc. Freeman to speak before Public Question Time.

ESSEX POLICE

Pc. Freeman explained that teams are being set up to police the rural areas. This area is expected to have a team up and running by the end of the Summer. The team will come back to P.C. to introduce themselves. The rural team means that when Pc. Freeman is not available another member of the team, who will also be familiar with the area, will fill in for him. The team will cover the hours from 8am until 10pm. Emergency cover will remain the same. There will be a consultation process for p.c.s through the E.A.L.C.

Mr. Markham the Assistant Chief Constable is in charge of this development. There had been 7 recorded crimes in the rural area of the division during the period January to March and Pc. Freeman undertook to find out what had happened about them. He also promised to supply a new special constables poster.

The Chairman thanked Pc. Freeman for his attendance.

PUBLIC QUESTION TIME

At this point the Meeting adjourned for questions from members of the public.

MATTERS ARISING

Three Horseshoes

Diageo plc has confirmed that the Three Horseshoes is part of the Innpreneur portfolio. Clerk has written by recorded delivery to Innpreneur.

Clerk is to write to C.B.C. Planning regarding the advertising which is in breach of the Advertisement Control Regulations.

Audit Fee and Audit Notice

Clerk's query about the anomaly of the proforma requiring loan repayments to be entered under Expenditure turned up the fact that last year's auditor had been in error and the account had been correct first time. The District Audit has apologised for the error and will adjust the fee so that it is for 8 hours work, which reflects the average increase in audit time for councils with no errors.

Clerk is to inform W. Hanningfield P.C. of this outcome, and has already informed E.A.L.C.

Village Tidy-up

Gloves and pickers have been ordered and a skip booked. Clerk is to confirm that the skip is to be placed under the street lamps in the village hall car park and is to be delivered on Friday, and taken as late as possible on the Saturday.

Street Lighting

A quote is awaited.

C.B.C. Replacement Local Plan

No councillors have volunteered for the focus groups.

E.A.L.C. Replacement Structure Plan Briefing

Mr. Draper attended. Cheque for payment has come to this Meeting for signature.

Rothards

Clerk is yet to contact tree surgeons. Mr. Falkingham has written asking what is happening. Clerk to respond that P.C. intends to carry out some surgery works, as advised by the arboriculturist, in the Autumn, and that this will be followed by regular management.

Village Shop Working Party

The meeting took place on 2/4/98. Mr. Gordon has visited the village halls advisor at R.C.C.E. To gain access to grants it will be necessary to have a feasibility study. A basic concept has been drawn up in order to get quotes for the study. Grants of up to £1,000 are available for the study and it is intended to apply. The Working Party is agreed on the facilities needed.

Hanna's Field Charity

Mr. Applegate is to suggest to the Charity at its next meeting that it takes free advice from the C.B.C. arboriculturist in order to produce a management plan the whole playing field.

Parish Paths Partnership

Clerk has returned the end of year forms. Clerk is to inform Paul Clark the C.B.C. Footpaths Officer that the path between the Old Forge and former P.O. garden is very wet and might benefit from a layer of road chippings. P.P.P. to be informed if C.B.C. cannot help.

Sirens - Hanningfield Treatment Works

Clerk is to invite representatives from Essex and Suffolk Water to come to the June Meeting to explain the emergency plans in the event of a leak of gas at the Works. The Meeting will have a 7.30 pm start and residents of Bennetts Ave and Tileworks Lane will be informed.

CORRESPONDENCECampaign for the Protection of Rural England

It was decided not to accept the C.P.R.E. invitation to become members.

Working Between the Tiers

C.B.C. Chief Executive has sent a copy of the District Audit report in which C.B.C. did well.

South Woodham Ferrers Police

Nigel Cockrell has taken over as the Section Inspector at S.W.F. Station and will be making contact in a few weeks to arrange a meeting.

School Standards and Framework Bill

Dr. Michael Clark MP notes P.C.'s concern and will monitor the proceedings of the committee stage of the Bill with a view to persuading the Govt. that it is in its own interests to abandon the proposal to end the local council nominating rights to school governing bodies.

A.C.D.P.C. A.G.M. 26/5/98

This will take place in St. Augustines Church Hall, Springfield at 7.45 pm. The guest speaker will be Derek Stebbing of C.B.C. who will speak on the subject of the Revised Essex Structure Plan. Three representatives from each parish are eligible to attend. Clerk will attend and councillors are to let her know whether they are available.

