

RAYNE PARISH COUNCIL

MINUTES OF THE MEETING HELD ON MONDAY, 3 DECEMBER 2007

PRESENT: Councillor Michael Bamford Martyn Phillips
Adam Bulkeley Keith Rawlings
Chris Doré Pat Roberts
Harold Giles Diane Shepherd
Roger Jiggins Dean West
Ian MacNee

Also in Attendance: District Cllr Michael Banthorpe
Moirá Groborz, Rural Housing Enabler, RCCE
Helen Shackleton, Flagship Housing
Mrs Philippa Potter – Clerk

PUBLIC FORUM

- **District Councillor Michael Banthorpe** advised that the Village Design Statement (VDS) had been passed by Braintree District Council (BDC) and will be available to view on their website shortly. A funding application has been sent to the Rural Community Council for Essex (RCCE), to enable the VDS to be printed and distributed.
- A leaflet on tackling fly posting was handed to the Parish Council for their information.
- The BDC recycling newsletter and Christmas recycling and refuse collection dates/arrangements are currently being distributed.
- Cllr Chris Doré advised the Council that the Mobile Library will change its time and location to between 3-4pm in the school grounds.

07/100 APOLOGIES FOR ABSENCE

Cllr Ian MacNee had advised that he will be late arriving at the meeting. Cllr Pat Roberts was absent at the beginning of the meeting. All other Councillors were present.

07/101 CONSIDERATION OF THE MINUTES OF THE MEETING HELD ON MONDAY 3 DECEMBER 2007

It was Proposed, Cllr Chris Doré, Seconded Cllr Diane Shepherd and unanimously Resolved to accept the Minutes as a true record.

101.1 Consideration of the Minutes of the Precept Meeting held on Monday, 19 November 2007

It was agreed to bring this item back to the January meeting.

07/102 DECLARATIONS OF INTERESTS

- Cllr Roger Jiggins declared a Personal Interest in items 104.1, as he knows the applicant, and 107.10 as an attendee at the Web Steering Group.
- Cllr Dean West declared a Personal Interest in item 106.1 as a member of the Village Hall Committee.
- Cllr Michael Bamford declared a Personal Interest in items 106.1 as a member of the Village Hall Committee and 106.3 as a resident.
- Cllr Martyn Phillips and Cllr Keith Rawlings declared a Personal Interest in item 107.10 as a members of the Web Steering Group.
- Cllr Adam Bulkeley declared a Personal Interest in item 106.3 as a resident.

07/103

AFFORDABLE HOUSING

Moira Groborz from the RCCE and Helen Shackleton from Flagship Housing were attending to go through the recent Housing Survey and the way forward for the Affordable Housing scheme at Oak Meadow. The survey was summarised by Moira, who confirmed that there was a proven need for affordable housing in the village. Councillor asked various questions about the figures and survey answers. Helen then explained that the next step was to involve an architect. A meeting would be arranged between the architect and Parish Councillors to discuss the possibilities on site, after which draft drawings and plans will be put forward. Helen will liaise with the Clerk to arrange this meeting.

(Cllr Ian MacNee arrived during this agenda item at 8pm, and Cllr Pat Roberts arrived at 8.20pm with apologies for late arrival, and also declared a Personal Interest in item 107.7 as a member of the Web Steering Group).

07/104

BDC MATTERS**104.1 Planning Applications**

➤ 07/2279/FUL & 07/02280/LBC: Turners, Queenborough Lane. No comments to be put forward for this application as it is outside the Parish boundary.

For Info: Representations Determined by Planning Sub-Committee

➤ 07/01665/FUL: Autumn Lodge, Queenborough Lane: Erection of replacement dwelling – REVISED PLANS. It was agreed to reiterate the Council's support for this revised application, as had been put forward for the original.

104.2 Planning Results

➤ The planning results were noted.

Decision Notice to be Noted:

➤ 07/00872/FUL: Moors Farm, Moors Lane. The condition applying to the accommodation being only for holiday lets was noted. Cllr Roger Jiggins would like a copy of the full conditions (pages 1 and 2) to be circulated, Clerk to provide.

07/105

ROADS AND PUBLIC SAFETY**105.1 Street Lighting**

➤ Column 2, Smiths Field is not working
➤ Light outside 23 Shalford Road is also not working.
These faults to be reported.

105.2 Policing Issues

Policing has been highly visible lately and the Council would like to see this level maintained. The Village Hall has been quiet, with no reported incidents. Clerk to notify the Police that this level of presence has been positively received.

105.3 Community Warden Parish Report

The report for September was noted. A request for graffiti kits to clean up one or two areas in the village have been requested. Clerk to chase this up.

105.4 Speeding along School Road – Correspondence from Parishioner

The letter was discussed and it was concluded that the concerns be passed to the police for their comment and any possible action they can take.

105.5 Pram Crossings

The installation of pram crossings in the village was noted, along with possible sites for further crossings if ECC's budget allows.

07/106 RAYNE'S ENVIRONMENT**106.1 Village Hall Matters**

Cllr Dean West and Cllr Roger Jiggins reported back on a meeting they had regarding the number of litter and dogs bins needed around the Village Hall and Playing Field and their positioning. This matter will be progressed and reported back to the next meeting.

106.2 Village of the Year

The judges feedback was noted. Ideas for next year's competition are to be brought to the next meeting.

