

20TH. MAY, 1999

E.H.P.C. MINUTES

The Annual Meeting of the Parish Council was held on Thursday, 20th. May, 1999 at 7.38 pm in the Village Hall.

PRESENT

Mr. Dixon in the Chair, Mr. Parker, Mr. Draper, Mr. Feehan, Mr. Parker, Miss Waters and the Clerk.

APOLOGIES FOR ABSENCE

Apologies for absence had been received from Mr. Wigglesworth.

ELECTION OF CHAIRMAN

Mr. Dixon was 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 22nd. April, 1999.

APPOINTMENT OF VICE CHAIRMAN

Mr. Parker was appointed Vice Chairman.

REVIEW OF PARISH COUNCIL REPRESENTATIVES

The posts were allocated as follows:	
Association of Chelmsford District Parish Councils	the Clerk;
Civil Emergency Planning	the Clerk;
Essex Association of Local Councils	Chairman & Vice Chairman;
Footpaths	Mr. Draper;
Hanna's Field Charity	Mr. Applegate;
Internal Auditor	Mr. Feehan;
Mid Essex Community Health Council	Miss Waters;
Newsletter Editor (non elected post)	Mrs. Sherry;
Public Transport	the Chairman;
School Governing Body (non elected post)	Mr. Larkman;
Village Maintenance	the Chairman.

MATTERS ARISING FROM THE MINUTES OF THE PREVIOUS MEETING

Aland's Farm (p.370)

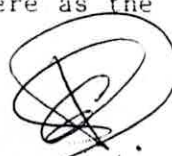
The Clerk has been talking to Tony Gooding, the Senior Enforcement Officer at C.B.C., about the enforcement situation. The presence of planning staff to talk on the issue at the next Meeting has yet to be confirmed.

Three Horseshoes P.H. (p.370)

A meeting is to be arranged shortly.

BT Cabinet - The Tye (p.370)

The Chairman and Clerk met representatives from BT and Lowrie on 26th. April. The old cabinet is to be removed as will its concrete plinth. The intention is to complete the work by mid to late June. The Clerk has asked for one of the vans at the site to be parked elsewhere as the two together



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are causing an obstruction near the junction with The Tye. A question had been raised at the site meeting as to whether the cabinet opposite the Old Church Road junction could be removed, but on investigation it was found to be a lightning protection unit and so must remain.

Flyposting Removal (p.370)

The Meeting is to take place on Wednesday, 26th. May at 10.30 am at Rails Farmhouse.

Street Lighting (p.371)

A C.B.C. engineer has been to inspect the site, and will be in touch shortly.

CORRESPONDENCE

Neighbourhood Watch/Policing/Hanningfield Show

Mike Philpott, District Neighbourhood Watch Co-ordinator, has provided a copies of his letter to the Chief Constable and Chairman of the Essex Police Authority concerning the deterioration of partnership between the Police and Neighbourhood Watch. The Clerk is to write in support of his letters. Responses are to be awaited before taking the matter to the E.A.L.C.

His letter refers to an incident at the Hanningfield Show which attracted four police cars to the village, and there was a prominent police presence in the village all day on the Sunday of the bank holiday weekend.

Mike Philpott complained about the presence of the rubbish at the site for several days after the event. It was removed by C.B.C. and the organisers, who had been warned about the problem, charged.

Traffic through the village had not been a problem as the Clerk had alerted the police as to the potential for grid-lock and they had allocated several specials to the event with the specific task of moving traffic on should a queue build up.

Catherine Close Play Area

C.B.C. Leisure Services is to exhibit a number of possible designs for new play equipment for the Catherine Close play area using the mobile promotional vehicle which will be parked at the Village Hall car park on Tuesday, 15th. June, from 10.30 am to 4 pm. The headteacher is to be informed and asked to allow the children to see the exhibition during school time. Neighbours of the site are to receive notification by letter. Notice of the exhibition has been included in the P.C. contribution to the June edition of the Newsletter. David Archer says he would be delighted to meet P.C. members on the day.

Financial Assistance to Parish Councils

C.B.C. Leisure Services are inviting applications to be made for financial assistance. The closing date is 15th. July and detailed information is required such as quotations, outline or preferably detailed costings, and any relevant plans.

Sportsmobile

C.B.C. Leisure Services is proposing to replace the Sportsmobile visits with sports specific coaching this Summer. This would allow children aged 6-8 to attend. The cost would be £35 per session and the sports available are: netball, cricket, hockey, athletics, tennis, basketball, and rugby.

P.C. is given three alternatives: to ask for the Sportsmobile to continue; to ask for Chelmsford City football coaches to visit between 16th. and 20th. August; or sports specific coaching.

It was agreed to ask for the Sportsmobile to continue.

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Justices' Licence - Three Horseshoes

The Legal Adviser at Essex Magistrates Courts, Harlow, has confirmed that P.C. was not served notice in respect of the last two applications for transfer of Justices' Licence in respect of the Three Horseshoes. A list of licensed premises in the parish was requested and has been supplied.

At this point, 8.35 pm, the Meeting adjourned for the Annual Parish Meeting and reconvened at 9pm.

FINANCECheques

It was noted that the counterfoils for the cheques signed at this Meeting would have to be initialled at a later date because the cheque book was with the Auditor. The following cheques were signed:

	NET £	VAT £	Total £	
M.D. Landscapes	206.10	36.06	242.16	Mowing;
Cornhill Insurance Plc.			250.80	Insurance;
E.C.C.	43.34	7.58	50.92	Stationery;
E.C.C.	71.00	12.43	83.43	Copier
				cartridge;
R. Harvey			98.00	Groundwork;
K. Plumridge			799.84	Salary etc.

Annual Accounts

The completed income and expenditure accounts for the financial year 1998/99 were approved by the Council and signed by the Chairman and Responsible Financial Officer.

It was noted that the Internal Auditor is being required by the Auditor to carry out checks on the accounts and to report these back to the Council so that they may be minuted.

PLANNING99/649/FUL Paprills Farm, Rettendon Road

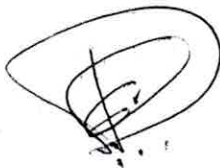
P.C. objected to the application for extensions and alterations including a new double garage and garden store, because it contravenes the policy which precludes extension to dwellings in the rural areas which do not fulfil any lack of amenity. No justification had been provided for a deviation from policy, and P.C. wished it to be noted that, should a justification be forthcoming P.C. would reconsider its decision.

99/693/FUL Little Claydons Farm, Old Southend Road

There were no objections to the proposed replacement of the existing hip roof and lean-to roof over kitchen with gable to match house.

CONSULTATION:- BOROUGH LOCAL PLAN 2001-2011 ISSUES REPORT

It was agreed to approve the Clerk's draft response with an additional comment asking for adequate provision to be made so as not to stifle possible manufacturing coming into the Borough. The Clerk was asked to congratulate C.B.C. on their excellent and positive document.



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\*subject to the Working Party meeting again on 23rd June.

VILLAGE HALL PROJECT FEASIBILITY STUDY

At its recent meeting, Hanna's Field Charity agreed to support the smaller scheme. The Working Party has had two further meetings and is comfortable to continue.\* They have met with Tricia Foreman at R.C.C.E. to find out about available funding, and have been advised to go ahead with a planning application, and to approach the Lottery Charities Board first. The W.P. will meet again on 23rd. June. The W.P. put forward the following recommendations to P.C.:

1. E.H.P.C. should find at least half of the village contribution (£23,000), ie. £11,500, based upon current estimates.
2. E.H.P.C. should consider its position re funding the room for community use for which the current estimate is £30,000.
3. E.H.P.C. should lead in the application for planning permission.

It was agreed that the matters of funding and applying for planning permission are to be agenda items for the next meeting.

The Working Party is to be asked to investigate having the new build as a self contained building, so as to avoid VAT.

The Chairman as Borough Councillor is to ask planning officers at C.B.C. whether the planning application should be for outline or full permission.

The Working Party is to be asked to consider applying for financial assistance from C.B.C. noting that the final application date is 15th. July.

AFFORDABLE HOUSING FOR LOCAL PEOPLE

The Council considered a ground plan of the proposed scheme at Highfields Farm. It is proposed that there should be four homes for private sale, two for shared ownership and five for rent. All buildings presently on the site would be cleared, and an area of land to the North of the site would be conveyed to the Parish Council for community use. Applicants for the affordable housing will be required to be on the C.B.C. housing list. A Section 106 agreement will stipulate that the affordable housing will be for local people in perpetuity. An extant permission for a house on the farm site would be withdrawn. The entrance road would be made up.

It was decided that the Parish Councillors should meet at the site to discuss the proposal, before the next Meeting, and to meet representatives from the R.H.T. on site also. It was agreed to have a site meeting on Sunday, 6th. June for councillors at 10 am, and to invite the R.H.T. to attend at 11 am on the same day.

MATTERS FOR REPORT

Circulation

Miss Waters is to keep the C.V.S. and M.E.C.H.C. leaflets which were in the circulation envelope.

Towards and East of England Regional Planning Framework

Miss Waters expressed an interest in writing to the authors of the document.

A130 Alterations

The work has not yet started.

Creep hedge Lane Junction

The fingerpost and reflector bar have been flattened again. Replacements have been ordered.

  
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Village Spring Clean

All participants were thanked for their contribution. Some new faces had turned up and it was noted that there had not been as much rubbish to pick up as in previous years. Suggestions which came from the exercise included: asking C.B.C. to mow the verges before the tidy-up; and installing a litter bin at the road stone depot, as it is used as a layby. Matters requiring a report to C.B.C. included: lengths of aluminium in Back Lane and speed limit sign turned round; child and adult walking sign covered by overgrowth between Carpenters and the Ridings; and parking of vehicles extended through hedge at Hanningfield Service Station.

Diamond Bus Service

It was noted that there is no bus in the evenings between 6.30 and 8.30 to bring commuters home from the station. The Chairman is to investigate and speak to E.C.C.

Hanningfield Show

It was noted that the organisers of the show employ a contractor to install signage to the event. The signs direct traffic through the village. For future events it would be advantageous if the C.B.C. Highways staff, organisers and Police could organise a better route which avoided the village centre.

There being no further business the Meeting closed at 11.20.

  
Chairman

24<sup>th</sup> June 1999

A Meeting of the Parish Council was held on Thursday, 24th. June, 1999 at 8.20 pm in the Village Hall.

### PRESENT

Mr. Dixon in the Chair, Mr. Applegate, Miss Waters and Mr. Wigglesworth with the Clerk and one member of the public in attendance.

### APOLOGIES FOR ABSENCE

Apologies for absence had been received from Messrs. Feehan and Parker, and Mr. Draper had indicated that his arrival would be delayed.

### MINUTES OF THE PREVIOUS MEETING

The Minutes were amended as follows:

On page 377 under the heading *Village Hall Project Feasibility Study*, the second sentence was amended to read 'The Working Party has had two further meetings and is comfortable to continue subject to the Working Party meeting again on 23rd. June'; and 'based upon current estimates', was added after '£11,500'.

On page 378, under the heading *Diamond Bus Service*, 'a' was added between the words 'not' and 'bus'.

The Minutes were then signed as a true record of the Meeting held on 20th. May, 1999.

### MATTERS ARISING FROM THE MINUTES OF THE PREVIOUS MEETING

#### Three Horseshoes P.H. (p. 374)

The Chairman is to arrange a meeting.

#### Association of Chelmsford District Parish Councils (p.374)

The Clerk had attended the A.G.M. and been appointed Vice Chairman and representative on the E.A.L.C. There are vacancies on the A.C.D.P.C. Executive Committee. Superintendent Brian Storey talked about policing in Chelmsford, in particular the 'intelligence lead' initiative which involves collating reported incidents. The new information network is called Colin, and Parish Councillors will be invited to see it in action in mid-July. There is now a call-minder system on the telephone for non-urgent messages and the number at South Woodham Ferrers is 327560.

#### BT Cabinet (p.374)


Lowery have removed the old concrete where the previous cabinet stood, and covered the graffiti with a layer of cement. BT has confirmed that the triple chamber cannot be replaced with a double chamber.

#### Flyposting Removal (p.370)

The Chairman, Clerk and Miss Waters had met Paul Triggs of C.B.C. Planning to discuss the possible delegation of flyposting removal to P.C. There was a general feeling from the meeting that it would be an unfortunate precedent to set to accept a delegated function without supporting funding. It was agreed to leave this matter in abeyance.

#### Neighbourhood Watch (p. 375)

Superintendent Brian Storey has responded to the Clerk's letter, being the officer in overall command of Chelmsford Division. A copy of his letter is to be passed to Neighbourhood Watch.



