

# RAYNE PARISH COUNCIL

## MINUTES OF THE MEETING HELD ON MONDAY, 6<sup>th</sup> OCTOBER 2003

**PRESENT:** Councillor Mrs Dawson  
Giles  
Mrs Kukiewicz  
Jiggins  
MacNee  
Meadows  
Phillips **Chairman**  
Mrs Roberts  
Mrs Shepherd  
Wootton

**Also in Attendance:** Mrs Melanie Whiteside - Clerk  
Cllr Wendy Scattergood - BDC  
Cllr David Finch - Leader (BDC) & Cabinet Member (ECC)  
District Cllr Roger Walters  
2 Members of the Public

### 03/90 PUBLIC FORUM

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

#### 90.1 Planning Application 03/01868/FUL

Mrs Goody - 35 The Street. Mrs Goody attended to inform members of the background of this application, adding that the extension will include a bathroom/shower room and wheelchair access.

#### 90.2 Presentation by Cllr Wendy Scattergood - BDC Portfolio Holder for Rural Affairs

Cllr Scattergood informed members she is the Portfolio Holder for Rural Affairs & Community Transport. BDC intend to improve the services for rural areas but need to understand what each area feel they are being deprived off. Types of information they need to assist Parish Councils is:

- Do you have a Parish Plan and Emergency Plan.
- Do you have problems with Anti-Social Behaviour / Youth Problems.

The following issues were raised - responses in italics.

- Last time BDC introduced bylaws, the rural areas were not included. BDC intend to extend bylaws district wide and have the support of the police.
- Parishes have to fund services that Braintree residents take for granted as Braintree is not parished. Parish Support Grant has only risen by 4.25% over the past 10 years (12% over 20 years). BDC recognise Braintree is not a parished area and there are plans to look at a fairer methodology.
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Anti-Social Behaviour – The parish have suffered immense damage to the Village Hall over the past few years and would welcome any scheme that would help solve this. Main problem is motivating the Police to act. BDC have been assured by the Police Chief that the 200 extra officers will be out on the street. The new BDC administration take this issue very seriously and intends to honour it's promises to the electorate.

- Flooding – Members reported that the agencies and property owners have been working together to eliminate the flooding problems.

### **90.3 Proposed Council Tax Increase**

Cllr Finch informed members that the 2004/2005 Council Tax figure will be dependant on the County budget. Currently £1.213b with a grant of £761m received from Government (of which £666m goes to schools). All other monies have to come from the council tax. The Area Cost Adjustment was also taken away and redistributed around the country (Essex lost £70m). Last year ECC assumed they would get a higher grant than that received from Government, consequently there was a higher council tax increase. ECC are undertaking a review of all expenditure and the expectation is that next year's council tax will be considerably less than 16%.

The following issues were raised – responses in italics.

- There is a large amount of new house building in the county, this must bring in revenue. Tax base is ½million homes but there is a delay between construction and occupancy. The house building does bring in revenue but also attracts high spending on additional services.
- How are pensioners expected to pay this increase. ECC are mindful of the situation pensioners are in but the current administration is working hard to keep this increase lower than last year.

### **90.4 High Diversity Refuse Collection**

Cllr Walters admitted there have been a number of errors relating to the introduction of the scheme in Rayne and that appropriate action is being taken by BDC over this.

### **03/91 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 Jiggins declared a 'personal' interest in Item 95.2 – Haverings Farm.

Cllr Meadows declared a 'personal' interest in Item 95.1 – 35 The Street as he has been to view the application and consequently took no part in the discussion.

### **03/92 APOLOGIES FOR ABSENCE**

Apologies received from Cllr Mrs Fish.

### **03/93 CONSIDERATION OF THE MINUTES OF THE MEETING HELD ON MONDAY 1<sup>ST</sup> SEPTEMBER 2003**

The minutes, having been previously circulated, were agreed as a true and accurate record of the meeting and were signed by the Chairman.

