

# TILLINGHAM PARISH COUNCIL

Minutes of a meeting of the Parish Council held in Tillingham Village Hall  
at 7.30pm on Tuesday 20 April 2010.

**PRESENT:** Cllrs: Harvey, Champion, Mee, Reeds, Hammond and Potten.  
Members of the public: None  
Press: None.

**CHAIRMAN:** Cllr Harvey

## **10/90 APOLOGIES FOR ABSENCE**

Cllr Bryant.

## **10/91 MINUTES OF THE LAST MEETING**

It was resolved to approve as a correct record the minutes of the meeting held on 16 March 2010, Proposed Cllr Reeds seconded Cllr Potten

## **10/92 DECLARATION OF INTERESTS.**

The Chairman reminded members to declare any 'personal' or 'personal and prejudicial' interests relating to items on the agenda.

## **10/93 PUBLIC FORUM**

There were no members of the public present.

## **10/94 PLANNING.**

### **Applications received from Maldon District Council**

Members were reminded that there is a trial period of a public speaking facility at the South Eastern Area Planning Committee Meetings of 2 minutes per individual. A set procedure must be followed.

Consultee responses:

### **HOUSE/MAL/10/00101 (Amended)**

Proposed side and rear single storey extension

9 Mill Road Tillingham Essex CM0 7SY

Mr L Moscrop

Tillingham Parish Council supported this application.

### **FUL/MAL/10/00174 (Amended)**

Shop refurbishment and single storey rear extension

Lime Tree Cottage 30 North Street Tillingham

T Silcock

The application is for commercial premises and therefore conditions should be applied that the premises are used for that purpose for a required period.

Tillingham Parish Council supported this application.

### **FUL/MAL/10/00131**

Convert and extend the Peculiar Peoples Chapel into 3 no two bedroom dwellings

Peculiar Peoples Chapel South Street Tillingham

Bushby Contracts Ltd

*Cllr Potten declared a personal interest as she knew the applicant*

*Cllr Champion declared a personal interest as he was a close neighbour to the property.*

Tillingham Parish Council supported this application.

### **FUL/MAL/10/00270**

Installation of canopy to play area

St Nicholas Primary School, South Street, Tillingham.

Tillingham Parish Council objected to this application for the following reasons:

Maldon District Replacement Local Plan Policy BE13, design and materials.

The front playground of the school is in the centre of the village and conservation area.

The structure had been built in front of and had concealed aspects of the brick Victorian building.

### **HOUSE/MAL/10/00125**

Detached garage

55 South Street Tillingham

Mr P Annison

*Cllr Harvey declared a personal and prejudicial interest as he lived opposite the applicant. He moved from the position of Chairman to the public forum.*

Chairman for this application was Cllr Champion.

Cllr Harvey stated that the property was in the conservation area and that the proposed materials were not those associated with conservation area requirements.

*Cllr Harvey vacated the hall.*

Tillingham Parish Council objected to this application for the following reasons:

Maldon District Replacement Local Plan Policy BE 13, design and materials.

The Parish Council are not against a garage being built, but the property is in a conservation area, and the details of the materials need to be more specific and in accordance with conservation area requirements.

Cllr Harvey rejoined the meeting as Chairman.

### **Decisions advised by Maldon District Council:**

#### **TCA/MAL/10/00160**

T1/T2 Oak. Deadwood, crown lift to 5 metres, remove crossing branches. T1 Oak reduce width as it has some over extended lateral branches.

West Field Recreation ground Vicarage Lane Tillingham

Allowed to proceed

### **Other Planning Matters:**

Members were advised that Maldon District Council Head of Planning Jennifer Candler and Conservation Officer Jackie Longman will attend the Parish Council meeting on **15 June 2010, which will commence at the earlier time of 7.00pm** to discuss planning and conservation issues. If members wish specific issues to be addressed please notify the clerk at the May meeting.

There were no planning matters to report to MDC.

### **10/95 AFFORDABLE HOUSING**

The meeting had been delayed. Members were unable to attend the meeting at Feering and then Moira was on holiday. Moira would notify the Parish Council when any new information became available.

### **10/96 COMMUNITY LED PLANNING**

Cllr Tracey Hammond reported that a £2000 grant had been received from the RCCE/ECC Making the Links towards the publication of the Parish Plan.

She advised that a list of specific questions required answers in due course. She had supplied the Bus User Group meeting with information concerning bus travel from the plan questionnaire.

It was resolved that Cllr Hammond could attend two training courses.

