

RAYNE PARISH COUNCIL

MINUTES OF THE MEETING HELD ON FRIDAY, 9th MAY 2003

PRESENT: Councillor Mrs Dawson
Mrs Fish
Giles
Jiggins
Mrs Kukiewicz
MacNee
Meadows
Phillips
Mrs Roberts
Mrs Shepherd

In the Chair: Councillor Mrs Kukiewicz

03/15 **ELECTION OF CHAIRMAN**

Cllr Meadows proposed Cllr Mrs Kukiewicz to continue as Chair. Seconded by Cllr Jiggins. Cllr Mrs Kukiewicz informed the meeting of her wish to stand down as chair due to other commitments but would be happy to caretake with a view to finding another member to take over as Chair.

It was subsequently agreed Cllr Kukiewicz be elected as Chair, with the item to be placed on the next agenda for further discussion.

Cllr Kukiewicz duly signed the Declaration of Acceptance of Office.

15.1 **Election of Vice-Chairman**

Cllr Meadows proposed Cllr Jiggins as Vice-Chairman. This was seconded by Cllr Mrs Shepherd and unanimously agreed.

03/16 **DECLARATION OF ACCEPTANCE OF OFFICE**

Councillors to sign the Declaration of Acceptance of Office form or to agree when those not signed are to be received.

Members present duly signed the Declaration of Acceptance of Office. It was agreed Cllr Wootton to sign at the June meeting.

03/17 **REGISTER OF INTERESTS**

To amend/update Register of Interests forms.

Members present checked their forms to ensure they were still accurate. Amendments accepted from Cllr Mrs Roberts, and a new form completed by Cllr Mrs Dawson.

It was agreed Cllr Wootton to check his form at the June meeting.

03/18 **ELECTION OF MEMBERS TO VARIOUS BODIES**

Following discussion, the following representatives were elected to the following committees for 2003/2004.

	<u>Committee.</u>	<u>2003/2004 Representative.</u>
18.1	Village Hall Committee	Cllr Fish.
18.2	EALC Voting members	Cllrs MacNee, Kukiewicz, Roberts & Phillips.
18.3	BALC	Cllrs Meadows, Roberts and Phillips.
18.4	Traffic Management	Cllr MacNee.
18.5	Flitch Way Liaison Group	Cllrs Meadows, Jiggins and Fish.
18.6	ECC Footpaths	Cllrs Wooton, Giles and Shepherd.
18.7	Rayne Village Society	Cllr Kukiewicz.
18.8	Planning Sub Committee	Cllrs Giles, Phillips, Wootton & Shepherd.
18.9	Rayne Primary School	Cllr Kukiewicz – until year 2006.
18.10	Road Steward Team	Cllr Roberts, Giles and MacNee.
18.11	Village Tree Warden	Cllr Jiggins.
18.12	Health Authority Rep	Cllr MacNee.
18.13	Ramp Project	Cllr MacNee.
18.14	Groundsman responsibility	Cllr Jiggins.
18.15	Cluster co-ordinator	Cllr Roberts.
18.16	Responsible Financial Officer	The Clerk - Mel Whiteside.
18.17	RFO Auditor	Cllr Roberts.
18.18	Parish Passenger Rep.	Cllr Meadows.

It was further agreed to set up the following Committee, with the first meeting of the group arranged as soon as possible.

18.19	Web Site	Cllrs Phillips and Roberts
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03/19 INSPECTION OF DOCUMENTS

Insurance renewal invitation attached to agenda. To agree cover is adequate.

Cllr Phillips asked if the limit for the Challenge Cups was sufficient.

Following discussion, it was agreed the current level of cover was adequate and Cllr Giles to look at getting the cups valued.

03/20 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. Cllr Mrs Roberts declared an interest in Item 26.1 due to her temporary employment at the EALC.

03/21 CONSIDERATION OF THE MINUTES OF THE MEETING HELD ON FRIDAY 4th APRIL 2003

Following an amendment to Item 01.01 to read "Stansted Transit" the minutes were agreed as a true and accurate record.

Proposed: Cllr Giles. Seconded: Cllr Shepherd.