North Essex Health Authority Board Meeting 28/5/98

It was noted that this will take place in the Cornhill Suite, Town Hall, Waltham Abbey at 9.30 am.

Chelmsford Crossroads Care Attendant Scheme

The Scheme provides respite care to carers in Chelmsford Borough. Their introductory letter asks for consideration be given to providing financial assistance. This is to be circulated and brought back to the next Meeting.

C.B.C. Review of Revenue Support to Local Councils

C.B.C. has sent a report and is asking parishes to send representatives to a meeting on 28/5/98 and to send comments in writing by 18th. May. The report is to be circulated quickly so that Clerk can construct a response in the allotted time.

FINANCEPayments

The following cheques were signed:

	NET £	VAT £	TOTAL £	
E.A.L.C.			5.00	Structure Plan Briefing;
E.H. Parochial Church Council			200.00	Church yard grant;
Hanna's Field Charity			20.00	Rent for Playscheme;
K. Plumridge	295.12	3.47	298.59	Salary & reimbursements;
R.E. Wiggins Engineering	135.00	23.67	158.67	Galvanised hand rail.

The following amount has been deposited in the current account:

HM Customs & Excise £209.91 VAT refund.

The following amount has been deposited in the deposit account:

Barclays £44.97 Interest.

Financial Regulations

It was agreed to adopt the following regulations:

1. General
 - 1.1 These financial regulations shall govern the conduct of the financial transactions of the Council and may only be amended or varied by resolution of the Council.
 - 1.2 The responsible financial officer (RFO) under the policy direction of the Council shall be responsible for the proper administration of the

- 1.3 The RFO shall be responsible for the production of financial management information.
2. Annual Estimates
 - 2.1 Detailed estimates of income and expenditure on revenue services, and receipts and payments on capital account, shall be prepared each year by the RFO.
 - 2.2 The RFO shall supply each member with a copy of the approved estimates.
 - 2.3 The annual capital and revenue budgets shall form the basis of financial control for the ensuing year.
3. Budgetary Control
 - 3.1 Expenditure on the revenue account may be incurred up to the amounts included under each approved budget heading.
 - 3.2 No expenditure may be incurred which cannot be met from the amount provided under the appropriate budget heading unless a virement has been approved by the Council.
 - 3.3 The RFO shall periodically provide the Council with a statement of income and expenditure to date under each head of the approved annual revenue and capital budgets.
 - 3.4 The Clerk may incur expenditure on behalf of the Council which is necessary to carry out any repair replacement or other work which is of such extreme urgency that it must be done at once, whether or not there is a budgetary provision for the expenditure, subject to a limit of 10% of the Precept. The Clerk shall report the action to the Council as soon as practicable thereafter.
 - 3.5 Where expenditure is incurred in accordance with Regulation 3.4 above and the sum required cannot be met from savings made elsewhere under the appropriate budget heading, it shall be subject to the provisions of a supplementary estimate approved by the Council.
 - 3.6 Unspent provisions in the revenue budget shall not be carried forward to a subsequent year unless approved at the budget meeting.
 - 3.7 No expenditure shall be incurred in relation to any capital project and no contract entered into or tender accepted involving expenditure on capital account unless the Council is satisfied that it is contained in the rolling capital programme and that the necessary capital funds are available, or the requisite borrowing approval can be obtained.
 - 3.8 All capital works shall be administered in accordance with the Council's Standing Orders and Financial Regulations relating to contracts.
4. Accounting and Audit
 - 4.1 All accounting procedures and financial records of the Council shall be determined by the RFO as required by the Accounts and Audit Regulations 1996.
 - 4.2 The R.F.O. shall be responsible for completing the annual accounts of the Council as soon as practicable after the end of the financial year and shall submit them to and report thereon to the Council.
 - 4.3 The RFO shall be responsible for maintaining an adequate and effective system of internal audit of the Council's accounting, financial and other operations in accordance with regulation 5 of the Accounts and Audit Regulations 1996. Any officer or member of the Council shall, if the RFO requires, make available such documents of the Council which relate to their accounting and other records as appear to the RFO to be necessary for the purpose of the audit and

