

RAYNE PARISH COUNCIL



MINUTES OF THE PARISH COUNCIL MEETING HELD 1 JUNE 2009

Present:

Cllr	Martyn Phillips (Chair)	Ian MacNee
	Chris Doré	Pat Roberts
	Keith Rawlings	Roger Jiggins
	Dean West	Trevor Rippingale
	Diane Shepherd	Harold Giles
	Adam Bulkeley	

In Attendance: Philippa Potter (Clerk)
District Councillor Banthorpe 3 Members of the public

09/30 **APOLOGIES FOR ABSENCE**

There were no apologies.

09/31 **MINUTES OF PREVIOUS MEETINGS**

31.1 **Consideration of the Minutes of the Annual Parish Council Meeting held on Tuesday 5 May 2009**

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

31.2 **Consideration of the Draft Minutes of the Annual Parish Assembly, held on Monday 18 May 2009**

Cllr Phillips thanked Cllr Roberts for Chairing this year's Parish Assembly. The minutes were considered and agreed in draft, subject to the amendment showing Cllr Shepherd's apologies for absence. The Chairman also reported that Liz MacNee has sent a thank you letter to the Council for her award. The minutes will be formally agreed and signed at the Parish Assembly in 2010.

09/32 **DECLARATION OF INTERESTS**

- ✗ Cllr Giles declared a personal interest in item 36.1.
- ✗ Cllr Jiggins declared a personal interest in item 39.8.

09/33 **POLICING ISSUES**

There were no police representatives at this meeting, however, Cllr Roberts advised the Council that data can be obtained from the speed indicator devices on Shalford Road and New Road. There is some data which shows habitual speeding at certain times of the day and this information will be passed on to the police to help target their patrols. There is an issue with the speed signs triggering at too low a speed. There has been a request that the signs be recalibrated but the Clerk will check the request has been received.

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09/34

PUBLIC FORUM

- ✍ The issue of the pedestrian crossing was raised, with regard to needing to cross three times to move from Rayne Place to The Swan. This has been highlighted by the Parish Council with ECC but they have replied that it is not possible to alter the current configuration. The timing of the traffic light sequence seems to be out and the small amount of time that passes between changes. There is concern over cyclists not having enough time to get across the junction, as well as people crossing. There have also been a number of examples of vehicles jumping the lights and people walking on the road, around the railings at The Swan. The Clerk will request that the timings are looked at.
- ✍ Concern regarding the flora along the Flitch Way being overgrown was raised. The Clerk to write to the Rangers copying in Cllr Walters to request that this is looked at.
- ✍ A member of the public would like to see a Youth Parish Council set up, to deliver a young persons view to the Parish Council. It may be possible for a Youth representative to attend the Parish Council meetings to take part in debate and report back. It was agreed to advertise this idea to see what response it brings. Cllr Phillips will put an article in the Focus and it will be publicised via the noticeboards and website.
- ✍ A member of the public raised an item which had been spoken about at the Annual Assembly, regarding there not being a bus shelter at the bus stop by the Foundry development and the lack of a litter bin by the bench opposite the Welsh Princess. The issue was brought up by the parishioner in 2007 and since then, these items have been looked into by the Parish Council. The bus shelter was dependent upon land being given by the Foundry development, which did not come to pass. The litter bin was to be purchased this year but following the destruction of the bin at Barrack Yard, this has been put back. The Clerk will look into finances and report back whether a further bin can be purchased this year, or next. A bus shelter is on the Action Plan, but this would need a grant application, which will be looked into. A seat and a light in the bus shelter opposite Rayne Place has also been investigated previously, but it is not a priority at present.
- ✍ A member of the public asked the Parish Council if Rayne could set up the Community Speedwatch scheme. The Council has looked at this in the past but had not had enough volunteers. Two members of the public present said that they were willing to take this on, therefore the Clerk will request the information from the Police and pass it on.
- ✍ A concern was raised regarding the safety of the junction at Gore Road/New Road/Queenborough Lane. Unfortunately, as no access can be gained from the Flitch Way to the playing field, pedestrians need to cross here. The Clerk will request that ECC look at the issue and provide any recommendations for improvement.
- ✍ Rayne Youth FC are having problems with a group of adults who are using the playing field for football training. The Parish Council advised them to approach the Village Hall Committee for assistance with this, with the backing of the Parish Council, who will write to the team if a contact can be obtained.
- ✍ A concern regarding horses being ridden three abreast across the Swan Junction and along the roads was raised. Cllr Phillips will make contact with the riding school to ask for their assistance.

