



## RAYNE PARISH COUNCIL

Clerk to the Council: Mrs Philippa Potter  
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### MINUTES OF THE PARISH COUNCIL MEETING HELD 4 OCTOBER 2010

**Present:** Cllr Adam Bulkeley Martyn Phillips  
Roger Jiggins Keith Rawlings  
Ian MacNee Trevor Rippingale  
Dean West Mary Gray (*after co-option at item 10/83*)

**In Attendance:** Philippa Potter (Clerk)  
District Councillor Mike Banthorpe  
County Councillor Roger Walters  
Jan Cole - RCCE  
5 members of the public

#### 10/80 APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllrs Dore, Giles and Roberts.

#### 10/81 CONSIDERATION OF THE MINUTES OF THE MEETING HELD MONDAY 6 SEPTEMBER 2010

It was Proposed, Cllr MacNee, Seconded Cllr Bulkeley and unanimously Resolved to accept the minutes as a true record, and they were signed accordingly.

#### 10/82 DECLARATION OF INTERESTS

- Cllr West declared a personal interest in item 87.2 as he lives nextdoor to the planning applicant and item 89.1 as Chair of Rayne Youth Football Club.
- Cllr Jiggins declared a personal interest in item 90.9 as director of company receiving payment for an invoice.

#### 10/83 CO-OPTION OF NEW PARISH COUNCILLOR

The Parish Councillor vacancy process has not led to an election on this occasion and following her application, Mary Gray was duly co-opted as Parish Councillor. Mary Gray signed the declaration of acceptance of office and took her seat at the table. The Parish Council welcomed Mary to the Council.

#### 10/84 POLICING ISSUES

There were no police representatives at this meeting. , however, Cllr Banthorpe reported to the Council that there have been recent thefts from the allotments, which included three pumpkins and other items. These issues will be reported to the police.

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10/85

**PUBLIC FORUM**

County Cllr Roger Walters attended and spoke to the Council and public forum. He outlined the financial issues facing ECC, in anticipation of the spending review awaited from central at the end of this month, as to the size of the budget that will be available for next year. ECC are currently trying to save £300M out of a total budget of £120M, with the example given of £6M having been saved from the Highways budget. This has been achieved whilst trying to maintain the existing road network to a good standard and the service has almost recovered from the damage caused in the bad weather last winter. Rayne have benefited from resurfaced footways this year, which has been very much welcomed. Cllr Walters spoke about road projects in the district which are needing attention and other financial and governance issues currently at the fore.

It has been reported that Highways will be put out to tender to one company and that it may be more difficult to gain the same level of service that is currently enjoyed via ECC. Cllr Walters was confident that this change would not pose a problem.

*Cllr Trevor Ripplingale joined the meeting at this point at 7.50pm.*

Cllr Jiggins was concerned that some local decisions should be consulted on, such as litter clearing and other grounds work that may currently be duplicated by the Parish and BDC/ECC, could be undertaken by the Parish Council alone.

Mike Bamford, on behalf of the Village Hall Committee, came to speak to the Parish Council regarding the delay with putting in the change of use planning application, due to the need for a reptile survey being undertaken. The Parish Council explained the details of the work that has taken place to get to this point and that the need for a further survey was not anticipated. The guidance from the Planning Department at BDC has made it clear that the reptile survey is needed up front. The Parish Council are very much aware of the current parking issues and are also very keen to be able to alleviate the situation. Cllr Banthorpe will make some enquiries at BDC as to how this can be resolved in as short a time frame as possible.

A resident from Medley Road spoke about problems that are being experienced with a tree on the junction with Kidder Road. This is a large ash tree, which has grown very large and is causing problems with breaking up the neighbouring driveway and pavement. It is also obstructing a street light, which is dayburning. ECC Highways have been out on one occasion to look at the problem but have not yet reported back. The resident has also tried to find out who owns the piece of land the tree is on, as it is in the garden of a leasehold property. They have been in touch with a company who they believe is the owner and discussions are progressing. The tree is also dropping debris onto the drive and footway to the extent that cars have been damaged and the neighbouring property cannot park on their drive.

Cllr Banthorpe will see if he can find out who the land belongs to via BDC and report back either directly or via the Clerk. The resident will forward all the relevant details to the Clerk, who will follow up with ECC Highways and street lighting.

