



## LATCHINGDON PARISH COUNCIL

**Minutes of the Meeting held on Monday 30<sup>th</sup> September 2013 at 7.30 pm  
in the Parish Room. The Village Hall, Burnham Road, Latchingdon, Essex**

**PRESENT:** Cllr Dave Moore  
Cllr Dale Symons (arr late due to work commitments)  
Cllr Graham Rogers  
Cllr Mrs Jacqueline Ruocco  
Cllr Mrs Gill Winsor  
Cllr Mrs Lynn Robinson  
Cllr Dave Banner

In attendance: Sarah Sayer  
Members of the public: 1

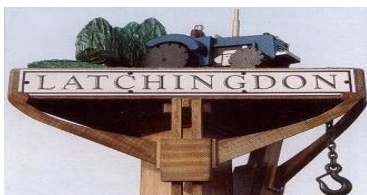
1. **NEW COUNCILLOR**
  - a) Cllr Lynn Robinson signed the acceptance of office and accepted the code of conduct and noted that the registers of interests for should be completed online for Maldon District Council within 28 days of taking up office.
2. **APOLOGIES**
  - a) None
3. **DECLARATIONS OF INTEREST**
  - a) No declarations were made at this point in the meeting.
4. **MINUTES OF THE LAST MEETING**
  - a) The minutes of the meeting held on 29<sup>th</sup> July 2013 were approved and were proposed by Cllr Rogers and seconded by Cllr Winsor and signed as a true and accurate record of the meeting by the Chair – Cllr Moore
5. **PUBLIC SESSION AND POLICE REPORT**
  - a) No police report was available and a discussion took place as to obtaining a police report, however the Clerk informed members that this information can be accessed on the police website. Clerk to contact Sam Pateman regarding chasing the Neighbourhood

Signed.....  
Cllr Dave Moore  
Chairman

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Dated: 28<sup>th</sup> October 2013

Parish Clerk – Mrs Sarah Sayer -Parish Office  
16 Buttercup Way, Southminster, Essex. CM0 7RZ  
Tel/Fax: 01621 773183 - Email: [Sarah.sayer1@btinternet.com](mailto:Sarah.sayer1@btinternet.com)  
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Resolution agreement made with a young man to pay for the damaged wall.

- b) A member of the public attended the meeting informing members that he was very interested in helping with the Neighbourhood plan should the parish council decide to go ahead.

### 6. CLERK'S REPORT

- a) Clerk informed members that she would update as the items came up.

### 7. DISTRICT COUNCILLOR'S REPORT

- a) No District Councillor was present to give a report.

### 8. HIGHWAYS AND TRANSPORT REPORT

- a) No street lights were reported out of action. Clerk had not had time to update the Highways spreadsheet, however reiterated to members that defects are reported as they come in or are noticed by residents and reported to her.
- b) Essex County Council is carrying out a consultation on the bus Services as they are under pressure to reduce the expense of the services. There is an online questionnaire as part of the consultation which if you do not have access at home can be accessed at the library or phone direct. Services D1,2,4 & 6 are included in the review. Members requested Clerk to put on the website and put a link direct to the consultation for ease of residents.
- c) Clerk informed members that there had been a few problems with the use of Rectory Lane by the wind farm traffic but as it was anticipated that the vehicle movements would be finished by Christmas and Highways had not come back in this regard. It was decided to continue to monitor the situation.
- d) Clerk reported that she had contacted Highways again relating to the blocked drains that Mr. Plumb had reported back in April 2013 and Mrs Robinson had reported in August and to date they have not been unblocked. Clerk to go back to Highways.
- e) No update available regarding request for speed survey down Green Lanes.
- f) No further incidents had occurred since the flooding and repair of the roads and the problems that Lawlinge Road residents experienced were noted and defects reported to Highways.
- g) Clerk to chase up pavement defect/broken drain outside garage caused by the Spar delivery lorry and this is a recurring problem.

Signed.....  
Cllr Dave Moore  
Chairman

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- h) Clerk to chase highways again regarding the replacement of the four posts outside the shop and No. 20 and 24 The Street.

### 9. PLANNING

- a) The Planning meeting is to follow the Parish Council meeting.  
 b) It was resolved that Latchingdon Parish Council would form a committee to produce a Neighbourhood Plan and Cllr Robinson was given and accepted the task of liaising with Sarah Sapsford of RCCE and to arrange the first meeting to get the project started.

### 10. PARISH PATHS

- a) Cllr Moore and Cllr Robinson to walk some footpaths together and to sort out the problem of access to the footpath at Scatterbrook Farm.