Mr. Draper arrived at this point.

Sportsmobile (p.375)

As no other parish has asked for Sportsmobile visits, it has been decided not to provide them. C.B.C. is therefore asking P.C. to decide which sports specific coaching could be provided for East Hanningfield. The Clerk is to try to get some idea of what the children would like by asking those who attend the Rainbow Club.

Affordable Housing - Site Meeting (p.377)

At the site meeting it was noted that the finger post where Footpaths 2 & 3 join is missing. This and the post missing from where Footpath 16 joins the Main Road behind Rails Farmhouse have been notified to the Rights of Way Officer at C.B.C. A response has been received that they are on a recreational path list and will be dealt with after the social needs paths. The Clerk is to write to express P.C.'s dissatisfaction at this apparent ranking of paths, and to draw C.B.C.'s attention to the social aspect of Footpath 2 which allows pedestrians to reach the Common without walking along the Main Road which has no footway.

CORRESPONDENCE

Water Main - The Tye

Lord Petre has written to alert P.C. to the Water Company's intention to replace the main along the full length of the Tye. Previous information from the Water Co. was that the present main would be lined from the South end as far as the Mill. The Clerk is to thank Lord Petre for the information and to ask the Water Company for clarification; to leave the Tye in good order; and to ask other service providers whether they would like to take advantage of the excavations.

A new leak has been found on the Tye in front of Scarles Croft and reported to the Water Co.

Chelmsford Council for Voluntary Service A.G.M.

Miss Waters is to attend the A.G.M. on Tuesday, 6th. July, at 7.30 pm at Essex County Cricket Club.

E.A.L.C. Annual Report & Accounts 1998/99

These will be circulated after the A.G.M.

C.B.C. Draft Tourism & Visitor Strategy

Economic Development and Property Services will be consulting on the Strategy at the end of June in order to produce a report for the meeting of the Enterprise and Economic Development Committee on 21st. September. Two copies have been requested.

E.C.C. Passenger Transport Meetings

The April/May series of meetings have not taken place because of the loss of the Liaison Officer. A new officer is to be appointed shortly and the Autumn round of meetings will take place as usual.

Free Poop Scoop Bags

C.B.C. Environmental Services has offered to provide a supply of the bags for free distribution. The Clerk has requested a supply.

Chelmsford Divisional Policy Plan 1999/2000

Superintendent Brian Storey has sent a copy of the Plan through the E.A.L.C. mailing, as promised at the A.C.D.P.C. A.G.M. Written comments are invited. The Plan is in circulation.

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FINANCEE.A.L.C. Training

It was agreed that Miss Waters should attend the Law and Procedures training session on 21st. July at 2.30 pm at Great Dunmow, at a cost of £5.

It was agreed that should Mr. Feehan express an interest in attending the Finance training session on 28th. July, the Clerk should book it for him, and raise a cheque between Meetings to cover the fee of £5.

Annual Audit

The annual audit was straightforward, with no problems to report.

Village Hall Project

Following receipt of the feasibility study and consultations with R.C.C.E. and the Charity Commission, the Working Party has agreed the following plan of action:

- a) To approach the Charity Commission to establish the charitable nature of the development of the PO/shop within the Village Hall, particularly having regard to the promotion of rural regeneration published by the Charity Commission;
- b) To request P.C. to seek planning permission for Scheme B (smaller project);
- c) To request Wilkinson Pratt to prepare detailed design plans;
- d) Following favourable responses from a) and b), apply to Lotteries board as appropriate, hopefully for full funding;
- e) Depending on Lotteries Board response, apply to other bodies for funding.

The Working Party recommends that a professional be employed to complete and submit all relevant fund-raising applications.

- i) It was agreed that P.C. should apply for planning permission for the building project, and pay the fee of £285.
- ii) It was agreed that P.C. should provide half of the village contribution, presently estimated at £11,500.
- iii) It was agreed that P.C. should apply for loan sanction to borrow £40,000 to cover the cost of providing the room for community use.

Mr. Wigglesworth is to ask R.C.C.E. for advice concerning the advisability of applying to C.B.C. for financial assistance, which would have to be done by 15th. July.

Street Lamp - Village Hall Chase

It was agreed that the Clerk should ask C.B.C. to proceed with the installation of the street light at the estimated cost of £921.27 & VAT, and also to apply for the 50% grant from C.B.C.

Word Processor

The printer for the Amstrad has been sent to Canon for repairs, but they will not proceed without an up-front payment of £60 & VAT. In the light of the Amstrad's age and unreliability it was decided to recall the printer, without a repair, in order that it may be deleted from the P.C.'s list of assets. The Clerk and Mr. Draper are to investigate the purchase of a computer, in order to report back to the July Meeting.

Payments

The following have been deposited in the Current Account:

Chelmsford Borough Council	£7,619.00	Half Precept;
Baddow Plumbing Services	£20.00	Newsletter income;
Windmill Tavern	£36.00	Newsletter income;
Hanningfield Motor Co.	£20.00	Newsletter income.

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The following cheque had been signed between Meetings:

Printing Place £429.00 June Newsletter.

The itemised account for the cover printing has been passed to Cobb.

The following cheques were signed at the Meeting:

	Net £	VAT £	Total £	
C.B.C.			57.57	Uncontested election expenses;
M.D. Landscapes	206.10	36.06	242.16	Mowing;
E.A.L.C.			125.86	Annual subscription;
K. Plumridge			324.47	Salary & reimbursements;
R. Harvey			98.00	Groundswork;
R. Harvey			98.94	Repairs;
E.A.L.C.			5.00	Training course;
C.B.C.			285.00	Planning Application.

## PLANNING

### 99/757/FUL Rose Hill Hatchery

There were no objections to the proposed new hatchery.

### 99/775/FUL 16 Ashley Green

There were no objections to the proposed single storey rear extension.

### 99/506/FUL Spinney Farm (amended application)

There were no objections to the proposed extension to the poultry house.

## AFFORDABLE HOUSING FOR LOCAL PEOPLE

Mr. Draper declared an interest in this topic and withdrew from the Meeting.

The Chairman reported that the Housing Committee has considered the Rural Housing Trust's funding request and has suggested the the R.H.T. applies to the Housing Corporation. In the event of no support being forthcoming, the Housing Committee will reconsider the request. C.B.C. has agreed to the allocation of the housing to local people. The R.H.T. is presently producing a planning application which will come to P.C. for consultation in the usual way. The planning application will probably be received in time for consideration at the July Meeting.

The plot which would be conveyed to the Parish Council for community use, should the project go ahead, is approximately 2 acres in size. The name of the site has been confirmed as Cart Lodge Field. \*

It was decided not to invite Mrs. Moore to the next P.C. Meeting.

Mr. Draper returned to the Meeting.

## ESSEX ASSOCIATION OF LOCAL COUNCILS

### A.G.M. Attendance

The Chairman is to attend the A.G.M. on 7th. July at 8 pm in the Maurice Rouston Hall, Gosfield.

### A.G.M. Motions

- i) It was agreed to support the proposed budget and affiliation fee.
- ii) It was agreed to support the proposed amendment to the Constitution.

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- iii) It was agreed to support the retention of the designation of the post of Secretary.
- iv) It was agreed to make no comment concerning the cost of local elections.

E.C.C. Grant to E.A.L.C.

The Clerk was instructed to write to the Chief Executive of E.C.C. to express P.C.'s concern at the 50% drop in E.C.C. grant to E.A.L.C.

CONSULTATION:- NATIONAL ASSOCIATION OF LOCAL COUNCILS, PROPOSED CONSITUTION REVISIONS

The Clerk is to inform E.A.L.C. that P.C. wishes to see local councils remain members of the Association; local councils retaining ownership of the N.A.L.C. building; and the General Meeting remaining in charge.

MATTERS FOR REPORT

Bouncy Castle at Three Horseshoes

Some residents of the Common have commented adversely regarding the siting of the bouncy castle on the road side of the garden. The Chairman is to ask C.B.C. Planning for an opinion.

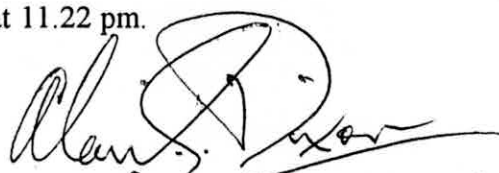
Commemorative Plaque

A plaque which once marked one of the trees on the Tye near Scarles Croft has been found. The possibility of its being returned to its tree is to be investigated.


A130 Traffic

The Chairman is to arrange the site meeting to consider the traffic conditions now that the alterations have been completed.

There being no further business the Meeting closed at 11.22 pm.

  
 Chairman 22<sup>nd</sup> July 1999

\* A discussion then ensued when considerable concern was expressed concerning access to the proposed site. The Chairman indicated this was a matter that would be considered by Highways Dept. when the Planning Application was submitted to C.B.C.

  
 22/7/99

A Meeting of the Parish Council was held on Thursday, 22nd. July, 1999 at 8 pm in the Village Hall.

### APOLOGIES FOR ABSENCE

There were no apologies for absence but Mr. Draper had indicated that his arrival would be delayed.

### MINUTES OF THE PREVIOUS MEETING

On page 383, under *Affordable Housing for Local People*, following the words "Cart Lodge Field." the following two sentences were added:

A discussion then ensued when considerable concern was expressed concerning access to the proposed site. The Chairman indicated this was a matter that would be considered by Highways Dept. when the Planning Application was submitted to C.B.C.

The Minutes were then signed as a true record of the Meeting held on 24th. June, 1999.

At this point the Meeting adjourned for Public Question Time.

### MATTERS ARISING FROM THE MINUTES OF THE PREVIOUS MEETING

#### Sportsmobile (p.380)

C.B.C. is to provide tennis coaching with rounders on the mornings of 23rd. and 27th. August, from 9.30 until 12.30. C.B.C. will charge P.C. a total of £70. All the Summer Holiday Activities at the Village Hall have been listed on a leaflet which has been distributed to councillors for door to door delivery.

#### Annual Audit (p.381)

The Clerk has reminded the auditor that the certificate of audit has not yet been received. This has prevented completion of audit being advertised. The auditor has informed the Clerk that District Audit will not be undertaking the audit next year because the Audit Commission has replaced them in this area with a private company. The Clerk is to bring this matter to the attention of A.C.D.P.C. as it might be worthwhile having a meeting with the new auditors before the next audit.

#### Village Hall Project (p.381)

The planning application has been submitted.

The Clerk has not completed the loan sanction application because it was necessary to state when P.C. wishes to draw on the loan, noting that sanction only lasts six months, so it is necessary to be fairly accurate as to when the money will be required. The Clerk was instructed to request the loan for July, 2000.

The Clerk has made a preliminary request for funding from C.B.C. for £54,000, this is 30% of the cost of the project and the maximum proportion C.B.C. will fund. If the bid is successful the funds will be available for two years from 1st. April, 2000.

#### Street Lamp, Village Hall Chase (p.381)

The Clerk has instructed C.B.C. to proceed with the installation subject to the 50% grant being available.

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Word Processor (p.382)

Canon requires £11.75 for handling and postage to return the printer.

E.A.L.C. A.G.M.(p.382)

The Chairman was unable to attend due to a prior commitment.

E.C.C. Grant to E.A.L.C. (p.383)

The Clerk reported that as part of the cost cutting exercise being considered by E.A.L.C. there is a proposal that E.A.L.C. should stop supplying free copies of Local Council Review to its members, because this is costing £2,500 per annum. Another suggestion is that E.A.L.C. should withdraw from N.A.L.C. Affiliation is presently costing about £14,000 per annum, which is far higher than an equivalent service of legal advice from a solicitor would be.

The Clerk has yet to write to the Chief Executive of E.C.C. because she was seeking to find out more background information about the funding decision. The information is such that parish councils' lobbying of their individual county councillors before the next funding round would probably be successful.

The Chairman reported that Lord Hanningfield had promised to investigate.

N.A.L.C. Constitution Revisions (p.383)

These have been discussed by the E.A.L.C. Executive and are to be the subject of a special working party meeting. One point that E.A.L.C. is going to object to most strongly is the proposal that affiliation fees should be linked to the population of the counties not to the population of the member councils. This would mean counties with large unparished areas or low N.A.L.C. membership would be paying proportionately higher than others.

E.A.L.C. Training (p.381)

Mr. Feehan was not available to attend the Finance training session.

Miss Waters had attended the Law and Procedures training session and the literature from the session was to go into circulation.