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Cllr Mike Banthorpe

- ✍ Cllr Banthorpe has received contact from the Environmental Health Officer with regard to the horse manure falling onto Rayne Road. The situation is difficult as legislation does not cover this issue. BDC will continue to liaise with the landowner.
- ✍ Cllr Banthorpe is continuing to liaise with the Planning Department regarding the height of fences etc along the Brunwin Road side of the Foundry Development on behalf of the affected residents.
- ✍ A transport meeting was attended by Cllr Banthorpe and Cllr MacNee where the issue of the speed signs was raised. It is hoped that the signs will be recalibrated to a higher trigger speed
- ✍ Hance Lane parking area – it is now likely that posts and rails will be replaced around this area. Cllr Bulkeley agreed to be involved to ensure that the posts are put back in the correct place.
- ✍ Cllr Banthorpe has been asked to name the three top issues in the ward. The Parish Council reported that these would be: amenity space and supporting infrastructure, upgrading of the village hall and car parking. Cllrs Phillips and Doré will liaise with Cllr Banthorpe on this issue.

09/35

ADMINISTRATION**35.1 Clerk's Report**

- ✍ Cllr Phillips congratulated the Clerk on obtaining the CiLCA qualification.
- ✍ Cllrs Jiggins and Phillips are pushing forward the churchyard extension discussions, following the receipt of the right of access licence.
- ✍ Swan works – it has been reported from ECC that Shalford Road would not be closed to facilitate the work to the Swan chimney, but would be reduced to one way and a weight limit, where vehicles exceeding this would be diverted. The Clerk is to write for confirmation of this and raise concerns regarding the use of Pods Lane as an unofficial diversion.
- ✍ Swan Hedge – following no response from the brewery to requests for the hedge along Shalford Road to be trimmed back and down from the power lines, the Clerk will request that Highways take this up.

35.2 Review of Registers of Interest

All Councillors have either completed a new form or confirmed that nothing has changed. The information will be sent to the BDC Monitoring Officer by the Clerk.

35.2 Quality Parish Council Re-Accreditation Application

- ✍ It was Proposed Cllr Shepherd, Seconded Cllr Rippingale and unanimously Resolved to adopt the Training Statement of Intent. This will be added to the portfolio of evidence for the Quality Parish Council reaccreditation application.

35.3 IT Issues

All systems are renewed and now in place.

09/36

BDC MATTERS**36.1 Planning Applications**

- ? 09/00601/FUL: Hazelmere Farm, Dunmow Road – Proposed refurbishment of Unit 6.
It was Proposed Cllr Bulkeley, Seconded Cllr Dore, unanimously resolved not to comment on this application.

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- ? 09/00639/FUL: 40 Shalford Road – Revisions to approval 09/00319/FUL, Erection of single storey rear extension. It was Proposed Cllr Shepherd, Seconded Cllr MacNee and unanimously Resolved to SUPPORT this application.

36.2 Planning Sub-Committee

- ✍ The minutes of the Planning Sub-Committee held on Monday 18 May were noted.
- ✍ The agreed responses by the Planning Sub-Committee of the applications listed below, were noted:
 - 09/00484/FUL: 2 Medley Road, Rayne - Demolition of existing pond structure and replacement with summerhouse including repositioning of boundary fence to encompass part of front garden into rear garden. It was agreed to OBJECT to the repositioning of the fence, as the open plan gardens should remain unenclosed and the reposition would affect the sight line at the junction.
 - 09/00191/FUL: Whelley Cottage, School Road, Rayne – Erection of canine boarding kennels with associated kitchen, w/c and exercise area.
It was agreed to OBJECT to this application on many issues, which are outlined in the Planning Sub-Committee minutes referred to above.
- ✍ Date of next Planning Sub-Committee: 15 June 2009, if needed.

36.3 Planning Results

The following application was Granted:

- ? 09/00319/FUL: 40 Shalford Road – Erection of single storey rear extension.
This result was noted.

09/37 ROADS AND PUBLIC SAFETY

37.1 Street Lighting

None to report at this meeting.

37.2 Encroachment onto Grass Verge – Shalford Road

A letter had been received from a parishioner along Shalford Road, concerned about the damage done to the verges by vehicles driving across them. The ditch has been dug out on several occasions to alleviate flooding problems but this is being ruined by vehicles driving across the verge to avoid one travelling in the opposite direction. The parishioner has taken this case up with ECC and wanted to make the Parish Council aware of this problem. The Parish Council is backing the parishioner's request with ECC and will monitor progress.