106.3 Elms Estate

The meeting date for discussing the enhancement of various areas of the village has been set for 28 January 2008. The invitation letter will be sent out to all residents at the beginning of January. District Cllr Banthorpe and Cllr Dean West to arrange photographs and presentation. Cllr Pat Roberts will provide a projector and laptop for the meeting.

106.4 Bus Service

The poor service received from the bus service (Route 133) was discussed, with several examples of people waiting over 40 minutes after the scheduled time, for a bus to turn up. Clerk to write to the service provider about these concerns.

106.5 Parking on Shalford Road/Grass Verges

The issue of solid parking along Shalford Road between the Brunwin Road and Capel Road junctions was discussed. The current situation is proving to be hazardous to traffic in both directions. It was agreed that the Clerk will write to ECC to discuss yellow lines and/or possible passing places.

The instances of cars being parked on the grass verges were noted and a letter will be sent to the relevant households requesting that alternative parking be sought.

106.6 Churchyard Extension

It is anticipated that the timing for the purchase of land to extend the churchyard is fairly imminent. There are several issues that need to be discussed and agreed prior to this happening. Cllr Pat Roberts agreed to find out what issues and problems are experienced by other Parish Councils in this position and bring these back to the next meeting. Cllr Roger Jiggins will set out a list of questions and issues that need to be agreed at the next meeting and will also contact Rev Philip Meader to arrange a meeting with the Archdeacon to discuss these. Cllr Harold Giles will arrange a date for the repairs to Church Lane to start and these arrangement will be discussed at the next meeting also.

106.7 Refuse Vehicle

It was agreed that the BDC Refuse Vehicle will be booked twice a year, in Spring and Autumn and be located in the Station car park. Clerk will arrange this with BDC and the Flitch Way Rangers.

106.8 Street Cleaning

The channel sweeping locations and dates need to be obtained and advertised, along with a request that 'school run' times are avoided. Clerk to progress.

106.9 Pavements in Smiths Field

It was agreed to add the pavement problems in Smiths Field to the highways list of works. Pavements in Barrack Yard and Leyfield (damaged by a lorry) also to be reported.

106.10 Fencing on Open Plan Estates in the Village

It was agreed that the Clerk write to BDC to request their guidance on tackling this issue and their comments.

106.11 Contingency Plans for the Parish Office/CIP

It was agreed to look at the arrangements and possible cost of diverting phone calls from the CIP to the Clerk's home address, in the event that the Clerk is not able to go into the office but can work from home. Cllr Dean West will liaise with the Clerk and come back to the next meeting with the proposals and costings.

106.12 Works to Trees

Cllr Roger Jiggins reported back on his views with regard to the proposed works to trees at Taisho Sanke, 6 Station Road. These comments were approved and the Clerk will forward to BDC.

07/107**FINANCE**

107.1	£23.59	Just Lamps – Lighting Maintenance (Nov)
107.2	£348.18	Mrs Potter – Clerks Salary (Nov)
107.3	£19.39	Acumen – Wages Services (Nov)
107.4	£138.40	Mr R Peake – Groundsman (Sept)
107.5	£30.00	EALC – Clerk Training (Roles and Responsibilities)
107.6	£36.82	Banner Stationery
107.7	£25.00	Cllr Ian MacNee – Remembrance Wreath
107.8	£650.00	All Saints Church – Rayne in Focus grant payment

It was Proposed Cllr Dean West, Seconded Cllr Harold Giles and unanimously Resolved to make the above payments.

107.9 Purchase of new Tractor and Trailer

Part of the cost of the new tractor and trailer for the Grounds staff will be met by a rant from BDC. It was Proposed Cllr Diane Shepherd, Seconded Cllr Dean West and unanimously Resolved to meet the cost of the balance from reserves.

107.10 Village of the Year – ICT Monies

It was Proposed Cllr Chris Doré, Seconded Cllr Dean West and unanimously Resolved that the Web Steering Group decide on and purchase the ICT equipment required for the CIP Village computer, along the suggested lines, up to a maximum of £650.

For the Clerk's computer, it was Proposed Cllr Adam Bulkeley, Seconded Cllr Dean West and unanimously Resolved to purchase a laptop, with all associated equipment required. Costs will be brought to the January meeting.

107.11 Village of the Year Bench

It was Proposed, Cllr Diane Shepherd, Seconded Cllr Michael Bamford and unanimously Resolved to purchase the bench from Barlow Tyrie. Cllr Roger Jiggins and Cllr Martyn Phillips will liaise with the Clerk to progress this action.

07/108**MEETINGS/SEMINARS/CONSULTATIONS****108.1 Circulation Folder**

Cllr Martyn Phillips informed members of interesting and relevant items.

108.2 Health Issues

There was nothing to report this month.

108.3 Meetings and Training

➤ Cllr Martyn Phillips reported back on the Rayne/Gt Notley Cluster meeting.

- Clerk training was noted.
- Rayne Parish Council Meeting dates: These were discussed and agreed.
- EALC Training: Cllr Keith Rawlings requested to be booked on the EALC Councillor Training Day 2. Clerk to arrange.

07/109**DATE OF NEXT MEETING**

The next Parish Council meeting will be held on Monday 7 January 2008, at 7.30pm in the Old Schoolroom, Shalford Road.

ITEMS FOR THE AGENDA TO BE WITH THE CLERK **BY 17 DECEMBER 2007 AT THE LATEST PLEASE.**

07/110**CLOSURE**

There being no other business, the meeting closed at 9.50pm

Signed: _____
CHAIR OF THE COUNCIL

Date: _____