- shall supply the RFO with such information and explanation as the RFO considers necessary for that purpose.
5. Banking Arrangements and Cheques
 - 5.1 The Council's banking arrangements shall be made by the RFO and approved by the Council.
 - 5.2 A schedule of the payment of money shall be prepared by the RFO and together with the relevant invoices etc presented to the Council. If the schedule is in order it shall be authorised by a resolution of the Council.
 - 5.3 Cheques on the bank account in accordance with the schedule referred to in the previous paragraph shall be signed by two of the three signatories authorised by the Council.
 6. Payment of Accounts
 - 6.1 Apart from petty cash payments all payments shall be effected by cheque or other order drawn on the Council's bankers.
 - 6.2 All invoices for payment shall be examined, verified and certified by the officer issuing the order. Before certifying an invoice the officer shall satisfy himself that the work, goods or services to which the invoice relates have been received, carried out, examined and approved.
 - 6.3 Duly certified invoices shall be passed to the RFO who shall examine them in relation to arithmetical accuracy and authorisation, and shall code them to the appropriate expenditure head. He shall take all possible steps to settle all invoices submitted, and which are in order, within 30 days of their receipt.
 - 6.4 All duly certified invoices will then be entered on the schedule referred to in 5.2 above.
 7. Loans and Investments
 - 7.1 All loans and investments shall be negotiated by the RFO in the name of the Council, and shall be for a set period of time in accordance with Council policy. Changes to loans and investments should be reported to the Council at the earliest opportunity.
 - 7.2 All investments of money under the control of the Council shall be in the name of the Council.
 - 7.3 All borrowings shall be effected in the name of the Council.
 - 7.4 All investment certificates and other documents relating thereto shall be retained in the custody of the RFO.
 8. Income
 - 8.1 The collection of all sums due to the Council shall be the responsibility of and under the supervision of the RFO.
 - 8.2 Particulars of all charges to be made for work done, services rendered or goods supplied shall be notified to the RFO and the RFO shall be ultimately responsible for the collection of all accounts due to the Council.
 - 8.3 The Council will review all fees and charges annually, following a report of the Clerk.
 - 8.4 Any bad debts shall be reported to the Council.
 - 8.5 All sums received on behalf of the Council shall either be paid to the RFO for banking or be banked by the officer collecting the money as directed by the RFO. In all cases all receipts shall be deposited with the Council's bankers with such frequency as the RFO considers necessary.
 - 8.6 A reference to the related debt, or otherwise, indicating the origin of each cheque, shall be entered on the paying-in slip.

- 8.7 Personal cheques shall not be cashed out of money held on behalf of the Council.
9. Orders for Work, Goods and Services
 - 9.1 An official order or letter shall be issued for all work, goods and services unless a formal contract is to be prepared or an official order would be inappropriate eg petty cash purchases. Copies of orders issued shall be maintained.
 - 9.2 Order books shall be controlled by the RFO.
 - 9.3 All officers are responsible for obtaining value for money at all times. An officer issuing an official order is to ensure as far as reasonable and practicable that the best available terms are obtained in respect of each transaction.
10. Payments Under Contracts for Building or Other Construction Works
 - 10.1 Payments on account of the contract sum shall be made within the time specified in the contract by the RFO upon authorised certificates of the architect or other consultants engaged to supervise the contract.
 - 10.2 Where contracts provide for payment by instalments the RFO shall maintain a record of all such payments. In any case when it is estimated that the total cost of work carried out under a contract, excluding fluctuation clauses, will exceed the contract sum by 5% or more a report shall be submitted to the Council.
 - 10.3 Any variation to a contract or addition to or omission from a contract must be approved by the Clerk in writing, the Council being informed where the final cost is likely to exceed the financial provision.
11. Stores and Equipment
 - 11.1 Delivery notes must be obtained in respect of all goods received into store and goods must be checked as regard quality at the time delivery is made.
 - 11.2 Stocks shall generally be maintained at the minimum levels consistent with operational requirements.
 - 11.3 The R.F.O. shall be responsible for an annual check of all stocks and stores.
12. Properties and Estates
 - 12.1 The Clerk shall make appropriate arrangements for the custody of all title deeds of properties owned by the Council. The RFO shall ensure a record is maintained of all properties owned by the Council, recording location, extent, plan, reference, purchase details, nature of the interest, tenancies granted, rents payable and purpose for which held in accordance with regulation 4(3)(b) of the Accounts and Audit Regulations 1996.
13. Insurance
 - 13.1 The RFO shall effect all insurances and negotiate all claims on the Council's insurers (in consultation with the Clerk).
 - 13.2 The Clerk shall give prompt notification to the RFO of all new risks, properties or vehicles which require to be insured and of any alterations affecting existing insurances.
 - 13.3 The RFO shall keep a record of all insurances effected by the Council and the property and risks covered thereby and annually review it.
 - 13.4 The RFO shall be notified of any loss liability or damage or of any event likely to lead to a claim.
 - 13.5 All appropriate employees of the Council shall be included in a suitable fidelity guarantee insurance.
14. Revision of Financial Regulations