### 11. VILLAGE HALL AND KGV PLAYING FIELD AND VILLAGE POND

Any items relating to the Village hall and King George V Playing Field were discussed and dealt with during the previous committee meetings.

### 12. ALLOTMENTS

- a) Cllr Banner informed members that the asbestos removal team at Bradwell Power Station have offered to remove the old corrugated roof from the allotment car park.  
 b) Clerk informed members that one allotment is not being kept as it should and that a letter had been sent to the allotment holder but to date no response had been received.  
 c) Clerk informed members that she was in the process of contacting land agents to make an appointment to come and give an approximation of what the allotment car park would be worth if the Parish Council decided to sell it to realise some capital.

### 13. CORRESPONDENCE

- a) Noted

### 14. FINANCE/PAYMENT OF ACCOUNTS

- a) The monthly payments and receipts for August and September were agreed and the schedule signed.  
 b) It was decided to make a contribution to Essex Air Ambulance in the amount of £250.00 which was a reduction from previous years due to the Parish Council having to pay for repairs that have occurred due to vandalism.

Signed.....  
 Cllr Dave Moore  
 Chairman

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- c) It was resolved not to make a contribution to the Halloween Event in Southminster as none of Latchingdon's young people attend.
- d) It was noted that the external auditor had returned the annual return and all was in order and the notice of conclusion had been posted on the notice boards.

### 15. TO UPDATE MEMBERS ON MEETINGS ATTENDED NOT SHOWN AS A SEPARATE AGENDA ITEM OR MEETING TO BE ATTENDED.

- a) Planning workshop – Royal Burnham Yacht Club – 25/7/2013 attended Cllr Moore informed members that this was just a pre-cursor to the LDP.
- b) Update – 23/9 Flood management meeting attended by: Cllr Robinson and who said the Flood Management meeting was not very useful and when the question about clearing the gullies was raised to stop the flooding – the question was dismissed saying that the gullies and drains are flushed and sluiced at regular intervals. Cllr Robinson raised the question of how to stop the flooding in The Street and the issues encountered 2 years ago at the bottom of end of The Street. The representative asked for the information relating to this so that they could review as there is a government led initiative at the moment that may apply. It was also raised if the flooding problem at the back of the gardens in Ramsey Chase had been solved by Mr. Carr digging the trench to stop the gardens flooding from the field. Clerk to contact Shirley Hall at MDC and Cllr Symons to speak to Ed Carr.
- c) Draft LDP Workshop – Monday 23/9 – Cllr Moore attending this workshop and volunteered to produce a response on behalf of the Parish Council to the draft LDP, but would circulate for comments and changes before it was finalised and sent.
- d) Cllr Robinson and Cllr Winsor to attend the Crime Commissioners public meeting on 3<sup>rd</sup> October at 5.30 at Ormiston Rivers and report to next meeting.
- e) Cllr Robinson to attend the ILW tour on 14<sup>th</sup> October at Magnox and report to next meeting.

### 16. LONDON SOUTHEND AIRPORT

No comments were made in this regard.

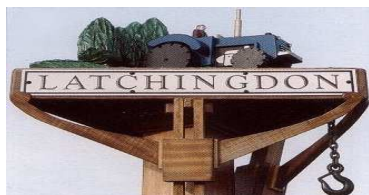
### 17. DONATION OF DEFIBRILLATOR BY EAST OF ENGLAND CO-OPERATIVE SOCIETY.

Signed.....  
Cllr Dave Moore  
Chairman

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- a) No news available – clerk to chase.

### 18. WEBSITE

- a) Members requested that the reason for the Essex Air Ambulance contribution has had to reduced due to the vandalism costs so far this year and wanted this displayed on the notice board and in the next edition of the parish magazine.
- b) Members reported that they had not received any feedback on the leaflet circulated to residents trying to raise awareness of what the Parish Council do and the issues that are dealt with.

### 19. WELCOME PACK

- a) No further forward – Clerk to chase for information from organisations that want be included.

### 20. NOTICE BOARDS

- a) No update available. Clerk to ascertain when this work will be finished.

### 21 COMPLAINTS PROCEDURE

- a) The complaints procedure was reviewed and agreed.

### 22.. EMERGENCY WORKSHOPS

- a) It was noted that Southminster PC are trying to put together the Emergency planning workshops in the near future and that the Clerk replied as per previous minutes to say that Latchingdon members would be interested in attending dependent on date and time.

23 **DATE OF NEXT MEETING** - 28<sup>th</sup> October 2013 at 7.30 p.m.

### ITEMS FOR NEXT AGENDA

Apologies: Cllr Lynn Robinson

Possible Apologies: Cllr Graham Rogers tbc

Drain outside garage.

Signed.....  
Cllr Dave Moore  
Chairman

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