### **03/94 MATTERS ARISING NOT LISTED ON THIS AGENDA**

#### **94.1 Nuisance Youths**

Cllrs Giles and Mrs Shepherd had attempted to speak to the youths but none had been in the car park at the time.

#### **94.2 Hedges – Fairy Hall Lane**

Cllr MacNee had spoken to the resident who has agreed to cut the hedges.

### **94.3 Major Leak of Raw Sewage**

Response received from Anglian Water stating they will undertake further investigation.

Response received from the Environment Agency stating they were not aware of any sewage entering the watercourse. The following action was agreed:

- Sub-Committee of Cllrs Giles, Jiggins and MacNee formed – To action points from letter and compile a press release before the next meeting.
- Letter to be circulated to all members for information.

**03/95**

## **BDC MATTERS**

### **95.1 Planning Applications**

It was agreed to SUPPORT the following applications:

03/01788/FUL – 32 Shalford Road – Erection of rear conservatory.

03/01868/FUL – 35 The Street – Erection of two-storey rear extension.

### **95.2 Planning Results**

The following applications have been GRANTED:

03/01584/TPO – 17 Warner Close – Trim 3 oak and 1 sycamore tree.

03/01160/COU – Rayne Hall Farm – Change of use of Unit 3 to storage of building materials.

The following application has been WITHDRAWN:

03/01144/FUL & 03/01145/LBC – Barns at Haverings, The Street – Conversion and change of use of redundant barns to provide 2no. residential units with offices and garage and self contained office unit.

Following questions, Cllr Jiggins informed members why this decision was taken.

It was Proposed Cllr Giles, Seconded Cllr MacNee and agreed that the Clerk should write to BDC expressing this councils disappointment over this decision as the application would have enhanced the village.

### **95.3 District Councillor Report**

Report by District Cllr Meadows noted.

Additional report on Council Tax issued.

It was suggested a box of black refuse and clear recycling bags be kept in the Community Information Point. Clerk to action.

## **03/96 ROADS AND PUBLIC SAFETY**

### **96.1 Street Lighting**

To report any lights currently out of action.

Cllr MacNee has reported the following lights: No.2 Medley Road, No.3 Gore Road, No.11 The Street, No.3 Phillips Close and outside the Hatchery in School Road.

### **96.2 Policing Issues**

To discuss police presence within the village.

Members reported three youths had been caught by Police at the Village Hall the previous week and there has been some police presence within the village.

Cllr Meadows reported he has been informed that the Shalford police team are now based at Braintree Police Station. Clerk to write asking for confirmation of this and to request police attendance at the next meeting.

Also views requested on the Mobile Police Unit.

Members agreed it is difficult to measure how efficient this unit is as detailed numbers of visitors, the types of complaint and any follow up action by the Police or BDC is not received by the Parish Council. It was agreed to respond that the timing of the unit to Rayne is not beneficial to all parishioners and a weekend visit is preferred and to ask what is the Police response to the points raised by visits to the unit.

### **96.3 Flying Incident - 17<sup>th</sup> April**

A plane flying at a low height and making smoke above the village.

Letter from the CAA read to meeting. It was agreed to respond stating:

- We have tried to deal with this issue locally.
- Have names of independent witnesses.
- The aircraft was flying below the level of the houses.
- Where can we appeal against the CAA's decision not to take any action.

Cllr Jiggins reported on a further incident on Sunday, 5<sup>th</sup> October.

Cllr Mrs Roberts to action.

### **96.4 Flooding**

#### Flooding of Road by Old Hall Farm

Response from ECC received stating they will undertake further inspection and will be contacting the adjacent landowner asking for the ditches to be cleared.

It was agreed to put on a future agenda when a further response has been received.

**96.5 Medley Road Estate - Highway Defects**

Response received from ECC stating a list of safety defects has been passed to their contractor.

It was agreed to copy this letter to Mr Butler and place the item back on the agenda in 2-3 months to ensure the work is undertaken.