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Cllr Banthorpe spoke to the meeting and reported that diesel thefts from fuel tanks are prevalent at the moment. He also reported that there are S106 monies (from the Foundry site) available for the footbridge access from Oak Meadow to the Flitch Way. BDC have also listed Oak Meadow in their Open Spaces Planning Document as something that S106 monies which arise in Rayne would be directed towards. A single building will now have S106 monies levied on it by the District Council under revised policy, which will be reviewed annually. The Green Heart of Essex campaign has got under way and the Parish Council will be facilitating bids for both the parish and Rayne Primary School.

10/86

**ADMINISTRATION****86.1 Clerk's Report**

The Clerk reported on the current state of play and addressed the following items: Clerk to deal with at next meeting

**86.2 Parish Plan**

It was Proposed Cllr West, Seconded Cllr Bulkeley and unanimously Resolved to open the meeting to Jan Cole of the RCCE to participate in this item.

Jan Cole reported that previously, Parish Plans have focused on very local issues that Parish Councils knew they could change for the better. We need to now look at a more strategic level, as to where Rayne can look at challenges that may face the village in the next 10 years or so. A household questionnaire could be used but it would need to be more specific to selected topics rather than the wide ranging nature of the original one. A meeting needs to be set up for a Parish Plan Working Party and it was Proposed Cllr Rawlings, Seconded Cllr MacNee and unanimously Resolved that Cllr Bulkeley be the Chair. As soon as the Parish Council commits to a refresh, Jan Cole can trigger funding for the project and it was therefore Proposed Cllr Bulkeley, Seconded Cllr West and unanimously Resolved to commit Rayne Parish Council to a Parish Plan Refresh. Jan Cole will go ahead and apply to the ECC Making It Happen fund for a start up grant of £400. It was agreed to invite Jan Cole to the first meeting and this will be arranged as soon as practicable. Other funds to assist with this project are available and will be looked into once the project has started.

10/87

**BDC MATTERS****87.1 Planning Applications**

- 10/01074/FUL: Century Barn, Shalford Road: REVISED Construction of a two berth cartlodge building and garden shed. It was agreed not to comment on this application.

**87.2 Planning Committee**

To receive the agreed representation of the Planning Committee, meeting on 15 September 2010, for the following applications:

*Cllr Phillips declared an interest in the following application as the owner of a house in this road and consequently did not vote.*

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- 10/01199/FUL: 21 Leyside . Erection of two storey side extension with dormer window loft conversion. It was Proposed Cllr Bulkeley, Seconded Cllr Rippingale and unanimously agreed to object to this application.

*Cllr Jiggins declared a personal interest in the following applications as the owner of a similar establishment in the village and consequently did not vote:*

- 10/01142/FUL: Hazelmere Farm, Dunmow Road . Proposed change of use for caravan storage area. It was Proposed Cllr Bulkeley, Seconded Cllr Phillips and unanimously agreed to object to this application.
- 10/01222/ADV: Hazelmere Farm, Dunmow Road - Display of a free standing sales signage panel. It was Proposed Cllr Bulkeley, Seconded Cllr Phillips and unanimously agreed to object to this application.
- 10/01143/FUL: Hazelmere Farm, Dunmow Road . Proposed refurbishment of Units 9 and 10. It was agreed to make no comment on this application.

### 87.3 Planning Results

None

10/88

## **ROADS, TRANSPORT AND PUBLIC SAFETY**

### 88.1 Street Lighting

The following have been reported:

- Outside 7 Shalford Rd
- Phillips Road Footpath bollard lights.
- Opposite 19 Medley Road by the garages

It was also agreed not to report or repair the Phillips Road bollard lights for the time being, due to the mounting cost to the Parish Council. The issue will be revisited at a later date.

### 88.2 Rayne Parish Council Community Emergency Plan

The first draft of the Parish Council's Emergency Plan had been circulated to Councillors by Cllr MacNee and any amendments or further input to be forwarded to him. Cllrs MacNee, Rawlings and Rippingale will meet again to finalise the document and bring back to a future meeting to be adopted. Volunteer names as first aiders are needed for the document and a note will be put in the Focus to ask for people to come forward. It was noted that the CIP first aid box needs to be restocked, which the Clerk will do.