Chelmsford Council for Voluntary Service A.G.M.(p.380)

Miss Waters had obtained a copy of the Annual Report at the A.G.M. for circulation.

A130 Traffic (p.383)

The Chairman and Miss Waters had met Ken Gordon from C.B.C. Engineering at the A130 near the Bell junction. Ken Gordon suggested several signage improvements, including a possible SLOW on the road, to draw drivers' attention to the pinch point at the top of the hill. He also suggested SLOW should be painted on the road adjacent to the sign indicating Bennetts Avenue. The proposed footway on the Highlands Farm side of the road is to go on the list of minor schemes.

Bouncy Castle at Three Horseshoes (p.383)

The bouncy castle does not require planning permission as it is not a permanent structure.

Planning Dept. is to ask the management to move it back because of local concern.

Three Horseshoes P.H. (p.379)

The Chairman has yet to arrange a meeting.

Water Main - The Tye (p.380)

There have been two bursts in front of the Old Forge and one in front of Scarles Croft. The second leak in front of the Old Forge drained a lot of silt into the ditch. The Water Co. has been informed, accepted responsibility and asked C.B.C. to deal with it. C.B.C. will invoice the Water Co. for the work.



26/8/99

CORRESPONDENCEP.P.P. Developing Local Skills Training Courses

E.C.C. is asking for registration of interest in courses and for indication of preferred times. Mr. Draper is to let the Clerk know which courses interest him.

Picnic Play

The C.B.C. Leisure Services Picnic Play sessions will not be using the Playbus this year, but all the usual activities will be provided.

Chelmsford City Campaign

C.B.C. Chief Executive is asking for parish councils to write to the Home Secretary in support of the campaign for city status. It was decided not to support the campaign.

C.B.C. Community Safety Strategy

A copy of the strategy has gone into circulation and feedback is welcomed.

It was agreed to ask for a visit by the youth service roadshow which is being offered to parish councils in November.

Public Inquiry into Objections to the Essex and Southend Waste Local Plan

There is an opportunity to submit further written evidence or appear at the inquiry, which begins on 26th. October. It was decided that no further action was necessary.

FINANCEClerk's Salary

In line with the N.A.L.C. recommendation of a 3% rise, it was agreed that the Clerk's salary, back dated to 1st. April 1999, should be £7.15 per hour, which amounts to £3,432 per annum, plus £188.10 per annum office accommodation allowance.

Work Station

Having compared the merits of eight different computer packages, it was decided to purchase the Dell Dimension XPS direct from Dell Computers at the price of £1055 plus £184.63 VAT & £47 delivery.

Payments

The following cheques were signed:

	NET £	VAT £	Total £	
Canon Business Service			11.75	Return of printer;
K. Plumridge	358.70	4.01	362.71	Salary etc;
R. Harvey			101.50	Grounds work.

The following deposits were noted:

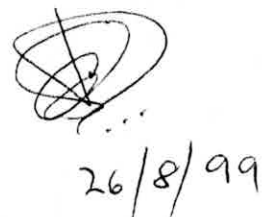
Barclays	Deposit Account	77.95	Quarterly interest;
Cobb Breeding Co.	Current Account	291.00	Newsletter cover sponsorship.

Groundwork

The narrow verge opposite the Bicknacre Road junction where the concrete bollards stand, is to be added to Mr. Harvey's list of groundwork jobs.

PLANNINGCC/CHL/22/95 - A130 (A12-A132)

There were no objections to the details of the proposed bridges, but the Clerk is to question the alignment of the St. Peter's Way footbridge, and to ask for a Second World War pill box to be preserved.



26/8/99

It was noted that the exhibition by E.C.C. suggesting traffic calming measures in the communities near the A130 was at the Village Hall car park on 21st. July and would be at Rettendon on Saturday, 24th. July.

99/948/FUL East Hanningfield Hall

There were no objections to the proposed demolition of the existing garage and garden store and erection of a new garage and store.

99/749/FUL Little Maples, The Common

There were no objections to the proposed side dormer window extension.

APPLICATION FOR TRANSFER OF JUSTICES' LICENCE AND RE-GRANT OF SECTION 34 PERMIT - PLOUGH AND SAIL PUBLIC HOUSE

There were no objections to the proposed transfer of licence to Laura Jane Morris and Edward Mark Smith.

CONSULTATION: DRAFT ESSEX SCHOOL ORGANISATION PLAN 1999-2004

The Clerk is to respond to the draft plan stressing the importance of rural communities retaining their schools, and drawing attention to the confusion in the plan concerning ethnicity and race, and the overemphasis on academic achievement to the disadvantage of craft skills.

MATTERS FOR REPORT

Gateway Sign, The Common

The sign on the West side of the road has received some impact damage.

Post Box

The Clerk is to remind Royal Mail about P.C.'s query.

Tye Railings

Three contractors have been approached for quotations, but the third is yet to arrive.

30 mph Speed Limit

The Chairman has asked Lord Hanningfield to ask county council officers to relax the criteria regarding 30 mph speed limits. Ken Gordon of C.B.C. has expressed the opinion that E.C.C. is relaxing the criteria except in this area.

The Clerk is to write again to C.B.C. about the delay in achieving the speed limit.

A130 - Howe Green junction

It was noted that there is no sign indicating the change from 30 mph to 50 mph speed limit at the junction. This has been drawn to the attention of C.B.C. Engineering.

Councillors Expenses

It was noted that P.C. must authorise the payment of expenses for a councillor representing P.C. at an event outside the parish when the councillor is nominated to attend.

Essex Biodiversity Plan

The plan is to be circulated.

Mid Essex Community Health Council

The *Annual Report* and *Guide to Using the Health Service* are to be circulated.

There being no further business the Meeting closed at 10.40.



Chairman

26<sup>th</sup> August 1999

A meeting of the Parish Council was held on Thursday, 26<sup>th</sup>. August, 1999 at 8 pm in the Village Hall.

APOLOGIES FOR ABSENCE

Apologies for absence had been received from Mr. Feehan.

MINUTES OF THE PREVIOUS MEETING

The following was added to the last sentence in the paragraph headed "Consultation: Draft Essex School Organisation Plan":

"and the overemphasis on academic achievement to the disadvantage of craft skills."  
The Minutes were then signed as a true record of the Meeting held on 22<sup>nd</sup>. July, 1999.

MATTERS ARISING FROM THE MINUTES OF THE PREVIOUS MEETING

Affordable Housing (p384)

A planning application is yet to be lodged with C.B.C.

Gateway Sign, The Common (p387)

The gateway sign is still leaning, but it is in C.B.C. works programme.

Post Box (p387)

A reply is awaited from Royal Mail.

Tye Railings (p387)

A third quotation is still awaited.

Sportsmobile (p384) & Picnic Play (p386)

All the summer holiday activities have taken place except the second tennis coaching session. All sessions have been well attended except the Youth bus, which attracted only three children who come from Broomfield. The poor attendance for the Youth bus will be taken into account when deciding next year's activities. In the meantime, the Clerk is to check with Leisure Services whether the Youth bus attracted similar low attendance across the borough.

Village Hall Project (p384)

A letter has been received from DETR confirming borrowing approval. The letter appears to give borrowing approval now rather than next year. The Clerk is to check whether this is the case.

Water Main - The Tye (p385)

FPDSavills have been asked to act on behalf of the Water Company in connection with the proposed main renewal scheme. The current proposals are to renew the mains on the east side of the Tye from approximately The Old Post Office south to the junction with Old Church Road. Savills will contact P.C. with a start date when it is known.

The Clerk is to respond to Savills and the Water Co. that the numerous bursts in the northern section warrant a replacement of the main for the full length of the Tye.

Chelmsford City Campaign (p386)

The C.B.C. Chief Executive also wrote to A.C.D.P.C. for support. The Association then wrote to the executive committee members in order to gauge an opinion in time to respond in the short timescale. The Clerk responded with P.C.'s opinion by return of post.



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Work Station (p386)

There had been an error in the calculation of the price. The final figure was £1,195, including delivery, plus VAT. In consultation with the Chairman and Vice Chairman the Clerk proceeded with the order, as the price was to be held only until the end of the month. An alternative means of ordering the system was investigated, but found to be unsuitable. The Clerk reported that she had had the system up and running for only a few days because she had spent a fortnight rebuilding her office to accommodate it. She was getting used to the updated programme and had experienced some problems, not all of which she had resolved.

The Clerk has requested information and forms from the Data Protection Registry. Registration will cost £75 if found to be necessary.

Bouncy Castle at Three Horseshoes (p385)

The Chairman is to ask the Planning Dept. whether they have contacted the Three Horseshoes.

CORRESPONDENCETidal Flood Sirens Test – 1830 hours, Thursday, 2<sup>nd</sup>. September

Notice has been received from the Principal Emergency Planning Officer at E.C.C. The posters supplied have been displayed on the P.C. notice boards.

P.P.P. Developing Local Skills Courses

The courses will run through October and November and cost £15 each.

It was agreed that Miss Waters should attend the Recruiting and *Leading Voluntary Groups* course on 29<sup>th</sup>. October and the *Negotiation Skills for Dealing with Access Issues* course on 5<sup>th</sup>. November, for which she may claim her travelling expenses.

Mr. Draper is to notify the Clerk should he wish to attend any of the courses.

Passenger Transport Representative Meetings

E.C.C. advises that the meeting for the Chelmsford area will take place on Monday, 20<sup>th</sup>. September in the Development Services Room, Engineering Services C.B.C. Offices, Coval Lane, at 2.30 pm.

Computer Insurance

The new computer has been added to the insurance schedule. No additional premium is required before renewal.

Proposed Pipeline Under The Tye

Strutt and Parker are acting as agents for Lord Petre. He has instructed them to ensure that the work is properly carried out and the surface fully reinstated, also as far as possible to ensure that third party easement rights are not damaged, or that damage is compensated, and that P.C. does not suffer any damage or loss. In looking after Lord Petre's interest they would be happy to seek also to protect P.C.'s interests in the Tye on a basis that any professional costs incurred should be met by the Water Co. They request confirmation at the earliest opportunity.

It was agreed that Strutt and Parker should be requested to act on P.C.'s behalf on the understanding that any costs incurred would be met by the Water Co.

Essex and Southend Waste Local Plan

E.C.C. has served notice that the public inquiry into objections will commence on 26<sup>th</sup>. October, at 10 am at Christ Church in Chelmsford.

23/9/99

FINANCEObsolete Equipment

The following items are to be written off as valueless and removed from the insurance schedule:

Electric typewriter; word processor; and 48 sports shirts.

1998/99 Audit

The Chairman has received a letter from the Audit Manager at District Audit summarising specific matters arising from the audit, which the auditor asks to be reported to the Council; that appropriate action should be agreed; and confirmation provided that this has been done. The auditor anticipates that an unqualified audit opinion will be given after any outstanding issues have been cleared.

The Auditor's Certificate and Opinion dated 27<sup>th</sup>. July, 1999 has been received, and displayed on the P.C. notice boards with the accounts as legally required.

The Chairman is to respond to the points raised as follows:

1. The accounts need to be presented to the Council for their approval in order to conclude the audit. Response: The accounts were presented to P.C., approved and signed on 20<sup>th</sup>. May. The signed copies were given to the auditor at the audit meeting. The legal requirement is that the accounts should be presented to the Council and signed within six months of the year end. There is therefore no case to answer.
2. Not all bank statements were produced at audit. Response: All statements were produced which had been received by the date when the books were delivered to the auditor. There is therefore no case to answer.
3. The following documents were not provided for the audit this year: supporting evidence to verify salaries paid; and list of creditors. Response: The amount agreed to be paid as salary appears in the Minutes. Each payment is itemised on the cheque stub and in the Clerk's expenses book. It would be unreasonable and bad practice to itemise salary payments for public display in the Minutes. The list of creditors was shown to the auditor at the audit meeting and he crossed it off in his file. There is therefore no case to answer on either of these points.
4. The accounts did not state what the signatories were certifying. Response: this was an omission, which will be rectified.

Payments

The following cheque was signed between Meetings:

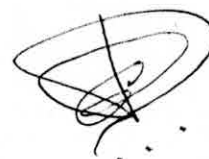
	NET £	VAT £	Total £	
Dell Computers	1195.00	209.13	1404.13	Computer system;

The following sum was debited from the current account on 24<sup>th</sup>. September:

Public Works Loan Account	248.36	Field Loan;
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The following cheques were signed at the Meeting:

A.C.D.P.C.			18.00	Annual subs.;
M.D. Landscapes	206.10	36.06	242.16	Mowing;
Garden & Woodcraft Services			25.00	Mulch;
H.F.C.			55.00	Hall rent;
R. Harvey			140.00	Grounds work;
K. Plumridge			356.16	Aug. salary etc.;
E.C.C.			30.00	...P.P.P.training



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It was agreed that, between Meetings the following cheques may be signed as required:

The Printing Place	a sum not exceeding	150.00	News printing;
Data Protection Registry			75.00 Registration fee;
E.C.C.		15.00	per PPP course.