**96.6 Parking of Cars on the Village Green**

Cllr Kukiewicz reported on two incidents over the summer where a large number of cars had parked on the village green and suggested writing to the PCC asking that they advise people using the Church to find alternative parking. Agreed.

Clerk to also write to the EALC for advice on whether the parking of cars on a village green is legal.

**96.7 Queenborough Lane - Concern over HGV's**

To comment on ECC suggestion of installing road signs indicating road unsuitable for HGV's. Following discussion it was agreed to respond that the Parish Council are in favour of advisory signage.

It was also agreed that following the installation of this signage, it may still be necessary to seek a Traffic Regulation Order to implement a weight restriction.

**96.8 Temporary Speed Limit Orders - For Information Only**

As the information had been previously circulated, it was duly noted.

**96.9 Trees - Station Road**

Cllr Mrs Roberts had received complaints that the trees around the garden of No.1 Station Road are constricting access on the footpath.

Cllr Meadows to action.

**96.10 Rayne House**

Cllr Mrs Dawson has received a complaint that a member of the public has slipped on the stones across the pathway outside Rayne House (pushed out from the driveway by cars accessing the offices).

Cllr MacNee to action.

03/97

**RAYNE'S ENVIRONMENT**

**97.1 BDC Chairman - Visit to Rayne**

Report on visit held 26<sup>th</sup> September.

Previously circulated report duly noted. Members recorded their thanks to the Pre-School and School for their time and courtesy.

Following a question on the reaction to the state of the demountables at the school, Cllr Phillips reported Cllr Bigden had expressed dismay that it was necessary to use such accommodation.

**97.2 Parish Web Site Development**

Report on meeting held 18<sup>th</sup> September.

A Steering Group had been set up at this meeting. The Parish Council sub-committee had also met with Vanessa Less regarding content.

Cllr Mrs Roberts reported that ECC are also starting to express an interest in Community and Parish web sites.

**97.3 Concern over Probable Proposed Council Tax Increase**

The EALC are unable to take up this issue, as it is political. It was agreed to write a report for the EALC newsletter asking for other interested Parish Council to contact us.

To also inform parishioners, via the parish magazine that the Parish Council are aware of their concerns and suggest they write to the local MP on this issue.

#### **97.4 Village Hall**

Inspection Survey – Update

Clerk informed the meeting that Joscelyn Chase had been informed their services are no longer required and Andrew Stevenson had been approached to take this over (Cllr Jiggins to follow up).

Precept – To discuss letter received from the Committee (attached).

It was agreed to respond to the Committee that whilst members have every sympathy for the current situation, the Parish Council would not be releasing any funds until the inspection survey had been completed.

#### **97.5 Application for Recognition by Quality Council Scheme**

Cllr Phillips reported the Sub-Committee had met to discuss the application form and areas that require additional work. He wished to record his thanks to Cllr Mrs Roberts for the work she had done on this project.

The Clerk informed the meeting she has been invited to “fast track” the AQA Certificate through the EALC but this would require payment of the application fee of £55.

It was Proposed Cllr Mrs Kukiewicz, Seconded Cllr Mrs Shepherd and unanimously agreed to fund this training.

Cllr Meadows to raise the issue of Quality Council's at the BDC meeting to be held on Monday, 13<sup>th</sup> October.

#### **97.6 Village Appraisal/Parish Plan (RCCE Initiative)**

To discuss the implementation of a Parish Appraisal/Plan.

It was agreed to invite Jan Cole, RCCE to make a presentation at the Annual Parish Assembly in May.

Cllr Mrs Roberts to research further information and report back at the January meeting.

#### **97.7 Stansted Airport Flight Path and Aircraft Noise**

Response received from BAA that departing aircraft should be above 3000ft before reaching Blake End.

Clerk to respond asking for further information on Mr Harley, the reported representative for Rayne.

Cllrs Jiggins, Phillips and Wootton to meet with Mr Keith Rawlings to discuss further the information he had researched on this issue.