### 88.3 Road Report

An updated road report was received from Cllr Giles and details will be forwarded to ECC Highways by the Clerk.

10/89

## **RAYNE'S ENVIRONMENT**

### 89.1 Oak Meadow: Amenity Space Working Party

Feedback from meeting held 15 September 2010:

- Planning Application for Change of Use . Update: This is continuing and a draft will be ready for the November meeting. Information gathering regarding the use of the Village Hall and field is being undertaken.
- Reptile Survey . this has blocked applications to some grant funding streams as deadlines will be missed. A group is undertaking the survey during October having received the go ahead from BDC Planning Department. The findings will be put forward with the planning application and any mitigation required will be discussed.

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- Funding: the search for funding streams is continuing. Cllr Phillips is organising an application to BDC's Green Heart of Essex fund and is liaising with many village groups and individuals to take this forward. Rayne Primary School is also putting the schools application forward to tie in with this.
- Partial Opening of the Field and access to the Flitch Way: The access to the Flitch Way will be pursued via the remaining S106 money. A guided walk around Oak Meadow for members of the public to participate in will be held on Sunday 24 October at 2pm. A brief discussion session afterwards will take place in the Village Hall.
- Risk Assessment . Insurance Requirements . this issue is still being looked into.
- General issues: Cllr Ripplingale will chase up the invoice for the Preliminary Ecological Assessment.
- The next meeting will be held on 13 October.

### 89.2 Village Hall Matters

Cllr West confirmed that the grass outside the CIP will be mown shortly, following delivery of a new lawnmower.

### 89.3 Footpath Map

- The Clerk will officially order the footpath map work via David Norton.
- The official definitive map is missing, although the last one was dated 2002 and is now very much out of date. Cllr Jiggins will obtain the latest one from Adam Jenkins. The Clerk will clarify the funding situation via P3 with Adam Jenkins. The group will set a date to meet to finalise the project details.

10/90

### **FINANCE**

It was Proposed Cllr Ripplingale, Seconded Cllr West and unanimously Resolved to make the following payments:

90.1	£ 687.16	Clerk Salary (Sept 10, plus agreed overtime)
90.2	£ 325.57	Groundsman 1 Salary (Sept 10)
90.3	£ 327.17	Groundsman 2 Salary (Sept 10)
90.4	£ 20.56	Acumen Wages Service (Sept 10)
90.5	£ 37.89	A&J Lighting . maintenance (Sept 10)
90.6	£ 85.66	A&J Lighting (Repair to bollard light, Phillips Road)
90.7	£ 30.00	EALC Clerk Course: Elections ( <i>cost shared 50% with Pebmarsh PC</i> )
90.8	£ 78.07	BT Telephone bill . quarter to 5 September 2010
90.9	£ 155.88	F A Jiggins & Son . Consumables*
90.10	£ 38.97	Ernest Doe . Consumables**
90.11	£ 39.00	Rayne Village Hall CIP Room Hire 2 x meetings

*Total: £1825.93*

*\*Consumables includes: weed spray, gas oil*

*\*\* Consumables includes: paint and paintbrushes*

### 90.12 Appointment of Cheque Signatories

As this procedure involves a large amount of paperwork for both Clerk and Councillors, this issue will be left until after the Parish Council elections in May, to avoid the need to do this exercise twice.

10/91

### **CIRCULATION AND CORRESPONDENCE**

Cllr Phillips read out interesting and relevant items.

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**10/92 MEETINGS AND TRAINING**

Cllr MacNee . attended a recent transport/highways meeting. Improvements to Rayne Road are currently being looked at.

**10/93 DATE OF NEXT MEETING**

The next **Parish Council** meeting will be held on: **Monday 1 November 2010**. Please send items for the agenda to the Clerk by Thursday 21 October 2010 at the latest.

**10/94 CLOSURE**

The meeting closed at 9.40pm.

Signed õ õ õ õ õ õ õ õ õ õ õ õ õ õ õ õ õ õ õ ..  
Chairman

Date õ õ õ õ õ õ õ õ õ õ õ õ õ õ õ õ õ õ õ ..

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