It was noted that the following debit will be made from the current account on 11<sup>th</sup>. September:  
Public Works Loan Account 637.03 Hall loan.

### PLANNING

#### 99/1086/FUL The Spinney Farm

There was no objection to the proposed new poultry house, but P.C. is concerned about the disposal of the poultry litter, and would like to see if composted before disposal. P.C. notes Action AG7.1 in the Essex Rural Strategy Action Plan Towards 2000 and farmers being encouraged to produce Farm Waste Management Plans. MAFF Codes of Good Agricultural Practice for the Protection of Soil and for the Protection of the Air advise that manure should be well rotted before applying to the soil. Farmers in this area are not following the Codes of Good Practice when applying poultry waste to fields. By spreading raw waste and leaving it above the soil (not ploughing it in) they are subjecting the local population to prolonged periods of offensive smells and breeding flies.

#### 99/1095/FUL Windmill Farm, Back Lane

There was no objection to the proposed dormer windows to replace existing roof lights.

#### 99/1133/FUL 34 Highfields Mead

There was no objection to the proposed room in the roof.

### VILLAGE HALL PROJECT

C.B.C. has responded to the application for financial assistance by asking P.C. to consider an alternative building, which would use the end wall of the present building as a party wall. Mr. Wigglesworth has tried to contact the architect but has found him and the surveyor to be away. It was agreed that plans should be produced and costed for a semi-detached annexe, and £500 allocated for possible fees.

The Clerk has investigated the VAT situation regarding the construction of a building joined on to the end of the Hall. A new building which is self-contained should not be subject to VAT. The Clerk is awaiting written confirmation from HM Customs.

### CHELMSFORD REPLACEMENT BOROUGH PLAN

In formulating its planning policies for the period 2001-2011, C.B.C. is anxious that the Local Plan should reflect the aspirations of the parishes, and to this end is asking for comments on the specific needs of each parish. In particular views are requested on the following:

1. Potential for Village Expansion: P.C. considers that the expansion that has taken place during the past twenty years has brought the village to an optimum size. Apart from the affordable housing development, which is currently underway with the Rural Housing Trust, P.C. sees no need for further expansion.
2. Provision of Infrastructure: The creation of cycle routes in urban areas has been noted, and P.C. would like to identify the dangers of cycling on rural roads,

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especially rat runs, as creating a need for cycle routes in the countryside. For example, if St. Peter's way was to be developed as a cycle route it would allow residents of East Hanningfield and Bicknacre to visit one another in safety.

3. Affordable Housing: P.C. has identified a need for affordable housing for local people, and the Rural Housing Trust is presently drawing up plans to provide such housing.
4. Social/Community Facilities: P.C. in partnership with the Village Hall committee is planning to provide extra facilities at the Village Hall, and would appreciate support for this project from C.B.C.
5. Shops and Other Facilities: P.C. is presently developing a project to provide temporary accommodation for a village shop, as the only retail premises in the village are being used for residential purposes. P.C. would welcome any assistance C.B.C. can give to this project.

### MATTERS FOR REPORT

#### Opportunities for Mid-Essex

E.C.C.'s mobile exhibition visited various locations during July, showing ideas for restriction of traffic along roads near the new A130. The Clerk is to pass copies of the questionnaire and information sheet to Miss Waters. The Chairman as Borough Councillor is to find out about the next stage of consultation by E.C.C.

#### New A130

The Clerk is to write to E.C.C. to enquire about the proposed tree cover between the new road and the existing dwellings along its route.

#### M.E.C.H.C.

Miss Waters reported that she had attended the recent meeting where there had been an announcement that the proposed bed closure at Broomfield Hospital had been postponed for three months in order to be reconsidered.

#### Helicopters

Miss Waters reported that she would be contacting the Civil Aviation Authority to find out what rules govern the landing and taking off of helicopters.

#### Police Service

The Clerk is to ask for a senior officer to attend a P.C. Meeting to explain, with data, what appears to be deteriorating policing of the rural areas.

#### Hanningfield Service Station

The vehicle sales operation extending beyond the Service Station is an infringement of planning control, and the Planning Dept. has advised the operator as much.

#### Speed Checks

The Clerk is to ask traffic police for information concerning the relative number of speed checks in Howe Green and East Hanningfield village, and for the traffic census equipment to be installed in the village again.

#### C.B.C. Visitor and Tourism Strategy

The Clerk's comments on the strategy are in circulation. They are to be hurried round.

There being no further business the Meeting closed at 10.03.

(392)

  
Chairman  
23<sup>rd</sup> September 1999

A Meeting of the Parish Council was held on Thursday, 23<sup>rd</sup>. September, 1999 at 8 pm in the Village Hall.

PRESENT

Mr. Dixon in the Chair, Mr. Parker, Mr. Draper, Mr. Feehan and Miss Waters. In attendance were the Clerk and two members of the public.

APOLOGIES FOR ABSENCE

Apologies for absence had been received from Mr. Wigglesworth.

MINUTES OF THE PREVIOUS MEETING

The Minutes were signed as a true record of the Meeting held on 26<sup>th</sup>. August, 1999.

MATTERS ARISING FROM THE MINUTES OF THE PREVIOUS MEETING

Helicopters (p.392)

Miss Waters had contacted the Civil Aviation Authority, and had been advised that some local authorities have regulations covering helicopters and that a landing pad would require planning permission.

Tye Railings (p.388)

The third quotation is expected shortly.

Village Hall Project – Borrowing Approval (p.388)

The borrowing approval has been returned to N.A.L.C. who appear not to have read the application form. E.A.L.C. have resubmitted the application stressing the need for the approval to be given for the correct year. The Essex allocation for the 2000/1 financial year is not yet fully allocated.

Village Hall Project – VAT (p.391)

HM Customs have declined to answer the Clerk's queries. She is to ask E.A.L.C. for advice.

Water Main – The Tye (pp. 388 & 389)

The work was scheduled to start on 22<sup>nd</sup>. September but has been postponed until later in the week. The Clerk has stressed the need to abide by the byelaws which prohibit parking on the Tye, and suggested that, as most traffic through the village could use alternate routes, there would be no objection to traffic lights being installed on the main road.

Data Protection (p. 391)

Information from the Registrar confirms that P.C. needs to register.

Speed Checks (p.392)

A message had been left on the answer-phone to contact the traffic police concerning the Clerk's letter.

C.B.C. Visitor and Tourism Strategy (p.392)

This returned from circulation too late for the response to be sent in time for the committee meeting on 20<sup>th</sup>. September.

1998/99 Audit (p.390)

The agreed response had been signed by the Chairman and sent to the Auditor.



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Opportunities for Mid-Essex (p.392)

The Chairman has not yet found out about the next stage of consultation.

CORRESPONDENCEE.A.L.C. Training for Councillors

It was agreed that Mr. Draper should attend the *Planning Enforcement* training on the evening of 18<sup>th</sup>. November, at a cost of £5.

Health Authority Board Meeting 9.30 am 29<sup>th</sup>. September

It was noted that the meeting will take place at Colchester Town Hall.

Mr. Applegate arrived at this point.

Community Safety Partnership

C.B.C. is asking for comments on the layout and content of the recently produced leaflet. It was agreed not to comment.

R.C.C.E. Village Halls Conference 10 am – 4 pm 2<sup>nd</sup>. October

It was agreed not to send a delegate to the conference.

FINANCEPayments

The following cheque had been signed between Meetings:

The Printing Place	£138.00	Autumn News printing.
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The following cheques were signed:

Data Protection Registrar	£75.00	Registration fee;
K. Plumridge	£325.45	September salary & reimbursements;
R. Harvey	£52.00	Bus shelter repairs & grounds work;
E.A.L.C.	£5.00	Training fee.

Bus Shelter

The Clerk reported that she had instructed Mr. Harvey to repair the vandal damage to the wooden bus shelter using delegated powers, for reasons of public safety.

East Hanningfield Preschool Association

The Association had requested financial assistance because their cash flow forecast had indicated that the Preschool could not survive the academic year.

Using powers provided by the Local Government (Miscellaneous) Provisions Act 1976 S19d & para. 3a, it was agreed to pay the rent for the Preschool to the value of £250 per term for the academic year 1999/2000. The Clerk is to inform the Association that they should maximise efforts to secure funds from elsewhere, and should financial help be required from P.C. for the next academic year they should apply in the Summer with the relevant financial information.

Mountain Bike Course – Hanna's Field

Hanna's Field Charity has asked for assistance with the Course project in order to recover the VAT. According to VAT Notice 749 (April 1997) P.C. could use funds from the Trust and recover the VAT subject to P.C. acting without payment; the activity being so closely related to municipal functions that they cannot be reasonably distinguished; and the claim relates to the

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non-business activities of the trust. In the case of the playing field, P.C. has applied for planning permission, maintains the field by hiring the mowing contractor and is currently paying for the field through a Public Works Loan. This would appear to cover the second clause. The cycle track will be open to the public without payment and therefore does not constitute a business activity, so complies with the third clause.

It was agreed to administer the project in order to recover the VAT.

### PLANNING

#### 99/1245/FUL Appletree Cottages, Back Lane

There was no objection to the proposed reconstruction of the roof at a steeper pitch and finished with clay plain tiles; and alterations to the ground floor openings.

#### 99/1073/FUL Hanna's Field

P.C. supports its application for changing rooms, sports equipment storage, disabled toilet and room for community use including a possible post office facility on a temporary basis.

The Chairman declared an interest in the next item, signed the Declaration of Interest Book and left the Meeting.

#### 99/1171/FUL Land rear of Copperfield, Old Church Road

There was no objection to the existing pole barn for the storage of hay and straw.

The Chairman returned to the Meeting and resumed the Chair.

### POLICE VISIT TO PARISH COUNCIL

The Community Liaison Officer and a senior officer are to attend the November Meeting, and have asked for questions to be tabled in advance in order to give them the opportunity to research the answers.

The Clerk is to forward the following questions:

What are the accident figures for the section of the A130 from the top of the Hill north of the Bell junction to the Bennetts Avenue junction?

What are the response times to reported criminal activities/crime in progress in the local rural areas?

What are the figures for responding to reported crimes in progress in the local rural areas?

What are the reasons for police cars travelling at high speed through the village?

There is an apparent deteriorating level of service in the rural areas. Are there figures/statistics to answer this point?

What criteria is used for the allocation of manpower to specific incidents?

### VICTORIAN LETTER PLATE

Royal Mail has offered to donate the Victorian letter plate to P.C. on the understanding that P.C. would agree not to use it on a posting box. Royal Mail is also offering to enter into dialogue concerning the possible installation of another post box in the village.

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It was agreed to accept Royal Mail's offer of the letter plate but to defer making a decision about an extra post box to a later date.

### VILLAGE HALL PROJECT

The Working Party is to hold its next meeting on 4<sup>th</sup>. October. Mr. Wigglesworth has instructed the quantity surveyor to cost the construction of the single storey extension butted on to the end wall of the Village Hall. The figures will be produced by the end of the month at the latest. The Clerk has informed Leisure Services that their letter is being acted upon, and the figures are on the way.

Mr. Applegate is to check whether there will be drawings to accompany the figures.

### MATTERS FOR REPORT

#### Fatal Accident – A130

The recent fatal accident took place at the top of the hill above Bennetts Avenue. The Chairman as borough councillor is to ask officers at C.B.C. if there are any measures which can be taken in the light of the recent accident.

#### Raw Muck Spreading

Miss Waters has been in touch with C.B.C. environmental Health concerning the spreading of chicken manure, and has offered to speak to Mr. Chennells on the subject of composting/best practice etc.

The MAFF books on the subject are to be circulated, and the Clerk is to ask Environmental Health Officers to explain what powers they have regarding this matter and if necessary to attend a P.C. Meeting.

#### Village Fete - 11<sup>th</sup>. September

The Fete had been a particularly successful event.

#### Ditch in front of Altair, The Tye

Repeated water main bursts have left the ditch silted up. The Chairman as borough councillor is to raise the issue with Highways at C.B.C.

#### SLOW on Road

The Slow beside the Three Horseshoes has still not been painted. A new SLOW has appeared in front of Great Claydons. The Chairman as borough councillor is to question these.

