

A Meeting of the Parish Council was held in the Village Hall at 8pm. On Thursday, 23rd. September, 2004.

PRESENT

Cllr. Applegate in the Chair, Cllrs. Amos, Harris, Palmer, and Williamson. The Clerk was in attendance.

APOLOGIES FOR ABSENCE

Apologies for absence were received and accepted from Cllrs. Draper and Mrs. Tilby, and a message was received from Cllr. Palmer that his arrival would be delayed.

MINUTES OF THE PREVIOUS MEETING

The Minutes were signed as a true record of the Meeting held on 26th. August, 2004.

MATTERS ARISING FROM THE MINUTES OF THE PREVIOUS MEETING

Cllr. Palmer arrived at this point.

Village Hall Project (MA p.357)

The Countryside Agency has extended the final claim date for the Community Services Grant towards the construction of the shop element of the Village Hall extension until 31st. December. This should allow PC to claim a proportion of the final retention payment.

Broadband (p.360)

Daily attempts to register have found page unobtainable. Using a different computer the page was reached and the form completed but when the confirm button was clicked there was no acknowledgement so it is not known whether the order was received. If registration is found not to have worked further attempts will be made.

Hedge beside Horseshoes Garden (MfRc p.362)

The Clerk had yet to arrange the meeting with a CBC officer. Cllr. Applegate undertook to attend the meeting with Cllr Amos if it could be arranged for early in the morning.

Planning Committee Meeting 14th. September (MfRe p.362)

In the absence of the Chairman, PC was represented by Peter Applegate. The Colne Housing application was granted and the Smart Planning application was refused. The Smart Planning application for the gypsy site is scheduled for the Planning Committee Meeting on 5th. October.

CORRESPONDENCE

a) Tree Related Nuisance – Old School House

The request from OCA Ltd that PC removes trees beside the Old School House as a remedy for tree related nuisance was considered. In the absence of any evidence that PC was responsible for the trees in question and the possibility that the land might be highway verge, it was agreed that the Clerk should forward the letter to CBC Highways.

It was noted that the Clerk had already informed PC's insurer about the letter.

b) Pyracantha – The Tye

Mrs. Brown of the Poppies had written to ask that the area where the pyracantha has been removed should be planted to prevent its use as a footpath. Cllrs. had visited the site and concluded that there was no wear to show that pedestrian use was a problem. It was agreed that the area should be seeded with grass seed at the appropriate time.

FINANCE**a) EALC Councillors' Training Day – 13th. October**

There was no-one available to attend.

b) ETP Roles and Responsibilities Course 9th. November

There was no-one available to attend.

c) Parish Paths Partnership Developing Skills Courses

It was agreed that the Clerk should attend the Risk Assessment and First Aid Training Day on 17th. November at a cost of £50.

d) Completion of External Audit

i) It was noted that the external auditors have completed the audit of the accounts for the year ended 31st. March 2004, and their report stated on the basis of our review, in our opinion the information contained in the annual return is in accordance with the Audit Commission's requirements and no matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met".

ii) It was noted that the external auditors wished to draw to PC's attention that "the Council's fidelity guarantee cover is considered to be low in view of the levels of income and bank account balances".

It was agreed that the Clerk should ask Cornhill on what basis fidelity guarantee should be set.

e) Payments

The following receipt was noted:

From	To Account	Amount £	Explanation
Chelmsford Borough Council	Current	10787.50	2 nd . half of Precept

The following cheques were signed:

To	Cheque	NET £	VAT £	TOTAL £	Explanation	Power
Lubbock Fine	101393	350.00	61.65	411.25	External audit for year ended 31/3/04	Audit Commission Act 1998
Hanna's Field Charity	101394			11.25	Rent for August Meeting	LGA 1972 Sch12 S10
R. Harvey	101395			70.00	Groundswork August & Sept.	OSA 1906 S10, HA 1960 96(5)
K. Plumridge	101396			553.35	Sept. salary, Office allow- ance, postage	LGA 1972 S112

Cancelled	101397					
Essex County Council	101398			50.00	Risk assessment & first aid training for PPP	LGA 1972 S111
Post Office Ltd. 5/10/04	101399			188.22	PAYE & NI July- September	LGA 1972 S112

PLANNING

a) Planning Applications

04/01926/FUL 22 Payne Place (rear conservatory)

There was no objection to the application.

b) Works to Trees in the Conservation Area

Notices to CBC of intent to carry out works in the Conservation Area on the following trees were noted:

Species	Location	Specification
Sycamore x 2	Frontage of Burniston	Fell to ground level
Hawthorne	Rear boundary of Burniston	Fell to ground level
Cherry	Rear garden of Swifts	Reduce height by 4m & shorten back laterals overhanging boundary with Quince Cottage by 2-3m, cutting back to suitable growing points. (Suitable growing points are side branches which are at least one third the diameter of the originating branch).
Eucalyptus	Rear boundary Quince Cottage	Reduce height by 4m. Shorten back laterals overhanging garden by 2-3m and tidy profile, cutting back to suitable growing points.
Bullace	Adjacent front door Quince Cottage	Crown reduction by 25% (2m); crown thin by 20% leaving a soft flowing outline.

c) Protected Trees

It was noted that CBC has given consent for the following works to protected trees:

TPO No:	TPO Ref:	Species	Location	Specification
2001/91	G1	Lime x 6	The Lawns	Pollarding to previous pollard points, leaving branches intact.

d) Hyde Hall, Rettendon

It was noted that a revised Hyde Hall planning application would be submitted shortly, and is expected to be considered by the Planning Committee in November. The access will be off a point in Creephedge Lane.

In view of the serious nature of the application the Clerk was asked to request an extension to the consultation period and to contact neighbouring parish councils.

TRAFFIC CALMING

a) Completion of Works

It was noted that the works had been completed and that there would be a 'post mortem' of the project at the next Meeting.

b) Encroachment on the Village Green

It was noted that the fence had been removed from the village green in front of Endymion.

c) Further Action

It was agreed that the Clerk should ask Jolene Horner when the temporary signs are to be removed, which ones, and when there would be a traffic count, but not in half term, please.

REASSESSMENT OF GROUNDSWORK SCHEDULE

a) Timetable

It was noted that the Working Party would report to the next Meeting.

CONSULTATION: CHELMSFORD BOROUGH COUNCIL'S DRAFT STATEMENT OF LICENSING POLICY

a) Open Day 7th. October

The Open Day at the CBC offices was noted.

b) Consultation

It was agreed not to comment on the Draft Statement.

VILLAGE FAIR

a) Review

It was noted that this item would be reviewed at the next Meeting.

MATTERS FOR REPORT

a) Village Fete

The profit was in the region of £1,700 to be divided between the Church and the Village Hall.

b) Affordable Housing

This would be an Agenda item for the next Meeting and a representative from Colne Housing would be invited to attend in order to update PC on the project.

There being no further business the Meeting closed at 9.22.