

RAYNE PARISH COUNCIL

MINUTES OF THE MEETING HELD ON FRIDAY, 6th DECEMBER 2002

PRESENT: Councillor Mrs Fish
Giles
Jiggins
Mrs Kukiewicz
Lees
MacNee
Meadows
Phillips
Mrs Shepherd
Wootton

In the Chair: Councillor Mrs Kukiewicz

02/130 PUBLIC FORUM

This is an opportunity for members of the public to raise issues of mutual interest or to question Councillors.

There were no members of the public present.

02/131 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.

Item 135.1 Application No. 02/02181/FUL - Cllr Wootton declared an interest in this item as his family own the next door building and adjoining land.

Item 137.7 Web Site - Cllr Lees declared an interest in this item due to the nature of his company.

02/132 APOLOGIES FOR ABSENCE

Apologies received from Cllr Mrs Roberts.

02/133 CONSIDERATION OF THE MINUTES OF THE PRECEPT MEETING HELD ON FRIDAY 15th NOVEMBER 2002

The following amendments were made:

Item 121.1 - Heading should read "Rayne Village Society".

Item 123.6 - addition of words in final sentence to read "...start to discuss the extension of the Church Yard, Village Hall sewage or purchase of Oak Meadow options".

They were then signed by the Chairman as an accurate record.

Proposed Cllr Jiggins. Seconded Cllr Lees.

02/134 MATTERS ARISING NOT LISTED ON THIS AGENDA

134.1 Street Naming - Foundry Site

Response received from BDC stating they will consider naming part of the new development after Mr Carder.

134.2 Street Name Plate Replacement

Response received from BDC stating their present policy is the most cost effective.

Cllr Jiggins stated the Capel Road sign has recently been vandalised. Installation of these signs is the problem as there does not appear to be enough concrete in the bases. It was suggested that BDC supply the sign and the PC undertake the installation. Clerk to write again to BDC.

Following the late arrival of 3 members of the public, Cllr Jiggins proposed adjourning the meeting to allow them to contribute. Seconded by Cllr Meadows and agreed by all present.

Meeting Adjourned

The residents were present to listen to the PC's views on their planning application (02/02181/FUL). They explained that the current A120 would be deregulated to a B road within 18 months and saw an opportunity for people to live in a country environment. They added they would move into one of the new properties, selling the other and existing cottage.

Meeting Reconvened

134.3 Police Post Boxes

Information received from PC Harrington that there is now a box in the Post Office for use by residents.

It was agreed the Clerk to write thanking the Police for commencing with this initiative and to ask if there were any plans to start the Police Surgeries in the village.

134.4 New Road Flooding

Response received from ECC stating they do not believe the new footway is contributing to flooding and that no carriageway resurfacing had been promised.

Following discussion it was agreed to utilise the PC Digital Camera to take photographic evidence of the flooding problems then request a site meeting with Mr Gardner, ECC.

02/135 BDC MATTERS

135.1 Planning Applications

02/02181/FUL – Hares Rest, 1 Valentine Cottages, Dunmow Road
Erection of 2 no. three bedroomed dwellinghouses and 1 no. garage.

It was proposed the PC object to this application as it is outside the village envelope. Voted 9 in favour with 1 abstention (Cllr Meadows).

02/02216/COU – Mounts Farm, Shalford Road
Conversion of barn to form family annex.

It was proposed the PC object to this application as it is outside the village envelope and to the Change of Use. Voted 6 in favour with 4 abstentions (Cllrs Meadows, Jiggins, Wootton and Giles).

135.2 Planning Results

The following applications are all GRANTED.

02/01683/FUL- Bakersfield, The Street
Single storey rear conservatory extension.

TPO/36a/01 – Hazelmere Farm, Dunmow Road

135.3 District Councillor Report – Cllr Meadows

Report attached to agenda.

Report noted. Cllr Meadows briefly explained the ABC Pilot Scheme and gave an overview of the Area Forum hosted by Dave Monk.

Following a discussion on incidents within the village, the following was agreed:

- Invite Inspector Rigley and PC Harrington to a meeting.
- Place information on incidents in new Police Post Box.
- Policing Issues to be a regular agenda item.

136.1 Street Light Failures

Cllr MacNee informed the meeting the following lights have been reported: No.19 New Road, No.3 Phillips Road, No.9013 Duckend Green.

Cllr Meadows asked members to inform him of their views surrounding the recent power cuts so that he may forward this information to County Cllr Walters who is meeting again with 24seven.

136.2 Village Green Footpath

To discuss going out to tender.

Plans from 24seven relating to the cable still awaited, however Mr Turpin has stated the cable in question runs from the War Memorial to the other side of the road leading to the Church and that further investigation would be needed to ascertain if it did need moving. He added high voltage cable should have a depth of 600mm and low voltage 450mm.

Cllr Mrs Kukiewicz informed the meeting there was £8,000 in the budget for this footpath. It was subsequently agreed to go out to tender with a view of opening the quotations at the February meeting.