#### Essex Environment Trust

Information about the Trust is to be recirculated.

#### Howe Green/A130 Junction

The problem of the speed signage has been raised with C.B.C. officers.

#### Back Lane Name Board

The name board has disappeared from the Old School end of the lane. Clerk is to report to C.B.C.

#### Afordable Housing for Local People

Mr. Chennells has indicated that he is willing to negotiate concerning land he owns on the outskirts of the village, for the purpose of housing for local people.

#### Springfield & Great Baddow Community Centres Open Afternoon

There was no interest in attending the open afternoon of the new community centres on 14<sup>th</sup>. October.

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Transport Liaison Meeting

The Chairman attended the recent meeting. Timetables for the county are now computerised. E.C.C. is working to promote the Southminster, Walton and Harwich branch lines.

There being no further business the Meeting closed at 10.34.

A handwritten signature in cursive script, appearing to read "Alan S. Dixon". The signature is written in black ink and is positioned above the printed title "Chairman".

Chairman

28<sup>th</sup> October 1999

A Meeting of the Parish Council was held on Thursday, 28<sup>th</sup>. October, 1999 at 8.04 pm in the Village Hall.

PRESENT

Mr. Dixon in the Chair, Mr. Draper, Mr. Feehan, Mr. Wigglesworth and Miss Waters. The Clerk and one member of the public were in attendance.

APOLOGIES FOR ABSENCE

Apologies for absence had been received from Messrs. Applegate and Parker.

MINUTES OF THE PREVIOUS MEETING

The Minutes were signed as a true record of the Meeting held on 23<sup>rd</sup>. September, 1999.

MATTERS ARISING FROM THE MINUTES OF THE PREVIOUS MEETING

Tye Railings (p.393)

A third quotation was obtained and the contract given to the lowest, Gatecraft who had quoted £220 plus VAT. The Clerk is to write to the resident responsible for the tree which damaged the fence.

Village Hall Project (p.393)

C.B.C. has given the Clerk the name of a VAT specialist who has advised Springfield and Writtle parish councils. Clerk is to make contact to find out whether she can advise.

The Tye (p.393)

The contractors working for the Water Company have been messy, slow and careless. Litter has been left around the site; returfed areas have been damaged by being driven across; areas of the Tye not being dug have been damaged by heavy vehicles; new covers are not level with the surrounding ground; coarse granular material has been dumped on the Tye by the Cobb entrance where there had been previously no damage; road drains have been crushed; the ditch in front of Altair has been blocked with earth; and turf which was expected to be used for reinstatement has been taken away. The gas mains and telephone lines have been damaged even though the Chairman told the contractors where they were. The Chairman and Clerk met the agents acting on behalf of the Water Co. and Lord Petre at a site meeting on 20<sup>th</sup>. October. The length of the Tye was walked and all the problems covered. Action was promised, in particular it was agreed that the ditch in front of Altair would be unblocked before the weekend. This was not done, but a pipe was inserted to prevent the ditch from overflowing. A pile of rubble left on the Tye without fencing or lighting and a trench dug from the road edge to the Post Office Chase was found to be the work of Lowery, BT's contractor. Mathew Cloke, Lord Petre's agent, arranged for the rubble to be removed. He is also following up the poor reinstatement by the Water Co.'s contractors, and will ensure that the Tye is reinstated properly at the end of the work and that any additional maintenance costs resulting from the reinstatement will be reimbursed to the Parish Council.



Speed Checks (p. 393)

The Clerk had talked with Sgt. Booth of Essex Police Traffic on the subject. East Hanningfield does not receive speed checks automatically, but as a result of local requests, because it is not an area where there is a record of speed related accidents and fatalities.

The Clerk is to request Traffic to carry out a speed check at the Old Church Road junction end of the Tye, and on the A130 in the area of the Bennetts Avenue junction.

East Hanningfield Preschool Association (p.394)

Mr. Wigglesworth is to investigate whether there are any grounds to the rumour concerning newly appointed, additional staff at the Preschool.

Mountain Bike Course (p.394)

Invitations to tender have been dispatched and three quotations received in time for the H.F.C. meeting on 20<sup>th</sup>. October. The successful quotation came from Emneth Landscapes and was accepted subject to satisfactory references. Work is expected to start on 8<sup>th</sup>. November. The Clerk is to inform the Charity treasurer of the value of the contract.

Victorian Letter Plate (p.395)

The Clerk has signed the contract for purchase of the letter plate at £0, and is to keep it in store until a safe place for its display can be found.

Raw Muck Spreading (p.396)

Clerk is yet to contact Environmental Health.

Howe Green/A130 Junction (p.396)

The Chairman as borough councillor has reminded officers about the lack of signage.

Fatal Accident – A130 (p.396)

The Chairman as borough councillor is to follow up his enquiries at C.B.C.

CORRESPONDENCEPublic Examination into Draft Regional Planning Guidance for the South East: Report of the Panel

It was decided not to purchase a copy of the full report. It was noted that the report included an increase in housing allocation and that there were recommendations for a new town near Stansted and a rail link between Braintree and Stansted. It was also noted that the Secretary of State's changes to the draft Regional Planning Guidance, together with a statement of his decisions on the Panel's Recommendations, will be published shortly with a period of 8 weeks allowed for responses.

Public Inquiry into Objections to the Essex and Southend Waste Local Plan

The Final Draft Programme has been received and circulated. It was noted that E.C.C. has published new waste plan proposals but these still include 8 major waste management sites.

Victoria History County History Sixth Annual General Meeting

The Agenda for the meeting on 17<sup>th</sup>. November at Rivenhall, the minutes of the fifth A.G.M., the Chairman's Report and the Editor's Report have been received and circulated. Councillors are to let the Clerk know whether they wish to attend

YMCA Open Evening 2<sup>nd</sup>. November

Councillors are to let the Clerk know whether they wish to attend.

Periodic Electoral Review

C.B.C. is inviting two representatives to attend a presentation by Barbara Stephens, Chief Executive of the Local Government Commission. The presentation is to take place on

3<sup>rd</sup>. November at 7 pm in the Council chamber, Civic Centre. It was agreed that the Clerk should attend.

A130 Bypass A12-A127

E.C.C. has responded to the correspondence concerning the W.W.II pill boxes and landscaping beside the new road. Preliminary proposals only of the areas to be landscaped are available at present and can be inspected at County Hall by appointment. As part of the planning process details of the proposed landscaping have to be submitted by the Design, Build, Finance and Operation Company to the County Council's Head of Planning for approval. It was agreed to inform the County Council that P.C. wishes to be consulted on the detailed landscaping proposals.

It was noted that construction of the new road is expected to begin in the new year.

The Chairman as borough councillor has asked for assurance that funding will be allocated to the amelioration schemes for the adjacent villages. He has been assured that this is the case.

Chelmsford Replacement Borough Local Plan

C.B.C. Planning has acknowledged the comments sent by P.C. and informs that the next stage in the process for formal consultation will be a Site Based Issues Report which is expected to be published in November.

Sports Pitch Charges

C.B.C. Leisure Services have supplied a list of charges for their facilities, because if the inclusion of sports facilities in the special expenses calculations. A copy of the list has been passed to H.F.C.

E.C.C./North Essex Health Authority Joint Board Consultations

The consultation process extends to 30<sup>th</sup>. December. Councillors are asked to circulate the documents quickly.

Rainbow Club

The report requested by P.C. when the first grant was made has been received and circulated.

Eucharist Service of Welcome and Installation of the Rev. Keith Plaister

Members of P.C. are invited to attend the service in All Saints Church on 24<sup>th</sup>. November at 8 pm followed by a reception in the primary school. As a response is requested, councillors are to let the Clerk know whether they are able to attend.

FINANCE

Payments

The following cheques were signed:

	NET £	VAT £	Total £	
Chelmsford B.C.	70.00	12.25	82.25	Summer Sports Coaching;
M.D. Landscapes	206.10	36.06	242.16	Mowing;
Downey & Warren	150.00	26.25	176.25	Estimate Option 3;
Wilkinson Pratt Partnership	35.00	6.13	41.13	Architect's fees;
Chelmsford B.C.			1.00	Allotment rent;



	NET £	VAT £	Total £	
Royal British Legion Poppy Appeal			70.00	Poppy wreath (S.137)
K. Plumridge			354.90	October salary & reimbursements;
Canon Business Service	52.00	9.10	61.10	Photocopier maintenance contract;
Gatecraft Fencing Service	220.00	38.50	258.50	Fence repairs;
Victoria County History			25.00	Donation (S.137);
R. Harvey			134.50	Grounds work;
Bethel Church			100.00	Contribution to Rainbow Club rent.

The following deposits were noted:

Barclays to the Deposit Account           £71.84 Quarterly interest;  
Church & Hawes to the Current Account   £18.00 Newsletter advertisement.

Victoria County History Appeal

It was resolved, using powers provided by the Local Government Act 1972, Section 137, to donate £25 to the Victoria County History of Essex Appeal Fund.

Half Yearly Account

The half yearly account was presented by the Clerk. It was noted that expenditure was in line with the budget.

PLANNING

99/1391/FUL 34 Highfields Mead

There were no objections to the proposed room in the roof.

99/1456/FUL 12 Abbeyfields

There were no objections to the proposed first floor side extension.

VILLAGE HALL PROJECT

The Working Party has sent a letter to the Charity Commission concerning the proposal to use the proposed room for community use as a shop/Post Office on a temporary basis. The Working Party believes that use of the Hall premises for the sole retail premises in the parish would comply with the Charity Commission's Rural Regeneration Scheme, and that the request will be successful and subsequently lead to a successful bid to the National Lottery. It is now known how long the Charity Commission will take to consider the letter.

There is to be a meeting at Civic Centre on 1<sup>st</sup>. November concerning possible funding from C.B.C. for the project. C.B.C. has indicated that officers are concerned about the cost of the project. The Clerk, the Working Party, the architect, and The Chairman in his capacity as borough councillor are to attend.

The Clerk is to provide C.B.C. with a copy of the plans and costings of the Third Option.

DATES OF DECEMBER AND JANUARY MEETINGS

December Meeting

It was agreed to hold this on 23<sup>rd</sup>. December.

January Meeting

Following a request from the Clerk, it was agreed to hold this Meeting on 20<sup>th</sup>. January. The fact that this is the third and not the fourth Thursday of the month is to be stressed in the Newsletter.

MATTERS FOR REPORT

Piece of Wood on Tye

The Chairman is to investigate the report of a large piece of wood on the Tye.

Planning Enforcement

Vans are still being parked behind the garage on the A130 despite this activity being clearly in breach of planning law. The Chairman as borough councillor intends to bring the matter of lack of enforcement action in the borough to the Environment Committee as an issue for its Agenda.

Grounds Work

Mr. Harvey is to be reminded that the Tye footway is due to be cleared at the edges. It was noted that the pyracantha bed has been tidied with some plants moved to fill gaps. Bare earth has been seeded with grass seed.

Association of Chelmsford District Parish Councils

There is to be a presentation by Chris Moor of the Rural Housing Trust at the next meeting on 17<sup>th</sup>. November. Miss Waters will attend with the Clerk.

Rural Housing Trust

It was noted with regret that Mr. Pyne the owner of the Highfields Farm site has died recently, so some delay in the housing scheme is to be expected.

Len Banwell

It was also noted with regret that Len Banwell, Vice Chairman of the Bowls Club, had died recently.

There being no further business the Meeting closed at 9.55.

*Ag Parker 25/11/99*

A Meeting of the Parish Council was held on Thursday, 25<sup>th</sup>. November, 1999 at 7.32 pm in the Village Hall.

### PRESENT

Mr. Parker in the Chair, Mr. Applegate, Mr. Draper and Miss Waters. The Clerk, P.c. Peter Butterworth, Sgt. Steve Mann and two members of the public were in attendance.

### APOLOGIES FOR ABSENCE

Apologies for absence had been received from Messrs. Dixon, Feehan and Wigglesworth. Miss Waters indicated that she would have to leave the Meeting early.

### ADJOURNMENT

At this point, 7.35 pm, the Meeting adjourned for a presentation by local beat team officers, and remained adjourned for Public Question Time. The Meeting resumed at 8.15 pm.

### MATTERS ARISING FROM THE MINUTES OF THE PREVIOUS MEETING

#### Raw Muck Spreading (p.399)

It was agreed that this subject should be an Agenda item for the December Meeting so that it may be discussed following the circulation of the advisory books from MAFF.