**03/98**

#### **FINANCE**

|      |         |   |
|------|---------|---|
| 98.1 | £20.33  | Asset Management – Lighting Maintenance |
| 98.2 | £79.51  | British Telecom – Line Rental & Charges |
| 98.3 | £223.25 | BDC – Hire of Refuse Vehicle (Aug)      |
| 98.4 | £205.20 | Mr Peake – Groundsman (Aug)             |
| 98.5 | £50.00  | Mr Peake – Petrol                       |

Three additional invoices received:

|      |           |   |
|------|-----------|---|
| 98.6 | £24.00    | All Saints, Rayne – OSR Hire (Jul-Sept)       |
| 98.7 | £97.48    | Concisely - Stationery                        |
| 98.8 | £1,392.37 | P.J.Fairhurst – Construction of Memorial Wall |

It was unanimously agreed to make these payments.

Proposed: Cllr Mrs Shepherd. Seconded: Cllr Kukiewicz

#### **98.9 Precept Meeting**

To discuss/agree content and items for the agenda.

The following agenda items were requested:

- Completion of Memorial Wall

- Footpath on Village Green
- Completion of Skate Ramp
- Consideration to joining the Parish Paths Partnership Scheme (P3)

#### **98.10 Groundsman and Assistant Groundsman Salary**

To discuss/agree salary increases as per agricultural rates.

Clerk informed the meeting both the 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 to the following:

Groundsman: Craftsman rate £6.02 + 5% = £6.32/hour.

Asst. Groundsman: Craftsman rate £6.02/hour.

Proposed: Cllr Wootton. Seconded: Cllr MacNee. Unanimously agreed.

### **03/99 MEETINGS / SEMINARS / CONSULTATIONS**

#### **99.1 Circulation Folder**

Contents list attached to agenda.

Cllr Phillips informed members of interesting/relevant items.

#### **99.2 Reconfiguration of Gastric and Oesophageal Cancer Surgery**

Report on consultation by Cllr Meadows.

Noted.

#### **99.3 Countryside & Rights of Way Act 2000**

Draft map for consultation – comments required by 2<sup>nd</sup> December.

It was agreed Cllr Jiggins peruse this consultation document and report back at the next meeting.

#### **99.4 Meet the Funders Day – Monday, 20<sup>th</sup> October**

Seminar on grants available with guest speakers - £3 per person.

No member expressed an interest in attending.

#### **99.5 Quality Councils – SLCC Conference**

Thursday, 6<sup>th</sup> November in Hatfield - £25 per person.

No member expressed an interest in attending.

**03/100 DATE OF NEXT MEETING**

The next meeting will be held on **Monday, 3<sup>rd</sup> November 2003**.  
Items for the agenda to the Clerk by Thursday, 23<sup>rd</sup> October.  
**Precept Meeting: Monday, 17<sup>th</sup> November.**

**03/101 OTHER MATTERS FOR DISCUSSION ONLY**

**101.1 Ashes Memorial Wall**

Cllr Jiggins reported the wall has been completed and suggested the fixing of plaques be controlled by the Parish Council at a charge of £55.  
Proposed: Cllr Mrs Shepherd. Seconded: Cllr Mrs Kukiewicz. Agreed.

**101.2 Noticeboard Key**

Cllr Meadows requested a key so that he may place relevant information on the noticeboards without involving the Clerk. Clerk to action.

**101.3 Station Road**

Cllr Meadows informed the meeting that a resident has been informed by Mouchel, an appointed agent of ECC, that Station Road should be a publicly maintainable highway, as it is an ancient highway that should have always been maintained.

**101.4 Skate Ramp**

Cllr MacNee informed the meeting he has approached Sign Studios for a quotation for a sign detailing the Safety & Usage rules for the ramp.

**03/102 CLOSURE**

The meeting closed at 10.05p.m.

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

**CHAIR OF THE COUNCIL**

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