03/22 MATTERS ARISING NOT LISTED ON THIS AGENDA

22.1 Planning Application at Haverings

Cllr Jiggins reported a new application would shortly be put in for Haverings. The developer has suggested an on-site meeting with the Parish Council to discuss.

It was agreed to meet on Monday, 19th May at 7:15 p.m.

22.2 Pothole near Traffic Lights

Letter received from ECC read to meeting, detailing any safety defects found following investigation will be made safe.

03/23 BDC MATTERS

23.1 Planning Applications

03/00723/COU – Megsfield Cottage, Fentons Road – Change of use of land from agricultural to domestic garden and erection of car port extension.

03/00724/FUL – 23 Kidder Road – Ground floor rear extension.

It was agreed to **Support** the above applications.

03/00894/FUL – 31 Shalford Road – Erection of extension.

It was agreed to **Object** to this application on the grounds that the extension comes out at the front of the house, which breaks up the building line.

01/01391/OUT & 01/01392/OUT – Rayne Foundry, The Street – Residential development.

A few members had visited the Saffron Walden site and pictures were issued to see the design of the buildings. Comments were made on the layout of the site, the play area, impact on the school and traffic.

It was agreed to make the following comments:

- All 3-storey buildings to be a maximum of 2½ height.
- Traffic calming to be sufficient to reduce the instance of a rat run.
- Architectural detailing to be more in keeping with the village environment.

23.2 Planning Results

The following applications were **Refused**.

02/02366/OUT – Builders Yard, School Road – Proposed mixed use development comprising demolition of existing buildings and construction of 3 new starter units and one flexible use unit for short term residential letting or service accommodation for starter units.

03/00169/FUL – Pandora, 10 Gore Lane – Erection of extension.

23.3 District Councillor Report

Report noted.

03/24 ROADS AND PUBLIC SAFETY

24.1 Street Lighting

To report any lights currently out of action.

Cllr Giles reported a light out at Duckend Green. Cllr MacNee to chase.

24.2 Policing Issues

To report any incidents or concerns since the last meeting.

Cllr Jiggins reported the telephone Kiosk in The Street had been vandalised on a number of occasions, plus damage to trees on the farms.

It was further reported there were motorbikes/scooters riding on the ramp and playing field. Clerk to inform Sue Harrison.

24.3 Flooding – Jones Garage

24.4 Flooding – Queenborough Lane

24.5 Flooding – New Road

As there was nothing further to report, it was agreed to forward these items to the next agenda.

24.6 Flooding – Old Hall Farm

Update on current situation.

Clerk to write to ECC asking why the ditch has not been cleaned out, as without this work the pipes will block again next year.

24.7 Flying Over the Village

Written complaint attached, following an incident on 17th April.

Cllr Mrs Roberts reported this plane had flown out of Earls Colne Airfield and a subsequent complaint had been made to them and the owner of the plane.

It was agreed the Parish Council to also submit a letter of complaint.

03/25

RAYNE'S ENVIRONMENT

25.1 Skate Ramp

Update on ROSPA inspection and to report on surface following an accident on 29th April.

Cllr MacNee recorded his thanks to Cllr Mrs Fish for raising £80 at the Pancake Race and to Cllr Giles for his help in sorting out the tarmac problem. He also reported the ROSPA inspection will take place next week.

Cllr Mrs Kukiewicz informed members there had been an accident on the ramp, resulting in a youth breaking his wrist. It was agreed to inform residents, via the Parish Magazine, that protective equipment must be worn as a minimum when using the ramp.

25.2 Ashes Memorial Wall

Update on progress.

Cllr Jiggins reported the bricks have been ordered but the tender document for the building work has not been issued yet due to lack of companies to approach.

25.3 Community Information Point - Notice

ECC will supply a directional sign for the front of the building.

For information - noted.

25.4 Litter-Picking and Grass Cutting

Ltr from BDC requesting litter is cleared from verges prior to highway verge cutting.

Cllr Jiggins reported it is not possible to litter pick prior to every cut.

The suggestion of hiring a local resident to undertake additional litter picking around the village was discussed and it was agreed Councillors to approach anybody who may be interested.