#### The Tye (p.398)


There was a site meeting on Monday, 22<sup>nd</sup>. November which was attended by the Chairman, Clerk, Mathew Cloke and the agent for the Water Co. The length of the excavations was walked and the problems which need to be rectified listed. For Example the ditch in front of Altair is presently draining the wrong way; there are numerous ruts; backfill needs to be levelled, even though in one place it has already had grass seed thrown at it; the place where the granular material had been dumped has been turfed, but it is unlikely to take; not all holes have been filled and some stones and lumps of concrete and asphalt have been left on the surface which will damage the contractor's mower if they are not removed before the grass begins to grow. Mathew Cloke will continue to monitor the reinstatement.

#### Mountain Bike Course (p.399)

Hanna's Field Charity has provided a cheque to cover the cost of the bike course and hedging work net of VAT. Further hedge work has been identified at a site meeting at the weekend and a quote sought from Emneth Landscapes on the understanding that the work would be done while they are still working on the field. As it has been found that the hedge by the post office portacabin has been used as a drinking/drugs den it has been decided to cut it back to match the rest of the central hedge. If P.C. continues with Option 2 of the Village Hall project it will have to be removed anyway, if not it will re-grow.

#### Periodic Electoral Review (p.399)

The Clerk attended the meeting at Civic Centre. In addition to the information, which has already been circulated, it should be noted that there will definitely be a change to East-West Hanningfield ward because the ward has a very low number of electors compared to the average ward in the borough. P.C. should consider the options and which of those could be



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supported and which could not. The ward might be made larger with an area added from another ward; or it might be split and divided amongst other wards. If it is split, it might mean that the parish is split, in which case we would have to ward the parish along the line of the ward boundary. The Parish also might end up in a ward with more than one councillor, as it is easier to create two and three councillor wards than to divide the electorate equally. It is very important, therefore, that PC expresses its views on this matter, even if it does not put forward a proposal. The new wards will be used for the first time at the next Borough elections in 3 years' time. Several borough councillors were concerned that the rural wards should be constructed with distances being taken into account, their argument being that a rural ward councillor has much more travelling to do within the ward, which takes time etc. They were told that this would not be taken into account. Another consideration which would not be taken into account was house prices although a sense of community or belonging would, as would the differences between rural and urban areas, the feeling being that they should be kept in separate wards.

Miss Waters left the Meeting at this point.

#### Village Hall Project (p.401)

The Working Party, the architect, the Clerk and the Chairman acting as Borough Councillor attended the meeting at Civic Centre on 1<sup>st</sup>. November. The Borough officers were critical of the cost of the proposed Option 2, but the architect was able to respond to their points and his arguments were noted. A third option investigated by the Chairman of HFC, which was along the lines of the extension proposed by the borough officers, received a builder's estimate far in excess of the Option 2 costings. The officers have recommended to the committee that a grant of £15,000 be made. As borough officers recommended investigating funding from ECC, the Chairman has done this and the application date has been missed for the 2000/01 financial year. The Essex Environment Trust has four application cycles a year, but, as it wants to see builders' quotes, application should be made at a later stage in the project.

The planning application came to committee this week and was recommended for approval.

#### (p402) Association of Chelmsford District Parish Councils

The presentation by Chris Moor was attended by Miss Waters and the Clerk.

### CORRESPONDENCE

#### Summer Sports Coaching

CBC Leisure Services has acknowledged payment for the coaching programme; provided attendance figures; and expressed a wish that East Hanningfield will participate next Summer. The programme will run from 31<sup>st</sup>. July until 11<sup>th</sup>. August. More details and an application form will be sent after the Christmas break. Leisure Services suggest that sporting activities could be provided on a more regular basis, after school or at weekends, with P.C. providing the facility and children being charged to cover the cost of the coach.

It was decided to investigate the possibility of providing sports coaching in the summer term, by asking in the next Newsletter for anyone who is interested to contact the Clerk.

#### Summer Holiday Youth Provision

CBC Leisure Services is currently reviewing the provision of the Youth Bus/Youth in the Park activities. A questionnaire is enclosed. This stems from the poor attendance when the Youth Bus came to East Hanningfield, which it appears occurred elsewhere. The Clerk is to ask



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Mr. Cottey to find out from the young people at the Bethel youth club, what activities they would like in the summer break.

#### Youth Roadshow

Since last writing, CBC has progressed the planned road-show and is now in a position to offer it to parish councils during the January/February period. CBC Leisure Services asked to be contacted if PC would like a road-show. The Clerk is to respond that P.C. does not want to host the road-show, but would send a representative if one was held nearby.

#### Appointment of Auditor

The Audit Commission has written to confirm the appointment of Pannell Kerr Forster as auditor from the financial year 1999/2000. This should not result in a fee increase. "The hourly fee rates are determined centrally by the Audit Commission and are the same whether the auditor is District Audit or one of the private accountancy firms appointed by the Commission to carry out parish council audits. The time taken to complete the audit should also be unaffected by the change in auditor". The Association of Chelmsford District Parish Councils is trying to organise a meeting with the new auditor in order to pre-empt possible problems following the change. This was noted.

Review of Leisure Facilities, Sports Pitches and Playing Surfaces:- CBC Leisure Services is undertaking a review in order to establish current supply and demand and future needs. They have requested completion of survey forms and contact names and address for users of leisure facilities. This information has been supplied.

#### Mini Bank Recycling Centre

Following a reminder to CBC Environmental Services about the promised change of recycling banks, they have responded that the spare set of banks needs refurbishing so is not immediately available. The problem with the present banks being removed from their stand is to be resolved by securing them as best as possible until the modular banks are ready.

Village Hall Planning Application:- CBC has sent notification that the planning application would be considered by the Development Control Sub-Committee on 22<sup>nd</sup>. November and was recommended for approval. Town Planning has also sent comments by the Access Officer relating to the application: "Whilst the entrance to the post office is ramped, it would appear that the existing entrance is not and therefore people with disabilities cannot access new facilities being proposed". The Clerk has discussed this with the Access Officer. The problem will not prevent planning permission, but leaves the village hall liable to action by an "aggrieved" party. The position is that, although a person in a wheel chair can gain access to the hall through the fire doors when the front door is opened by someone else, that person cannot open up and enter the hall alone. Access is therefore not equal. It is for the Charity to decide whether or not to act on this advice.


### FINANCE

#### Society of Local Council Clerks Annual Conference April 2000

It was agreed to pay the Clerk's delegate fee of £25; accommodation fee of £160 and reasonable travelling expenses.

#### Budget 2000/2001

The Precept was set at £15,040.00. It was noted that the Village Hall feasibility study allocated £23,000 from local funds towards the cost of the Village Hall Project, and thus £11,500 of the P.C. reserves would be earmarked for this purpose should the project proceed. It was also noted



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that the subscription to the E.A.L.C. would rise above the level of inflation because of the need to compensate for the reduction in County Council grant.

#### Payments

The following cheques were signed:

	NET £	VAT £	Total £	
Society of Local Council Clerks			27.60	3/5 Annual subscription;
Chelmsford Borough Council			434.70	½ Street Light;
East Hanningfield Preschool			125.00	½ Autumn term rent;
M.D. Landscapes	68.70	12.02	80.72	Mowing;
K. Plumridge			343.77	November salary & reimbursements;
Essex County Council	8.20	1.44	9.64	Stationery;
R. Harvey			70.00	Grounds work & maintenance;
Society of Local Council Clerks			185.00	2000 Annual conference.

It was agreed that a cheque for a sum not exceeding £200 was to be sent to the Printing Place, between Meetings, for the printing of the Winter Newsletter.

The following deposit was noted:

Hanna's Field Charity            £7,596.00 Mountain Bike Project.

#### PLANNING

##### 99/1557/FUL Little Claydons Farm

As the response to this application was required by 19<sup>th</sup>. November, and it was not possible to negotiate an extension, the Clerk responded in consultation with councillors. There was no objection to the temporary siting of 4 portacabins to accommodate seasonal workers from 20<sup>th</sup>. November, 1999 to 5<sup>th</sup>. January, 2000, but a condition was requested which would require the immediate removal of the portacabins after 5<sup>th</sup>. January, 2000.

##### 99/1559/FUL Hedgerows, The Common

P.C. objected to the proposed two storey side extension because its mass at such close proximity to the flank boundary would cause loss of amenity to the neighbour and have an undesirable impact on the character of the area. In addition, the side facing windows should have contained obscured glass and the extension might have had less visual impact had it had a hipped roof to reduce mass.

##### 99/1630/FUL Windmill Farm, Back Lane

There was no objection to the proposed garages, but P.C. asked for a condition to be imposed which would restrict the use of the proposed building to garaging and for use only by the residents of Windmill Farm.

##### 99/1657/FUL Paprills Farm

There was no objection to the proposed provision of bathroom facilities within the roof space to the approved extension and the installation of a roof-light to the rear elevation.

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VILLAGE HALL PROJECT

In addition to the report under Matters Arising, it was noted that the letter to the Charity Commissioners was sent at the beginning of the month. There has been no response, which is considered a good sign as an immediate response would probably have been a refusal. It was also noted that the R.C.C.E. has also written to the Charity Commissioners on the problem of lost village shops and has cited East Hanningfield as an example.

PLANNING ENFORCEMENT

Mr. Draper has attended the Planning Enforcement seminar at E.A.L.C. The notes from the seminar are to be circulated. The Clerk is to write to C.B.C. Planning to ask for an update on the eight sites which are the subject of planning enforcement action or investigation. The subject is to be an Agenda item for the December Meeting.

ESSEX POLICE BEST VALUE CONSULTATION

In response to the Police consultation the Clerk is to write that Vision and Strategy should be the first priority, because it is necessary to know what you are trying to do before analysing how well you are doing it. She is to suggest that community liaison and police presence should be another area subject to fundamental performance review, and to agree to P.C. being consulted about specific services.

MATTERS FOR REPORTThree Horseshoes Car Park

The Chairman is to be asked whether he has contacted the management of the public house to inform them of their responsibilities regarding the condition of the car park.

March Meeting

The Chairman has requested a change to the date of the March Meeting. This will be an Agenda item for the December Meeting.

Village Hall Chase

There has been a suggestion that the Chase which is variously called the School Chase, Village Hall Chase or The Chase, should receive a formal name and sign. One suggestion for a name is Blackpitt Chase, which is the name of the field on the Walker map which is now the Chase and the School.

Traffic Police

The Clerk is to write to Insp. Crabb of Traffic to invite him to come to talk to the January Meeting.

There being no further business the Meeting closed at 10.44.



Chairman

(407)

23<sup>rd</sup> December 1999

A Meeting of the Parish Council was held on Thursday, 23<sup>rd</sup>. December, 1999 at 8 pm in the Village Hall.

PRESENT

Mr. Dixon in the Chair, Messrs. Parker, Applegate, Draper, Feehan, Wigglesworth and Miss Waters. The Clerk was in attendance.

APOLOGIES FOR ABSENCE

There were no apologies for absence.

MATTERS ARISING FROM THE MINUTES OF THE PREVIOUS MEETING

The Tye (p.403)

Mathew Cloke of Strutt and Parker had written concerning a communication he has received from FPD Savills.

1. The reason for some of the manhole covers on the Tye being cemented and others not, is that the larger covers relate to valves and hydrants on the main itself. These need to be cemented to stop them moving. The smaller boxes are the stopcocks for individual properties which do not require cementing because they are far less substantial.
2. The fire hydrant marker posts cannot apparently be moved without the express permission of the fire brigade. Could P.C. confirm whether these were in existence beforehand and whether P.C. would like Mr. Cloke to apply to the fire brigade for them to be moved. The Clerk is to inform Mr. Cloke that the hydrant markers are now in the middle of the greensward when formerly they were beside the kerb, and to ask him to arrange for a different form of marker which does not require pieces of standing concrete.
3. The Water Co. say that they were not aware that any road drains were damaged by their contractor. They are surprised that they were not informed at the time and given the opportunity to rectify the damage and would be grateful for any further information that can be provided on this. The Clerk is to confirm that the Water Co.'s representative was informed about the drain at the site meetings, and that the contractors were told of the siting of the drain by the Chairman before they broke it. The ditch, is still not draining.
4. Other reinstatement works should now have started, please confirm if this is not the case. The Clerk is to inform Mr. Cloke that the path in front of the Old Forge has not been cleared of mud. The areas of bare mud are not standing up to use and might need turfing. Mr. Cloke is also to be asked whether he knows what BT has been doing on the Tye, because they had no permission from P.C. to be working there.

