

## RAYNE PARISH COUNCIL

### MINUTES OF THE MEETING HELD ON MONDAY, 3 SEPTEMBER 2007

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

**Also in Attendance:** District Councillor Banthorpe  
Paul Richards – BDC Community Warden  
PCSO Johnson – Essex Police  
2 Members of the Public  
Mrs Philippa Potter – Clerk

#### **PUBLIC FORUM**

##### Calor Village of the Year Competition 2006/7 – ITC Category

Rayne won the ITC Category of this years' competition. The award was presented to Cllr Martyn Phillips, on behalf of Rayne, at the start of the meeting by Calor's representative. A cheque for £500 was presented, along with a certificate. Cllr Martyn Phillips thanked everyone involved for their hard work.

##### Police Report

PCSO Johnson reported that there had been very few problems in the last month overall.

- Ø One arrest had been made for a drink driving incident.
- Ø PCSO Johnson will look into a reported incident at the Village Hall where a party was gate-crashed.
- Ø Incidents of flowers and vases being taken from Rayne churchyard were reported to PCSO Johnson.

##### Community Warden Report

Paul Richards also reported that it had been reasonably quiet this month.

- Ø Fly posting regarding a Yard Sale was removed.
- Ø Location in School Road was cleaned up of litter but continues to be a problem.
- Ø Young people congregating at Rayne Station are not causing any trouble but it could be perceived as a problem by residents. The situation will be monitored.

Cllr Martyn Phillips thanked Paul Richards for his hard work for the village.

##### Friends of the Flich Way Group

Peter Lane from the group informed Members that they are looking at footpaths that access the Flich Way, putting way markers in and ensuring that the paths are passable. Mr Lane also put forward the suggestion that if the group continues to grow, they could offer help to the Parish Council on projects around the village. Cllr Martyn Phillips expressed the Council's gratitude for all the hard work the group puts in.

##### District Councillor Report

- Ø Cllr Banthorpe reported his concerns about the cost of the School Bus to Notley High School – at £35 per month, per child. The Clerk agreed to write to ECC expressing these concerns.
- Ø Elms Estate – Cllr Banthorpe suggested that a residents' association was put together to discuss the way forward with the garage courts. This issue will be put on the October agenda.

- Ø Flitch Way – it was noticed that the gate was open at Fentons Lane, which would give access to vehicles. The Clerk agreed to contact the Ranger.
- Ø Flitch Way – it was noted that the gorse bushes at the bridge had not yet been cut back. Clerk to contact the Ranger.

**07/61 APOLOGIES FOR ABSENCE**

Apologies were received from Cllr Pat Roberts.

**07/62 CONSIDERATION OF THE MINUTES OF THE MEETING HELD ON MONDAY 6 AUGUST 2007**

It was Proposed Cllr Diane Shepherd, Seconded Cllr Ian MacNee and unanimously Resolved to accept the minutes as a true record, with the following amendment:

- Ø Item 07/58 - Amendment of third heading to read 'Groundsman Salary Scale'

**07/63 DECLARATION OF INTERESTS**

- Ø 66.1 – Cllr Michael Bamford and Cllr Dean West declared a Personal Interest in this item as members of the Village Hall Committee.
- Ø 64.1 – Cllr Roger Jiggins declared a Personal Interest in this item as the owner of the company.

In accordance with the Code of Conduct, all Councillors remained in the meeting, unless stated otherwise, and took part in the discussion for all the above items and the vote thereon.

**07/64 BDC MATTERS**

**64.1 Planning Applications**

07/01665/FUL Autumn Lodge, Queenborough Lane – Erection of replacement dwelling. It was Proposed Cllr Diane Shepherd, Seconded Cllr Dean West and unanimously Resolved to support this application.

07/01688/FUL 5 Leyfields – Erection of single storey rear extension. It was Proposed Cllr Diane Shepherd, Seconded Cllr Keith Rawlings and unanimously Resolved to support this application.

07/01694/FUL Whelley Cottage, School Road – Construction of timber framed stables, tack room, store, cart lodge and kennels. It was Proposed Cllr Adam Bulkeley, Amended Cllr Roger Jiggins, Amendments Proposed Cllr Diane Shepherd, Seconded Cllr Keith Rawlings and Resolved 9 For, 1 Abstention, to Support the application, provided the use is restricted to domestic use ancillary to the dwelling.

07/01714/FUL 23 The Maltings – Erection of single storey rear extension and first floor side extension. It was Proposed Cllr Diane Shepherd, Seconded Cllr Dean West and unanimously Resolved to support this application.

**For Info: Applications Determined by Planning Sub-Committee**

None.

**64.2 Planning Results**

The following application has been GRANTED:

07/01104/FUL 6 Warner Close – rear conservatory/sunroom.

The following application has been WITHDRAWN:

07/01003/ELD Honeycomb Storage – Certificate of Lawfulness, storage of motor vehicles.

**07/65 ROADS AND PUBLIC SAFETY**

**65.1 Street Lighting**

- Ø All lamps working
- Ø Lighting along Phillips Close/The Street footpath. A meeting is being held on Wednesday 5 September 2007 between Cllr Martyn Phillips, Cllr Ian MacNee and Mark Gilbert of EDF, to discuss the commencement of works.

#### **65.2 Policing Issues**

No further issues discussed.

#### **65.3 Site Meeting with Essex County Council Highways**

Cllr Roger Jiggins, Cllr Keith Rawlings, Cllr Ian MacNee and Cllr Diane Shepherd met with Matthew Reeve from ECC on 22 August 2007 to discuss pavement and road issues. It was a very positive meeting with work being carried out in approximately the next two years. It was also agreed to write back to Matthew to ask for yellow lines to be marked at the junction of Capel Road/Shalford Road as this is a potential hazard spot. Clerk to write to Matthew.

