

# RAYNE PARISH COUNCIL

## MINUTES OF THE MEETING HELD ON MONDAY, 5<sup>th</sup> APRIL 2004

**PRESENT:** Councillor Harold Giles  
Roger Jiggins  
Ian MacNee  
Martyn Phillips **Chairman**  
Pat Roberts  
John Wootton

**Also in Attendance:** Mrs Melanie Whiteside (Clerk)  
PC Sarah Frost – Shalford Police Station  
6 members of the public.

### **PUBLIC FORUM**

Adjournment to allow members of the public to raise issues of mutual interest or to question Councillors.

### **Police Issues**

PC Sarah Frost – Community Policing Team, Shalford Police Station

The following issues were discussed:

- Lack of action by Police following reports from the public.
- Difficulty of tracing untaxed cars.
- Parking on the Zig-Zag lines at the Post Office and the School.
- Unlicensed motorbikes using the Fritchway
- Vandalism

### **Planning Application - Haverings Farm Barns**

Mr Roger Brown, Park Hill Homes, gave a brief report on the background to the application.

### **Planning Application - 5 Smithsfield**

Mr & Mrs Monk gave a brief report on the background to the application.

### **Foundry Site**

Mr Turner (19 Capel Road) reported it appeared the asbestos roofing was being removed from the site during the night.

### **Pedestrian Access to Great Notley**

Following a request for information, Cllr Martyn Phillips reported ECC anticipate the bridleway will be available for public use by summer 2004.

**04/01**

### **DECLARATION OF INTERESTS**

To declare any 'personal' or 'personal and prejudicial' interests relating to items on the agenda having regard to paragraphs 8 to 12 (inclusive) of the Code of Conduct for Members part 5/1 of the Constitution and having taken appropriate advice (where necessary) before the meeting.

The following interests were declared:

Cllr Roger Jiggins – Item 06.1 - Planning application 04/00363/FUL & 04/00364 as the landowner.

Cllr Roger Jiggins left the meeting whilst this item was discussed .  
Cllr Pat Roberts – Item 09.7 – Payment of EALC affiliation fee as an employee.

**04/02 APOLOGIES FOR ABSENCE**

Apologies received from Cllr Jessica Dawson, Cllr Kate Kukiewicz, Cllr Tony Meadows and Cllr Diane Shepherd.

Members present extended their very best wishes to Cllr Tony Meadows.

**04/03 CONSIDERATION OF THE MINUTES OF THE MEETING HELD ON MONDAY 1<sup>st</sup> MARCH 2004**

The minutes, having been previously circulated, were agreed as a true record of the meeting.

Proposed: Cllr Pat Roberts. Seconded: Cllr Ian MacNee.

**04/04 COUNCILLOR RESIGNATION**

Notice of Vacancy received from BDC.

Closing date for receipt of requests for an election is 14<sup>th</sup> April – if no requests have been made the Parish Council will then be able to co-opt.

**04/05 MATTERS ARISING NOT LISTED ON THIS AGENDA**

**05.1 Water Tank – Fritch Way**

It was reported the water tank has been removed.

**05.2 Blue Cover – The Street**

Clerk to request ECC Highways investigate as they have responsibility for footpaths.

**05.3 Removal of Litter Bin**

Response received from BDC stating bin was removed to deter fly tipping. Following discussion, the following was agreed:

- Request BDC provide two small replacement bins for other areas of the village.
- Discuss possibility of employing a further litter picker at the next meeting.

**04/06 BDC MATTERS**

**06.1 Planning Applications**

**04/00434/LBC** – Amberley, 5 The Gore – Installation of satellite dish on garage gable end.

It was unanimously agreed to Support this application.

**04/00363/FUL & 04/00364/LBC** – Barns at Haverings Farm, The Street – Change of use and conversion of redundant barns to provide 2no. dwellings with offices and garages together with self-contained office unit.

It was unanimously agreed to strongly Support this application as the site is at the gateway to the village and this development will smarten the area. Cllr Martyn Phillips agreed to attend the BDC Committee when the application is heard to stress the opinion of the Parish Council.

**04/00479/FUL** – 5 Smithsfield – Erection of two storey extension to front of property and alterations to garage.

It was Proposed Cllr Pat Roberts, Seconded Cllr John Wootton and Carried 5 For, 1 Abstention that the Parish Council object to this application as it is outside the building line.

**06.2 Planning Results**

The following applications have been GRANTED:

02540/COU – Woodstock, Pods Lane – Change of use to enable existing polytunnel to be used for retail sales.

**04/07 ROADS AND PUBLIC SAFETY**

**07.1 Street Lighting**

Lamp outside No.22 The Maltings reported as constantly lit.

**07.2 Policing Issues**

Issues discussed during the Public Forum with PC Sarah Frost.  
Response from Sgt Harrison noted.