14.1 It shall be the duty of the Council to review the Financial Regulations of the Council from time to time.

Accounts For Year Ended 31/3/98

The accounts were signed, by the Chairman and RFO, as a fair representation of the financial position of the Council at 31/3/98 and a reflection of its income and expenditure during the year.

PLANNING

98/00350/FUL Hanningfield Service Station, Southend Road

P.C. objected to the proposed retention of existing parking areas and formation of additional parking. P.C. does not support the extension of the activity at the site. The proposal would constitute a consolidation of non-conforming use in the countryside at a most unsuitable and dangerous position on the road network.

Hyde Hall Masterplan

A site visit took place on 17/4/98 which was attended by the Chairman. The site visit concentrated on the provisions for access to and from the local the road network as stated in the Masterplan, and possible alternatives. C.B.C. has not yet made a decision concerning the Masterplan.

AFFORDABLE HOUSING FOR LOCAL PEOPLE

P.C. supports in principle the Rural Housing Trust's proposal for a scheme of five houses to be built at the Highfields Farm site. P.C. would prefer a scheme comprising both shared ownership and rented housing, but would support an all rented scheme if the Rural Housing Trust found a shared ownership scheme impossible to implement. Clerk is to inform Mrs. Moor at the R.H.T.

CONSULTATION - E.C.C.- ESSEX REPLACEMENT COUNTY STRUCTURE PLAN: DRAFT DEPOSIT PLAN

The response drafted by the Clerk was accepted without amendment. Clerk is to deliver the response to E.C.C. by hand as it is required by 41/4/98.

CONSULTATION - D.E.T.R - MODERNISING LOCAL GOVERNMENT: BUSINESS RATES

This is in circulation. Clerk is to draft a response from councillors notes in time for the May Meeting as the response is required by 1/6/98.

CONSULTATION - D.E.T.R. - MODERNISING LOCAL GOVERNMENT: IMPROVING LOCAL FINANCIAL ACCOUNTABILITY

This is in circulation. Clerk is to draft a response from councillors notes in time for the May Meeting as the response is required by 1/6/98.

CONSULTATION - E.C.C. SOCIAL SERVICES - COMMUNITY CARE PLAN 1998-2001

The response drafted by the Clerk was accepted without amendment and is to reach E.C.C. by 30/4/98.

MATTERS FOR REPORT

Flies

The issue of the excessive numbers of flies experienced last Summer was brought to P.C.'s notice during Public Question Time. The Chairman is to ask Environmental Health to advise whether the flies constitute a health hazard or a nuisance and how the problem fits in the Agenda 21 topic.

Noticeboard

Mr. Grace has repaired the noticeboard at the Bicknacre Road junction under instruction from the Clerk, but it has been damaged again. The sheet of perspex has been taken and the lock is now unworkable. Clerk, using her executive powers, is to ask Mr. Grace to deal with the noticeboard as an emergency and to take whatever remedial safety action is needed.

Scarles Croft

The parking situation remains under review.

Bridon Close

Workers from the Industrial Estate are playing football on the green and causing damage. Clerk is to write to Mr. Andrews to ask him to identify the culprits and ask them to play at a more suitable location, ie. the playing field; and to write to Highways to ask about the legal position.

'Highwater Farm'

Dumping of rubbish at the site has been reported to C.B.C. as a change of use. Clerk is to ask the police whether they are aware that a 'show' is planned for 2-4 May.

Sports Courts

The courts are to be resurfaced and will be out of action for about 4 months. They will not be available for football for 6 months. The lining will be done as part of the contract.

Hanna's Field Charity

H.F.C. is interviewing gardener/groundsmen as Mr. Harvey has been unavailable. Mr. Gordon is to be asked to contact Mr. Harvey to ask whether he is still available for P.C.'s grounds work.

Creephedge Lane Junction

A car was seen in the ditch opposite the junction on 19/4/98. Clerk will log accidents at the junction which are reported to her in order to add weight to the call for increased safety at the junction.

There being no further business the Meeting closed at 10.24 pm.