#### **65.4 Gore Triangle**

Cllr Martyn Phillips reported that the deeds, conveyance and all related paperwork for both the Gore Triangle and the Bus Shelter had been found. A meeting can now be convened with Essex County Council to progress the new pedestrian crossing. Clerk to arrange.

#### **65.5 Road Sweeper**

BDC had replied to say that the present arrangement can continue unless it needs to be recalled by them to replace plant that is not working.

### **07/66 RAYNE'S ENVIRONMENT**

#### **66.1 Village Hall Matters**

- Ø Skate Ramp Theft – Responses from Playdale and ROSPA are still being awaited.
- Ø CIP Door Intercom – This has been temporarily mended and Cllr Dean West is looking into a second hand replacement.

#### **66.2 Affordable Housing**

The survey went out in the Focus magazine at the beginning of this month and residents are being encouraged to complete it. Parish Councillors will be collecting them door-to-door in the week 10-14 September 2007.

#### **66.3 Rayne Hall Farm Barns**

It was agreed to write back to Pippa Colchester at ECC to reiterate concerns about the second Barn being dismantled. Clerk to write.

### **07/67 FINANCE**

67.1	£23.59	Just Lamps – Lighting Maintenance (Aug)
67.2	£363.44	Mrs Whiteside – Clerks Salary (Aug)
67.3	£19.39	Acumen – Wages Services (Aug)
67.4	£348.18	Mrs Potter – Clerks Salary (Aug)
67.5	£70.16	FA Jiggins & Son - Consumables
67.6	£334.88	Lubbock Fine Audit Fee 06/07
67.7	£35.58	Mrs Whiteside Postage/Expenses
67.8	£82.45	Mrs Dawson Clerk Holiday Cover
67.9	£185.00	Village Hall Hire
67.10	£159.80	Village Hall Insurance – Skate Ramp
67.11	£24.00	Clerk Expenses – Housing Needs Survey Photocopying

It was noted that item 67.4 had been amended due to Income Tax being deducted from the Clerk's salary. The actual amount paid was £271.62. The tax amount of £76.56 will be reclaimed and paid at a later date.

#### **67.12 Village of the Year Competition**

An award of £500 has been won in the Competition for the ICT Category and was presented at the beginning of this meeting.

It was agreed that the expenditure of the award would be discussed at a meeting of the Web Steering Group on 4 September 2007 and their proposals will be put to the next Parish Council meeting.

#### **67.13 Rural Communities Development Fund 07/08**

- Ø The grant application for £4,000 towards the new mini-tractor and equipment had been awarded subject to funds being secured for the remaining balance before 2 November 2007. The following was agreed:
  - o Look at the Council's financial position to find possible sources of funding for the balance and discuss this at the next meeting.
  - o Cllr Martyn Phillips to contact Angela Verghese at BDC to discuss the details of the grant offer.
  - o Cllr Roger Jiggins to look at quotes for the mini-tractor only.
  
- Ø There is a further £1,000 to be applied for under this fund (making a total of £5,000 maximum). It may be possible to apply for the trailer and pay the balance from Parish Council Funds. To be discussed at the next meeting.
  
- Ø The application for the display boards was declined as it did not fit 'the ethos of the fund'. Cllr Martyn Phillips will contact BDC to enquire further.

#### **67.14 Code of Conduct Publication of Statutory Notice**

Braintree District Council have advised that the above Notice needs to be advertised in the local press under the Local Government Act 2000. This can be very costly on an individual basis and it was Proposed Cllr Diane Shepherd, Seconded Cllr Michael Bamford and unanimously Resolved to publish a joint notice with other Councils in the District at a cost of £80.92. Clerk to arrange.

### **07/68 MEETINGS / SEMINARS / CONSULTATIONS**

#### **68.1 Circulation Folder**

Cllr Martyn Phillips informed members of interesting and relevant items.

#### **68.2 Health Issues**

No recent meetings attended but some to be attended this month.

#### **68.3 Standing Orders**

It was Proposed Cllr Diane Shepherd, Seconded Cllr Keith Rawlings and unanimously Resolved to amend the Standing Orders to confer delegated powers to the Personnel Committee to be able to appoint and manage employees of the Parish Council. This removes the need for ratification by the Full Council.

#### **68.4 Parish Forum**

The Braintree District Council Parish Forum will be held on 22 October 2007 with the theme of 'Planning Enforcement'. Councillors to advise the Clerk if they wish to attend.

#### **68.5 EALC Meetings and Training**

- Ø Councillors were advised of the dates and contents of the various training days noted in the agenda.
- Ø The date for the In-House Councillor Training will be discussed at the next meeting, as Cllr Pat Roberts was absent. Clerk to ask Cllr Pat Roberts for a list of dates to be circulated.

**07/69**

**DATE OF NEXT MEETING**

The next Parish Council meeting will be held on **Monday, 1 October 2007**. Items for the agenda to the Clerk by 20<sup>th</sup> September.

**Other Items Reported:**

A Planning Sub-Committee meeting will be held on Monday 10 September to discuss application number: 07/01227/FUL, Braeburn Hall, Barnards Orchard, The Street, insertion of four roof-light windows. A public notice will be displayed and the applicant informed of the meeting.

**07/70**

**CLOSURE**

The meeting closed at 9:40 p.m.

Signed: \_\_\_\_\_  
CHAIR OF THE COUNCIL

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