37.3 Pods Lane – Sight Line

The sight line at the junction of Pods Lane and Dunmow Road was raised as a concern once again, as the hedge is being allowed to grow wider and taller, further impinging on the view when exiting the junction. It was queried whether the boundary where the hedge is planted is correct. The Clerk will investigate whether the boundary is correct and also ask for confirmation on how high the hedge should be under planning regulations.

37.4 Road Steward Team

It was agreed that the Road Steward Team would be reformed and report highway and footway faults to the Clerk using the prescribed form. A report, with photos, would be sent to ECC Highways every three months; February, May,

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August and November, together with a monthly letter from the Clerk to outline progress on each item raised. A report will be given to the Council at three monthly intervals also. The village was divided between the appointed Councillors as follows:

- ✂ Cllr Giles - Capel, Shalford, Pods, Dunmow
- ✂ Cllr Roberts - New Road
- ✂ Cllr Rawlings - Elms Estate
- ✂ Cllr MacNee - Brunwin Rd estate

The Clerk will also chase up Sean Purcell at ECC for an update on the work regarding the reinstatement of Pods Lane.

09/38

RAYNE'S ENVIRONMENT

38.1 Village Hall Matters

Village Fete – Sunday 28 June. It was agreed not to have a presence at the fete this year.

38.2 Essex Act

The Clerk passed on information received from ECC, which stated that the Act can be used on verges which are maintained to an 'ornamental' standard, once the appropriate signage has been erected and permission obtained from ECC. The Clerk will request clarification on the definition of 'ornamental' in this regard and clarification on how enforcement would be undertaken.

38.3 Churchyard Extension

The signed licence allowing pedestrian and vehicular access across the existing churchyard to the proposed new burial site was received by the Parish Council.

38.4 Boxted Wood Meeting

Cllrs Rawlings, Bulkeley and Rippingale attended the inaugural meeting to discuss a group objection to the proposed development known as Boxted Wood. The committee was set up of the Parish Councils neighbouring the proposed site and they have asked that each Parish Council pledge £100 towards the fighting fund, should it be needed. It was Proposed Cllr Jiggins, Seconded Cllr Rawlings and unanimously Resolved to pledge this money, on the condition that a satisfactory financial policy is in place. If a contribution is made at any time, it would be paid under S137 legislation. The next meeting will take place on 14 July 2009.

09/39

FINANCE

It was Proposed Cllr Giles, Seconded Cllr Rawlings and unanimously Resolved (with the exception of Cllr Jiggins due to his declaration of interest) to make the following payments.

39.1	£355.18	Clerk Salary (May)
39.2	£320.24	Groundsman 1 – Salary (May)
39.3	£320.24	Groundsman 2 Salary (May)
39.4	£ 18.98	Acumen Wages Service (May)
39.5	£ 37.09	A&J Lighting Solutions – Maintenance
39.6	£ 36.83	A&J Lighting Solutions – Repairs
39.7	£ 27.54	Ernest Doe – Tools/Spade
39.8	£ 350.97	F A Jiggins & Son – Consumables*
39.9	£ 230.00	Scream.co.uk Ltd – renewal of domain name for 2 years
39.10	£ 234.77	Nitrex Ltd: Broadband annual renewal

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39.11	£ 52.50	EALC – Purchase of 'Local Council Administration' Book
39.12	£105.99	Clerk Expenses – Annual Report printing; printer cartridge

The following are retrospective, as payment has already been made, following inspection by the RFO Internal Auditor:

39.11	£875.00	E J Welding – Repair and refit cast iron railings at All Saints
39.12	£1219.53	Allianz Insurance – Parish Council General Insurance Renewal
39.13	£ 382.20	Allianz Insurance – Parish Council Motor Insurance Renewal

* Consumables: Tyre repairs, Petrol, Hammerite, Gas oil, Roundup spray

39.14 Price Increase for Street Lighting Parts

The price of bulbs has increased by £4.54 to £18.49, which was noted by the Council.

39.15 Gas and Oil Purchases

It was agreed to itemise the expenditure incurred in Grounds work, each month.

09/40 MEETINGS / SEMINARS

40.1 Circulation Folder

Cllr Phillips read out interesting and relevant items.

40.2 Health Issues

Cllr MacNee clarified that a report in the local press that the phlebotomy service would be moving to doctor's surgeries was not accurate.

40.3 Meetings and Training

✍ Cluster Meeting – Wednesday 24 June, 7pm, Discovery Centre, Gt Notley.
Councillors were asked to attend if possible.

09/41 DATE OF NEXT MEETING

The next Parish Council meeting will be held on: **Monday 6 July 2009.**

Please send items for the agenda to the Clerk by Thursday 25 June 2009 at the latest.

09/42 CLOSURE

The meeting closed at 9.50pm.

Signed _____
Chairman

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