Mountain Bike Course (p.403)

As reported at the last Meeting, the overgrown hedge beside the post office port-a-cabin was found to have been used as a den for the misuse of drugs and alcohol. Between Meetings, the Charity asked P.C whether it could contribute to the cost of the cutting back of that part of the hedge due to its antisocial connections and the danger its use posed to the post office. In consultation with Chairman and Vice Chairman the Clerk agreed that P.C. would contribute a maximum of £200 to the cost. The total cost of the work and disposal of the cuttings was £288,



20/1/00

of which the Charity is asking for a 50% contribution. The invoice will be received when all outstanding work is complete. Emneth have stopped work for now and will complete in the Spring. Mr. Parker wished his concerns about the unsympathetic cutting back of the hedge to be noted.

Village Hall Project p.404)

The C.B.C. Committee has agreed a grant of £15,000, subject to government subsidy being as expected.

Traffic Police (p.407)

Traffic Management Officer, Dunatis and Inspector Crabb, Unit Commander of Chelmsford Traffic will attend the P.C. Meeting on 24<sup>th</sup>. February. If there are any questions which will require research, the Clerk will send them in advance.

P.C. has been informed of a recent near miss in Old Church Road near Shepherds caused by the excessive speed of a vehicle coming from the direction of the village. Although a reduction of the speed limit in Old Church Road to 30 mph was thought advisable it was decided that to request it now might delay the imposition of the 30 mph limit in the rest of the village. It was therefore decided to defer a request for a 30 mph limit in Old Church Road until the limit has been reduced along the Main Road.

The requests for speed checks at the southern end of the Tye and on the A130 are in the system.

Three Horseshoes Car Park (p.407)

It was noted that the car park surface has been repaired. There is a rumour that the management intend to block off one of the entrances to the car park. The Clerk is to write to the management to thank them for repairing the surface holes to an acceptable condition as requested by P.C., but to inform them that any works must be with the agreement of P.C. The Chairman has not contacted the management.

It was noted that the barriers leading to the greensward in front of Scarles Croft are permanently down and parking is taking place on the grass. The Clerk is to write to C.B.C. Housing to draw their attention to the situation; to inform them that mud is being carried on to the car park from the grassed area; and to ask for the situation to be regularised in some way, such as sale of the land to the Scarles Croft residents and/or the installation of 'grasscrete'.

CORRESPONDENCE

Summer Children's Play Activities 2000

C.B.C Leisure Services is offering the following play activities:

Play in the Park for children aged 5 to 11 years;

Picnic Play for children aged under 5 who must be accompanied and supervised by their carers; Easter Play in the Park during the periods 18-20 and 25-27 April inclusive.

As usual C.B.C. is asking P.C. to provide the venue. The Clerk is to request all of the above.

CBC/Parish Council Liaison

The Chief Executive's office has written to remind PCs that a facility exists for CBC to provide seminars on topics of interest, and asks for suggestions. CBC has prepared a note on planning enforcement to help PC understand the process, and would be prepared to arrange a seminar on this subject.

The Clerk was instructed to request a seminar on Planning Enforcement. Councillors are to inform the Clerk should they want seminars on any other subjects.

20/1/00

Chase Beside Former Post Office Stores

Mrs. Parr of Grasmere is suffering repeated damage to her side fence and garage door because of vehicles turning in the Chase after the occupants have visited the post box. As the post box was installed at the instigation of the PC she requests that PC considers installing a sign indicating that the road is private and should not be used for turning.

The Clerk is to respond to Mrs. Parr that P.C. is not responsible for the poor driving of people using the post box; to express sympathy for the situation; to say that P.C. does not have a remedy for the situation; but to suggest that the residents put up a sign.

EALC

Bob Richmond has resigned as Secretary as from 31<sup>st</sup>. March. Recent reports to the Executive Committee by Bob have sought to plan ahead for the lack of funds brought about by the reduction in ECC grant. Although plans are in hand to present EALC's case in an improved way to the next ECC grant meeting, the pot is reducing in size and EALC is competing with RCCE for it. Bob has suggested reducing the office opening times to four days a week and withdrawing the free supply of Local Council Review to members, because EALC has been bearing the administrative cost increases as well as the cost of the magazines themselves. Another subject under discussion has been an en bloc removal of the Essex parishes from the NALC because of poor service from the National body. There is a legal adviser used by the Norfolk Association who could provide a service to other Associations in the Eastern Region at a much reduced cost. Another consideration is the lobbying of central government, but NALC does not seem to have been very successful in that area anyway. A group of Associations from the Eastern Region might do just as well if not better. (On the other hand John Jackson of DETR was critical of parishes' fragmented representation at National level when he spoke at the recent Cheltenham College Winter School). The above was noted.

County and Borough Council Emergency Contacts

These emergency contacts for use over the holiday period have been delivered to councillors with their Agendas. Neighbourhood Watch has also been given copies.

FINANCEPayments

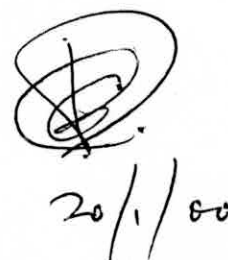
The following payment, which was authorised at the previous Meeting was noted:

The Printing Place £171.00 Winter Newsletter.

The following cheques were signed:

	NET £	VAT £	Total £	
Essex County Council	71.00	12.43	83.43	Photocopier cartridge;
D. Sherry			25.91	Cover competition prizes;
Emneth land Services	7596.00	1329.30	8925.30	Mountain bike course, path and ditch & hedge work;
R. Harvey			70.00	Grounds-work;
K. Plumridge			309.08	December salary, office allowance and reimbursements.

The following deposits were noted:



20/1/00

	Total £	
HM Customs	579.49	VAT Refund;
Baddow Plumbing	20.00	Newsletter advertisement;
Windmill Tavern	36.00	Newsletter advertisement.

#### Chelmsford Crossroads Care Attendant Scheme

The Clerk is to write to E.C.C. and the M.P. saying that P.C. is disappointed that Crossroads is not receiving funding from E.C.C, noting the waste of money on the barriers being installed along the A130 which were not needed and were causing dangerous conditions because the removal of the central hedge allows glare from vehicles travelling in the opposite direction.

#### PLANNING

##### 99/1730/FUL Alands Farm, Back Lane

P.C. objects to the proposed pitched roof rear extension, front gable extension to existing bedroom and dormer window to landing. The application includes no supporting documentation to justify a deviation from policy. The building is outside the defined settlement boundary and lacks no basic amenity. The proposed development of the property is not consistent with its agricultural occupancy usage.

##### 99/1766/FUL Farmlands, The Tye

There was no objection to the proposed new ground floor and side floor extensions; new pitched roof to garage and demolition of the conservatory.

##### 99/1786/FUL The Martins, The Tye

There was no objection to the proposed two-storey rear extension and first floor extension.

Mr. Draper declared an interest in the following application, signed the Declaration of Interest Book and left the Meeting.

##### 99/1741/FUL Highfield Cottage, Highfields Mead

There were no objections to the proposed conservatory.

Mr. Draper returned to the Meeting.

Mr. Applegate gave his apologies and left the Meeting.

#### CONSULTATION – PERIODIC ELECTORAL REVIEW

This item will be brought back to the next Meeting when the Borough Council's proposals should be available. Initial thoughts were that the parish should not be warded and that P.C. would prefer a joint ward with West and South Hanningfields to make a Hanningfield Ward.

#### ENFORCEMENT ISSUES

The Clerk is to write to C.B.C. Planning to thank them for their status report; to express concern over the time being taken and to ask for an update on a regular basis. Also, the Clerk is to report that the hedge removed in Creephedge Lane was done so in breach of the hedgerow



20/1/00

regulations and that agricultural land is being turned into residential garden. The hedge needs to be replanted with indigenous species to replace the ancient hedge. The Clerk is also to confirm that the former P.O. is being used for residential purposes.

#### RAW MUCK SPREADING

The Clerk is to write to C.B.C. to ask them to monitor the situation more closely and to keep P.C. informed. P.C. is also to monitor the situation and keep C.B.C. informed. An officer is to be asked to come to a P.C. Meeting.

#### CONSULTATION – THE PROVISIONAL ESSEX LOCAL TRANSPORT PLAN

The Clerk is to formulate a response to the plan using councillors' written comments.

#### VILLAGE HALL PROJECT

The Charity Commission has turned down the application for the Hall premises to be used for commercial purposes. This would appear to be in contradiction of their present policy to encourage rural regeneration. H.F.C. is going to contact them again emphasising the temporary basis of the P.O. at the site.

#### DATE OF MARCH MEETING

Following a request from the Chairman it was agreed to change the date of the March Meeting from 23<sup>rd</sup>. to 30<sup>th</sup>.

#### MATTERS FOR REPORT

##### Tye Footway

The path is on Mr. Harvey's list of grounds-work jobs and will be carried out in the New Year.

##### New A130

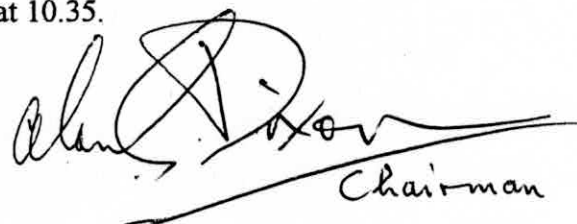
County Route is the consortium which will be constructing the new road. They have contacted P.C. and promise to communicate on a regular basis. Their letter is to go into circulation and be displayed on the notice-boards.

The Clerk is to report a footpath obstructed by fencing when she has received details of the exact location from Mr. Parker.

##### Diamond Service

The timetable is not being followed as the bus is late most days. The Chairman has informed E.C.C. The bus company has not replaced the bus stop flag by the telephone box nor the timetable boxes.

There being no further business the Meeting closed at 10.35.

  
Chairman  
20<sup>th</sup> January 2000

A Meeting of the Parish Council was held on Thursday, 20<sup>th</sup>. January, 2000 at 8 pm in the Village Hall.

PRESENT

Mr. Dixon in the Chair, Mr. Parker, Mr. Applegate, Mr. Draper, Miss Waters, and Mr. Wigglesworth with the Clerk in attendance.

APOLOGIES FOR ABSENCE

Apologies had been received from Mr. Feehan.

MATTERS ARISING FROM THE MINUTES OF THE PREVIOUS MEETING

New A130 – Obstructed Footpath (p.412)

Mr. Parker has given the Clerk the location of the obstruction.

Three Horseshoes Car Park (p.409)

The Clerk had not written to the management because on examining the map of the registered village green she had found it difficult to establish whether any of the bollards were on the registered part and she had not been to the car park with the map to establish whether any of the repairs were in the registered part.

The Clerk was instructed to draw the attention of Lord Petre to the presence of the bollards because it is believed that he owns the Tye up to the front of the public house which is the original area of the village green.

Raw Muck Spreading (p.412)

Paul Connor Environmental Health Officer will be available to attend the Meeting on 20<sup>th</sup>. March. He asks for confirmation nearer the date of the meeting that an overhead projector will be available.

The Clerk is to confirm Paul Connor's attendance and inform him that no OHP is available.

The Chairman as borough councillor is to find out whether Barry Saunders of CBC Environmental Health could attend.

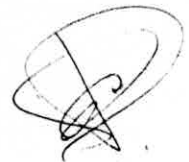
The Tye (p.408)

The Tye is still in a mess. Boards have been dumped there for at least two weeks, possibly by BT. There is mud on the path by the Old Forge. The soil on the verge in front of Altair has been rutted. There is a stockpile of material and a large hole inadequately fenced. Rain is eroding the bare earth and spreading it. The ditch has not been cleared. The turf has taken against expectation. Reinstatement is unsatisfactory so far. If necessary, Mr. Cloke is to be asked for another site meeting.

CORRESPONDENCE

Mayor's Community Evening, Tuesday, 9<sup>th</sup>. May

P.C. is invited to nominate two people, who have given special service to the community over the past twelve months, to attend the Community Evening with their partners. It was agreed to nominate Mr. Draper and Miss Waters.



24/2/00

North Essex Health Authority Board Meeting, Wednesday, 26<sup>th</sup>. January

Notification has been received that the Meeting will take place at 9.30am in the Talberd Room, Foakes Hall, Great Dunmow. This was noted.

Purchase of Litter Bins

C.B.C. Environmental Services is proposing to make a bulk purchase of a standard litter bin, type and size to be determined, for resale to parish councils. C.B.C. would like to know whether P.C. is interested. It was decided not to purchase litter bins at this time.

A Local Transport Plan for Essex

E.C.C. Environmental Services has provided a few copies of a leaflet which briefly outlines the Transport Plan and includes a questionnaire. This is to be circulated.

NALC Subscription

NALC has informed EALC that the subscription due from Essex parish councils will rise by 5%. This was noted.