136.3 Road Reports

Reports received from Cllrs MacNee and Giles.

Clerk reported that Roy Smith had been a steward and there was a need to cover the section of the village he was responsible for. Cllr Giles agreed to cover this section if Cllr Mrs Roberts was unable to.

Following a report on the state of the verge at the corner of Shalford Road Cllr MacNee agreed to ascertain the name of the resident whose vehicles are causing the damage. It was also suggested to plant trees/ shrubs on this section to deter further parking.

136.4 Parish Paths Partnership

To discuss joining the Partnership scheme.

Following a previous request from a resident it was agreed Clerk to take steps to join this partnership and forward P3 information to all Cllrs.

137.1 Skate Ramp

To discuss/agree purchasing of equipment.

Cllr Mrs Kukiewicz reported that the PC had not actually been awarded £2,500 by BDC as was previously reported. Cllr Meadows added this money has been allocated for two police officers to undertake a survey of the drug problem in the whole Braintree area. It was agreed Chairman would write to BDC on this issue.

Cllr Jiggins stated there was money available in this financial year and suggested spending this replacing it from next year's budget. This was unanimously agreed with Cllr Wootton requesting the shortfall be looked at in March for the PC to consider how to fund completion.

137.2 Refuse Lorry

Following dates booked (Village Hall Car Park – 8am-12noon):

Sat 18th January / 12th April / 23rd August / 1st November.

Noted. Dates will be advertised on noticeboards and in magazine.

137.3 Community Information Point

Also next ECC Information Point Meeting to be held 23 January 2:00-4:00pm at Rayne.

Clerk informed the meeting Cllr Meadows has offered to attend the above meeting.

Cllr Meadows wished to record his thanks to Joy Sheppard, EALC, for printing of the flyers at no cost to the PC.

Cllr Meadows will also be holding an evening surgery on Mon. 13th January.

Clerk will email Xmas office closure information.

It was agreed to bring forward Item 37.5

137.5 A120 Public Exhibition

To discuss an exhibition in the Community Information Point.

Cllr Jiggins reported ECC are willing to hold an exhibition in the information point and to staff for a period of time. PC need to decide on a suitable date/time as it would need to be advertised well.

It was agreed to ask ECC for suitable dates in the first instance.

137.4 Rural Mobile Community Office

Cllr Meadows reported on this new initiative and added he had suggested the Village Hall car park as a suitable site.

137.6 Ashes Memorial Wall

To consider the purchase of bricks for the wall.

Cllr Jiggins reported that, on the 19th Nov, the Diocese had taken the decision that a further site meeting was required – this will take place on 19th December. Next agenda.

137.7 Parish Council Web

Cllr Jiggins stated he believed the PC should consider a web site, at a minimal cost, however it would need to look professional and have links to other relevant sites (BDC/ECC etc).

Cllr Lees added he had spoken to the Clerk at Great Notley PC on their site and the costs involved. This site was set up through Scream.co.uk who have also done sites for BDC and Bramston Sports Centre.

Following discussion the following was agreed:

- Cllr Lees to contact Scream.co.uk for a costing.
- Advertise in parish magazine for an interested resident who may like to volunteer to help.
- Write to Peter Crofts asking would BDC be involved in helping PC's set up web sites.
- Write to Simon Cooper, ECC asking if they would be involved as part of the Information Point.

137.8 Freedom of Information Act 2000 - Publication Scheme

To agree/adopt the attached Publication Scheme.

Cllr Wootton proposed adopting the Model scheme. Seconded by Cllr Mrs Shepherd and agreed by all present.

02/138 VILLAGE HALL

138.1 Parish Council/Village Hall Committee Liaison

To discuss issues raised at the Precept Meeting:

Funding a Condition Survey;

How best to utilise remaining 2002/2003 Budget.

Cllr Kukiewicz reported that the PC had agreed at the Precept meeting to organise a Condition Survey to produce a plan of maintenance of 5-10yrs to form the basis of future spending on the hall.

Cllr Jiggins suggested an annual survey to take into account vandalism and other events during the year. Cllr Wootton agreed an annual report was more cost effective.

Following discussion it was agreed to:

- Write to Andrew Stevenson, Joscelyne Chase and one other company for a costing of an annual inspection and provision of subsequent tender documents.

It was further agreed to discuss the repair of play equipment at the next meeting.

138.2 Parish Council Representative - Vacancy

To appoint a Councillor to the role of Village Hall Representative.

Cllr Mrs Kukiewicz reported that, following the sad loss of Roy Smith, there was now a vacancy for a PC Representative on the Village Hall Committee. Cllr Mrs Fish indicated her interest and will inform the PC of her decision.

Next Agenda: Discuss relationship of Liaison Committee.