**07.3 Speeding Issues throughout the Village**

To discuss the possibility of surveying residents regarding a 20mph limit.  
Response from ECC stating policy for implementing 20mph speed limits noted.  
Members agreed to incorporate this issue into the Parish Appraisal.

**07.4 Shalford Road Footpath**

Following discussion on the options available to construct a footpath, it was agreed Clerk to contact Fairview Homes asking if the Parish Council are able to secure funding for the skate ramp by other means, would they consider putting this designated S106 monies towards the footpath.

**07.5 Foundry Site**

Response received from FPD Savills noted.  
Clerk to reply that the safety issue has not been addressed, adding our concerns of a possible health risk and physical safety of residents from loose roofing sheets.

**07.6 Bridleway Link from Rayne to Great Notley Garden Village**

ECC have obtained bridleway rights over the farm accommodation bridge and anticipate public use by summer 2004.

**07.7 Gritting**

Response from ECC stating the gritting route and dates of winter gritting that took place in January.  
Grit Bins – These will not be installed until October/November but ECC's current policy is changing and new bins will have to be sponsored by Parish Councils.

**04/08 RAYNE'S ENVIRONMENT**

**08.1 Skate Ramp**

Cllr Ian MacNee reported a price reduction has been negotiated with Playdale for the additional equipment, which has allowed for seating, signage and a bank ramp to be considered. The Committee have also applied to BDC for a grant to provide a Youth Shelter.

**08.2 Village Hall Survey**

Copy of tender document received, this has been sent to five contractors. Nine further items of vandalism have occurred since the original tender document – amounting to over £1,500.  
It was agreed to copy the tender document to the Village Hall Committee, adding a Health & Safety Audit of the building has not been undertaken.

**08.3 Dog Fouling**

The Dog Warden, BDC, is aware of the ongoing problems within the village.

**08.4 Best Kept Village Competition**

Street Sweeping – Awaiting quotation from BDC.

Litter – Following reports on the amount of litter on the roads exiting the village, Cllr Martyn Phillips agreed to discuss the issue with County Councillor Walters.

#### **08.5 Emergency Plan**

Members agreed that a village plan is not required at this time.

#### **08.6 Focus Group / P3 Workshops**

No member expressed an interest in attending these workshops.

### **04/09 FINANCE**

09.1	£55.00	Impact – Council Accounts Package (Annual Support)
09.2	£132.88	Le Computer - Software
09.3	£93.98	Powergen – Energy Charge (six months)
09.4	£41.00	EALC – Attendance on “Law & Procedures” Course
09.5	£77.39	British Telecom – Line rental and phone charges
09.6	£9.95	Mr MacNee – Reimbursement (clips for bins)
09.7	£325.45	EALC – Affiliation Fee 2004/2005
09.8	£20.33	Asset Management – Lighting Maintenance

It was Proposed Cllr Roger Jiggins, Seconded Cllr John Wootton and unanimously agreed to make these payments.

Next Meeting – To update the current bank mandate.

### **04/10 MEETINGS / SEMINARS / CONSULTATIONS**

#### **10.1 Circulation Folder**

Cllr Martyn Phillips informed members of interesting/relevant items.

#### **10.2 Annual Parish Assembly**

Invitation to attend, together with request for questions in advance, to be published in the parish magazine.

#### **10.3 Annual Report**

Draft report discussed, with amendments suggested. It was agreed to publish in the parish magazine in advance of the Annual Parish Assembly.

#### **10.4 Next for the NHS**

Public consultations are currently being held on the Future of the NHS.

#### **10.5 Parish Council Meeting Day**

The decision to change the meeting day was reviewed, with members present unanimously agreeing for the Parish Council meetings to remain on a Monday evening.

#### **10.6 Personnel Committee**

The draft Terms of Reference were unanimously agreed.  
Next Agenda – To set up a Personnel Committee.

#### **10.7 Local Investigation and Determination of Misconduct Allegations**

It was agreed no response was required on this consultation.

#### **10.8 EALC Courses**

- Stress Management – Thurs 20<sup>th</sup> May 9:30-4:30 @ £59/delegate.
- Staff Motivation & Managing Difficult Staff – Fri 18<sup>th</sup> June 9:30-4:30 @ £65/delegate.
- Handling Appraisals and Disciplinary Matters – Thurs 1<sup>st</sup> July 9:30-4:30 @ £65/ delegate.

No member expressed an interest in attending.

**04/11**

**DATE OF NEXT MEETING**

The next meeting will be held on **Monday, 10<sup>th</sup> May 2004**.  
Items for the agenda to the Clerk by Wednesday, 28<sup>th</sup> April.

**04/12**

**CLOSURE**

The meeting closed at 9:45 p.m.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

**CHAIR OF THE COUNCIL**