Clerk to write to Mr Tattersly, BDC, informing him there is still a large amount of rubbish collected from around the village stored at Goulds Farm.

25.5 Tree down in New Road

Following this report, it was agreed to write to Mr Chris Peet, Country Parks to request the tree be removed.

03/26

FINANCE

26.1	£318.53	EALC - Annual Affiliation
26.2	£20.33	Alfred McAlpine - Lighting Maintenance
26.3	£55.00	Impact - Annual Support (Accounts Package)
26.4	£46.98	TXU Energi - Energy Charge
26.5	£229.13	MSS Alarms - Annual Maintenance
26.6	£11.99	SLCC - Practitioner's Guide (Audit Publication)
26.7	£106.40	Mr Peake - Groundsman (March)
26.8	£53.27	Mr Peake - Petrol
26.9	£157.10	Allianz Cornhill - Motor Policy Renewal (Mower)
26.10	£674.33	Allianz Cornhill - Council Insurance Renewal
26.11	£300.00	Village Hall - Office Hire (Oct-Mar)

Two additional invoices received for payment:

26.12	£56.87	Concisely - Stationery
26.13	£223.25	BDC - Hire of refuse vehicle.

It was unanimously agreed to make these payments.

Proposed: Cllr Meadows. Seconded: Cllr Mrs Shepherd.

26.14 Playground Equipment

Ltr attached from Village Hall Committee stating Wicksteed are unable to proceed with the repair of the play-square.

Clerk reported a further quotation had been received for £237 inc. VAT.

Cllr Mrs Shepherd proposed this be accepted. Seconded by Cllr MacNee and agreed by all present.

03/27 MEETINGS / SEMINARS / CONSULTATIONS

27.1 Review of Drug Use

Report on presentation held on 6th May.

Cllr Meadows issued a written report on the meeting. He reported he had spoken to Sue Harrison regarding foot patrols in the village and been informed there had been difficulties in arranging this.

Cllr Mrs Kukiewicz informed those present it was now 10:00pm and there was a need to decide on the following options (as per the Standing Orders):

1. Complete the Agenda
2. Agree to complete certain items from the agenda, carrying forward the remaining.
3. Carry forward all remaining items to February agenda

It was agreed to complete the agenda, as per Option 1.

27.2 Foundry Site Development - Public Exhibition

To finalise arrangements for exhibition.

Staffing of the exhibition had been organised and it was agreed to arrange for a comment sheet for residents to complete. Cllr Meadows agreed to deliver these to BDC, asking for a report to be issued.

Cllr Jiggins stated there was a need to discuss a S106 Agreement and it was agreed Clerk to write to Mr Croft, BDC reminding him of a discussion held at a previous cluster meeting. The construction of the footpath along the Village Green was suggested, linking this to the extra traffic to be caused by the development.

27.3 New Councillors Training Day - Date TBA

Would any councillor wish to attend this training session, at a cost of £40 per head.

Cllrs Mrs Dawson, Mrs Fish and Phillips expressed an interest - Clerk to request further details.

27.4 Mobile Police Unit

Future Dates: 27th May, 24th June, then four weekly.

For information - noted.

24.5 Local Transport Plan - Third Annual Progress Report

Consultation document received. Cllrs Meadows, MacNee and Phillips to peruse and respond, if relevant, on behalf of the Parish Council.

03/28 HEALTH ISSUES

Cllr MacNee has received the Draft Plan for the NHS - put into circulation.

03/29 DATE OF NEXT MEETING

Further discussion took place on moving the day of the meetings from Friday to Monday.

Proposed: Cllr Mrs Roberts. Seconded: Cllr Mrs Shepherd.

The next meeting will be held on **Monday, 2nd June 2003**.

Items for the agenda to the Clerk by Wednesday, 21st May.

Cllrs Mrs Dawson and Meadows gave advance apologies.
Cllr Meadows also gave advance apologies for the July meeting.

03/30 **OTHER MATTERS FOR DISCUSSION ONLY**
None.

03/31 **CLOSURE**
The meeting closed at 10:15pm.

Signed: _____
CHAIR OF THE COUNCIL

Date: _____