FINANCEPayments

The following deposits were noted:

	Total £	
Hannas's Field Charity	144.00	Contribution to hedge work;
Barclays	73.37	Interest to deposit account;
Hanningfield Motor Company	20.00	Newsletter advertising.

The following cheques were signed:

	NET £	VAT £	Total £	
East Hanningfield Preschool			125.00	Rent 2 <sup>nd</sup> half of winter term;
Emneth Land Services	288.00	50.40	338.40	Hedge work;
Wilkinson Pratt Partnership	52.50	19.18	61.68	Professional Services;
K. Plumridge			335.99	January salary & expenses;
R. Harvey			236.25	Grounds work & maintenance.

The Council for the Protection of Rural Essex

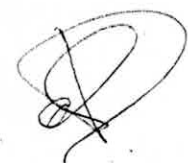
It was decided not to seek membership.

PLANNINGCC/CHL/22/95 A130 (A12 - A132) Condition nos. 6 & 9 - Reserved Matters

It was agreed to make no comments on the details of boundary fencing and badger fencing and culverts.

00/12/FUL 32 Highfields Mead

There were no objections to the single storey side extension.



24/2/00

CONSULTATION:- PERIODIC ELECTORAL REVIEW

It was agreed to make no objection to the proposed borough ward boundary changes as proposed by C.B.C.

VILLAGE HALL PROJECT

The Working Party has met in order to write back to the Charity Commission for clarification of its letter. The Working Party is in contact with the R.C.C.E. in order to take the matter further and is trying to get the local commissioner for Essex to visit the site. The Chairman offered to meet the commissioner if necessary.

MATTERS FOR REPORTSpeed Limit

Mr. Applegate reported that a parishioner who had written to Ken Gordon of C.B.C. Highways had been informed that the reduced speed limit could be in place by the end of the next financial year.

As the representatives from the traffic police will be present at the next Meeting, it was agreed that they should be asked to support the lowering of the speed limit.

The Clerk is to publicise the traffic police attendance at the Meeting with special posters.

Police Response Times

The police at a recent P.C. Meeting were going to send some figures from previous years concerning response times. The Clerk is to look in the files to see whether the information arrived and if it did not, to request it.

Back Lane

P.C. had received an informal report that some residents of Back Lane were undertaking independent legal action against the residents of Alands Farm in order to stop their activities.

It was noted that verges continue to be damaged by lorries turning and that the road surface is being damaged.

There being no further business the Meeting closed at 9.05.



Chairman

24<sup>th</sup> February 2000



A Meeting of the Parish Council was held on Thursday, 24<sup>th</sup>. February, 2000 at 8.38 pm in the Village Hall.

### PRESENT

Mr. Dixon in the Chair, Mr. Parker, Mr. Applegate, Mr. Draper, Miss Waters, and Mr. Wigglesworth with the Clerk and three members of the public in attendance.

### APOLOGIES FOR ABSENCE

Apologies for absence had been received from Mr. Feehan.

### MINUTES OF THE PREVIOUS MEETING

The Minutes were signed as a true record of the Meeting held on 20<sup>th</sup>. January, 2000.

### MATTERS ARISING FROM THE MINUTES OF THE PREVIOUS MEETING

#### New A130 – Obstructed Footpath (p.1)

Paul Clark had been given no information on footpath closures but found out that ECC has delegated to W.S. Atkins, who hold a watching brief. Laing the contractor is in charge of all the on site works. Paul Clark has raised P.C.'s and his own concerns by FAX with a Mr. Farquarson.

The Clerk is to ask Mr. Clark what process is in place for other footpath closures required during the construction of the new road.

#### The Tye (p.1)

Letters received from Matthew Cloke of Strutt and Parker indicate that he had referred matters raised to Essex and Suffolk Water's Agents who in turn had referred them to the Water Co. for their urgent attention. He was also chasing BT for an explanation of their activities. He was leaving Strutt and Parker on 18<sup>th</sup>. February, and P.C. should then deal with Stephen Hawes.

The Chairman is to try to get the managing director of the water company to visit the site.

The Clerk is to ask Strutt and Parker for another site meeting.

### CORRESPONDENCE

#### E.A.L.C. Special General Meeting, 15<sup>th</sup>. March

It was agreed that a representative should attend the S.G.M., at Great Dunmow, in order to support the proposed 20% increase in subscriptions, which is intended to compensate for the loss of the E.C.C. grant.

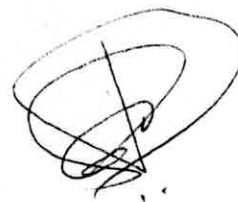
A review of Essex membership of N.A.L.C. is to be considered for a motion at the A.G.M.

#### Local Council Review

E.A.L.C. will no longer be supplying a free copy of the Review after the March edition. The Clerk is to investigate the cost of subscription.

#### E.A.L.C. Crime and Disorder Conference 10am-12, 22<sup>nd</sup>. June

It was agreed that Miss Waters should attend the conference on behalf of P.C. and that P.C. should pay the £6 conference fee and her travelling expenses.



30/3/00

E.A.L.C. New Secretary

Mrs. Joy Sheppard, the present Assistant Secretary, will assume the post of Secretary on 1<sup>st</sup> April.

Chelmsford Sports Forum 7.30 pm, 29<sup>th</sup>. February

P.C. will not be represented at the Forum at Galleywood.

Temporary Speed Limit Orders

It was noted that E.C.C. had sent notice of nine temporary speed limit orders associated with the construction of the new A130, and that the limits would be supported with speed cameras.

Temporary Road Closures

It was noted that E.C.C. has sent notice of temporary road closures at Hawk Hill, Battlesbridge and Hoe Lane, Rettendon and of a temporary one way working at Hawk Hill all commencing 25<sup>th</sup>. February.

FINANCEBob Richmond

It was agreed to contribute £10 to the collection, by E.A.L.C., towards a retiring presentation for Bob Richmond, using provisions under the Local Government Superannuation (Discretionary Payments) Regulations 1996.

Payments

The following deposit was noted:

	Total £	
National Savings	566.93	Annual interest 1999.

The following cheques were signed:

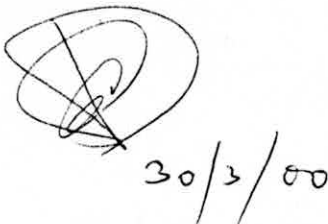
	NET £	VAT £	Total £	
The Printing Place			171.00	Spring Newsletter:
K. Plumridge	325.01	3.41	328.42	Feb. salary & reimbursements:
E.A.L.C.			6.00	Conference fee:
E.A.L.C.			10.00	Presentation contribution.

The following direct debits were noted:

	Date debited	Total £	
Public Works Loan Account	24/2/2000	248.36	Field loan:
Public Works Loan Account	11/3/2000	616.88	Hall loan.

PLANNING00/85/FUL St. Giles Lodge, Bicknacre Road

P.C. objected to the proposed post and rail fences to replace the existing barbed wire fences, noting that no permission had been obtained for the barbed wire fences. P.C. understands that the Article 4 Direction was applied to this area, which is part of the Danbury Ridge Nature



30/3/00

Conservation Zone, in order to protect its character and appearance. The proposed fencing is, P.C.'s opinion, the type of development that the Article 4 Direction was seeking to prevent. Also, the policy to control development, so as to prevent the merging of the settlements of Bicknacre and East Hanningfield, would be eroded by this proposal.

00/86/FUL St. Giles Lodge, Bicknacre Road

P.C. objected to the proposed hay store, animal waste bin and post and rail fenced gravel surfaced area. The site is within the sensitive area of the Danbury Ridge Nature Conservation Zone, and the development would be detrimental to the purposes of the Zone and of the Article 4 Direction which applies to the area. P.C. is also mindful that policy exists to prevent the merging of the settlements of East Hanningfield and Bicknacre and that this proposal would be detrimental to that aim.

00/150/FUL Bromley Lodge, Tile Works Lane, Rettendon Common

P.C. objected to the proposed change of use of the garage to a residence. P.C. does not wish to see the intensification of activity in this area, which is greenbelt, that would inevitably result from an additional dwelling. P.C. wishes to see the garage continue as part of the domestic premises of Bromley Lodge serving that dwelling or its replacement should it be rebuilt.

CONSULTATION – C.B.C. DRAFT ECONOMIC DEVELOPMENT PLAN 2000/2001

The Clerk is to respond making the following points:

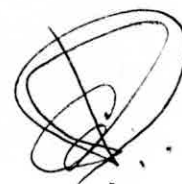
- This is an impressive and well considered document.
- P.C. supports C.B.C.'s intention to maintain the present rate relief for village shops (policy 3.6.3).
- P.C. supports the statements set out in Policy 3.6 concerning rural business with the proviso that there should not be a blanket policy promoting re-use of redundant farm buildings as it is necessary to be sensitive to the circumstances of each individual case.
- Agriculture and associated trades and crafts are not considered in the Plan and should be, considering the large area of agricultural land in the borough.
- In the Strategy for Social Inclusion *Empowering people and communities* should be the first objective not the last.

CONSULTATION – ACTION PLAN FOR YOUNG PEOPLE

It was agreed that individual councillors should pass their copies of the consultation leaflets on to young people for them to read and complete. Copies are also to be passed to the organisers of the youth club and the disco. C.B.C. is to be informed of this action with a brief outline of local initiatives including those which have failed.

VILLAGE HALL PROJECT

R.C.C.E. has written to the Charity Commission concerning the Rural Regeneration Scheme and East Hanningfield's plight. The matter is to be referred to the Policy Team who will be meeting in a few weeks.



30/3/00

MATTERS FOR REPORTThe Spinney Farm Planning Permission

It was noted that conditions had been applied concerning the management of waste.

Biodiversity File

The Chairman is to return the file to Miss Waters.

Highfields Farm

A newspaper article concerning the incorporation of chicken waste into agricultural land is to be circulated.

Scarles Croft

The Clerk is to write to C.B.C. again regarding the parking on the grass in front of Scarles Croft as further material has been seen dumped on the site to create a surface, and the site is not being managed properly with material spreading on to the car park in front of the Three Horseshoes.

Speed Limit

The Clerk is to repeat P.C.'s request for a reduced speed limit in the village centre without waiting for physical measures, although wanting physical speed restraints at some time in the future.

Rural Housing Trust

The planning application will be made shortly.

Hanna's Field Charity

Following the A.G.M., M. Plumridge is now the Treasurer and C. Warren the Chairman. It was noted that the meeting had been poorly attended.

Agenda Item – Adoption of Village Hall Chase

The Chairman is to ask C.B.C. about the practicalities of having the Chase adopted as a highway. This is to be an Agenda Item for the next Meeting.

Agenda Item – Car Park Litter

The possibility of P.C. paying for sweeping/litter picking at the Village Hall car park is to be an Agenda Item at the next Meeting.

It was noted that a vehicle exhaust dumped at the car park could go into the next manned refuse vehicle.

Fingerpost – Highfields Farm

The Clerk is to write again to C.B.C. asking whether the finger post which used to point from the farm entrance to the Common might be replaced.

Enforcement Matters

The Clerk is to write to C.B.C. Planning to ask for an update on enforcement matters.

Tye Posts

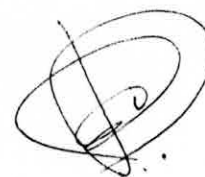
It was noted that some of the oak posts on the Tye need replacing or painting. A list of the work required is to be compiled.

Creephedge Lane Road Surface

Mr. Wigglesworth is to inform the Clerk of the exact locations of the surface damage so that the information can be passed to C.B.C.

Periodic Electoral Review

It was noted that Bicknacre and Woodham Ferrers P.C. had objected to the proposed warding arrangements wishing to retain a single councillor ward.

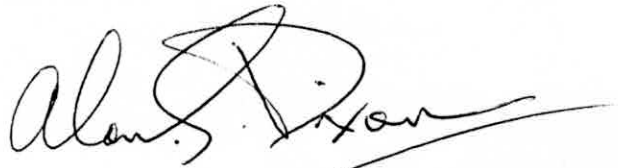


30/3/00

Police Visit

The Clerk is to write thanking the police for their attendance before the Meeting and to confirm that they have promised a speed count to find out the 85 percentile count in Bicknacre Road and that there will be speed checks with camera equipment at the edges of the speed limits in order to check the speed of vehicles leaving Bicknacre Road and the Main Road at the south end of the village. Also, Mr. Dunatis had undertaken to research the background to the Howe Green 30 mph speed limit.

There being no further business the Meeting closed at 10.28.



Chairman

30<sup>th</sup> March 2000