02/139 FINANCE

139.1	£20.33	Eastern Contracting – Lighting Maintenance
139.2	£737.25	Mrs Whiteside – Clerks Salary
139.3	£17.01	Mrs Whiteside – Postage (Sept/Oct/Nov)

Three further invoices received for payment:

139.4	£26.65	F.A. Jiggins & Son – UPVC Pipe
139.5	£139.84	Ray Peake – Groundsman (Oct)
139.6	£97.14	Concisely - Stationery

In the absence of Cllr Mrs Roberts, Cllr MacNee checked the invoices. It was subsequently agreed to make these payments.

Proposed: Cllr Lees. Seconded: Cllr Meadows.

139.7 Groundsman & Assistant Groundsman Salary

To discuss/agree salary increase as per Agricultural Rates.

Clerk informed the meeting both Groundsman and Asst. Groundsman are on Craftsman rate, with the Groundsman awarded an additional 5% in recognition of his dedication and use of own equipment. The agricultural rates were increased in October to the following:

Groundsman: Craftsman rate £5.79 + 5% = £6.08/hour.

Asst. Groundsman: Craftsman rate £5.79/hour.

Cllr Mrs Shepherd proposed accepting these rates and backdating the award to October. Seconded by Cllr Giles and unanimously agreed.

139.8 Clerks Salary

To discuss/agree salary rates from April 2003.

Clerk left the room during this discussion.

It was agreed to increase Clerks salary to SCP17 £7.55/hr from April 2003.

Cllr Mrs Kukiewicz wished to record the PC's thanks for the work undertaken by the Clerk.

Clerk rejoined the meeting.

02/140 MEETINGS / SEMINARS / CONSULTATIONS

140.1 Flitch Way Liaison Group Meeting

Report on meeting held 4th November.

Cllrs Jiggins, Meadows, Mrs Shepherd and Mrs Fish had attended.

Cllr Mrs Shepherd reported on the lack of response to previous issues due to the length of time between meetings.

Cllr Mrs Fish bought up the report in the Braintree & Witham Times relating to the reintroduction of the rail link from Dunmow to Braintree. Cllr Meadows reported this had formed part of the Stansted Consultation and Cllr Lees added any route would be north of Braintree.

140.2 BDC Flood Meeting

Report on meeting held 25th November.

No PC representative had attended this meeting.

140.3 BALC Meeting

Report on meeting held 28th November.

Cllrs Jiggins, Meadows and Phillips had attended and reported on presentations held by ECC on Traffic Calming and Clearing of Ditches.

Cllr Giles reported there was a need for the cleaning of the culvert at Old Hall, 30m east of the entrance. Clerk to write to ECC.

140.4 EALC - Consultation Documents

Constitution, Standing Orders and Financial Regulations.

It was agreed Clerk to peruse these consultations.

Cllr Jiggins stated there was still a need to update the PC's Standing Orders. Clerk to forward copy of NALC guidelines to Chairman. It was agreed to put this item on the February agenda.

140.5 ECC - Essex Draft Speed Management Strategy

Consultation document - response deadline 31 January.

Cllrs Jiggins, Meadows and Phillips to peruse this document.

140.6 Win Broadband for your Community

An East of England Development Agency initiative.

Cllr Lees took the information.

02/141

HEALTH ISSUES

Report by Cllr MacNee on recent meetings attended.

No recent meetings attended.

02/142

DATE OF NEXT MEETING

The next meeting will be held on **Friday, 3rd January 2003**.

Items for the agenda to the Clerk by Monday, 16th December.

Cllr Wootton gave advance apologies for the January meeting.

Meeting Dates 2003

3 rd January	7 th February	7 th March	4 th April
<u>9th May</u>	6 th June	4 th July	1 st August
5 th Sept	3 rd October	7 th Nov	21 st Nov (Precept)
5 th December			

Clerk informed those present of the change to the May meeting, this was due to the District and Parish Elections being held on Thurs 1st May.

02/143

OTHER MATTERS FOR DISCUSSION ONLY

143.1 Village Competition Results

Cllr Meadows stated the results had indicated two top marks (10*) and was unsure if the correct information had been received.

143.2 Circulation Folders

Clerk stated that, although have now been using the new circulation system for 3 months, there are still at least four of the old circulation folders yet to be returned.

143.3 Rayne in Focus Magazine

Clerk informed the meeting that the magazine received a Highly Commended award in the recent RCCE Village Magazines Competition.

It was agreed to write to Mike Shaw offering congratulations and thanking him and his team for their dedication to this publication.

Mike Shaw had also recently written to the Clerk to record his thanks to the PC and Cllr Jiggins in particular for their continued support.

143.4 School Road Signs

Mrs Archer of Peacehaven had contacted the Clerk to report some residents felt the existing School Road signs should be located on the opposite side of the road, by the bridge.

However, members felt that this Council had spent a great deal of time in getting these signs erected and they were happy with the current positioning. Clerk to inform Mrs Archer.

02/144

CLOSURE

The meeting closed at 10:15 p.m.

Signed: _____

Date: _____

CHAIR OF THE COUNCIL