## 10/97 FINANCE.

### Payments

|        |                          |   |        |
|--------|--------------------------|---|--------|
| STO    | S Welham                 | Clerks Salary                               | 332.80 |
| STO    | D Eves                   | Toilet caretaker                            | 120.00 |
| STO    | A & J Lighting Solutions | Street Light Maintenance                    | 39.72  |
| STO    | K Lambert                | Litter picking                              | 87.96  |
| DDR    | E-On                     | Street Light electricity supply             | 75.72  |
| 101910 | Dean & Chapter           | Bowls Club Lease rent                       | 81.83  |
| 101911 | MDC                      | Clerks Forum subscription                   | 15.00  |
| 101912 | EALC                     | Affiliation fee                             | 255.12 |
| 101913 | R Harvey                 | Re Cummins & Jennings (cable ties for nets) | 5.88   |
| 101914 | S Welham                 | Re TDR Computers (Lexmark ink cartridges)   | 119.98 |
| 101915 | A J Wallis               | Allotment water tank ball cock repair       | 10.00  |
| 101916 | EPFA                     | Best Kept Playing Fields Competition        | 10.00  |

### Receipts

|  |               |         |
|--|---------------|---------|
| EDF Wayleave (Allotments Marsh Road)                 |               | 37.61   |
| RCCE (ECC Making the Links funding for Parish Plans) | (y/e 31.3.10) | 2000.00 |
| Allotment rent (K Steadman)                          | (y/e 31.3.10) | 5.00    |
| VAT Recovered  |               | 499.69  |

### Transfers

|   |         |
|---|---------|
| From Community Account to BSA Project a/c | 2000.00 |
|---|---------|

### Balances

|  |                |
|--|----------------|
| Community Account (CA)                             | 963.28         |
| Business Saver Account (BSA)                       | 3003.29        |
| Business Saver Account Asset Reserve               | 2750.92        |
| Business Saver Project Account (Parish Plan grant) | <u>2346.61</u> |
|  | <u>9064.10</u> |

|                                   |          |
|-----------------------------------|----------|
| National Savings New Hall Reserve | 27419.58 |
|-----------------------------------|----------|

It was resolved to approve the payments. Proposed Cllr Mee seconded Cllr Potten.

## 10/98 NOTICES, MEETINGS AND TRAINING COURSES TO ATTEND

**Maldon District Community Transport (MDCT).** Access to services in rural areas is now a high priority by ECC. MDCT will be promoting its service by 'shadowing' some mobile libraries. MDCT will have a fully sign written minibus and will stop at a safe place at or near to the mobile library's location. It will visit Tillingham 12 May 2010.

**EALC Council Finance Course** 18 May 2010. 9.30a.m.-3.30p.m. at Great Dunmow. No nomination

**ETP/ECC Risk Management Course** 26 May 2010 9.30am-3.30pm Foakes Hall Great Dunmow. Cllr Champion to attend

### **EALC –Maldon District Meeting for Parish and Town Councils Highways Panel**

Maldon District Council is seeking nominations for the Highway Panel shortly to be set up. Six places will be available for the Parish & Town Councils and nominations are sought.

Nomination: 1 nomination per parish or town council. Closing date:22 April 2010. Nominees should be available to attend the Highway Panel Meetings.

The successful nominees will be asked to report back to the Maldon District Meeting organised by the EALC every 6 months.

Nomination was Cllr Potten.

## 10/99 REPORTS FROM MEETINGS ATTENDED

**Dengie Hundred Group of Parish Councils Meeting** 17 March 2010. No report.

The venue of the DHGPC quiz was discussed. Members did not have any particular venue preferences.

**NAPS Meeting** 17 March 2010. Cllr Potten gave a report.

**Parish Clerks Forum** 24 March 2010. The clerk attended this meeting. Handouts

obtained from the meeting were available in the members' circulation box.

#### **10/100 THE CHILDREN'S PLAY AREA**

Essex Arb had carried out the tree maintenance on the two oak trees on 16 April 2010. It is understood that the cost will be £600 instead of the quoted £800.

The bench will be installed as soon as the ground conditions allow. The sign maintenance will be completed soon. Soil infilling will be attended to as soon as ground conditions allow. Alternative slide safety surfacing was being investigated.

The Rospa Inspection is due in May 2010.

#### **10/101 THE WEST FIELD**

The trees on the South side of the West Field were becoming a hazard to the grass cutters. The school trees overhanging the car park were also becoming a hazard to car park users. Essex Arb would trim the trees.

Bob Perry from Unpaid Community Services Workers had indicated that his team will be available to start work in May.

Cllr Harvey had tidied areas of the chestnut fencing.

Cllr Harvey and the youths had erected a new football net for the youth goal. Some of the youths had expressed their appreciation.

It was resolved to enter the EPFA Best Kept Playing Fields Competition.

It was resolved to request MSJ Garwood & Son to quote for making up the grass verges in Vicarage Lane.

Cllr Harvey requested Cllr Mee to inform the West Field User group that the sports clubs must obtain the approval of the Parish Council before using treatments on the sports pitches. Cllr Mee confirmed this would be discussed at the next West Field User group meeting on 11 May 2010.

#### **10/102 THE PUBLIC TOILET BLOCK**

It was resolved to contact Tony Wallis and seek ideas on lagging pipes/heating system.

#### **10/103 PARISH PUMP, VICARAGE LANE, TILLINGHAM**

T Lewis is in the process of repairing the pump surround.

#### **10/104 EMERGENCY PLANNING**

The yellow box file will now be kept in the village hall.

#### **10/105 FIRST REGISTRATION OF TITLE DEEDS**

The clerk has more work to attend to before the deeds can be sent off for first registration.

#### **10/106 THE SQUARE**

The signs had been installed. Mr J Comber, a resident of the Square had taken a lot of time and effort in producing a document with suggestions to prevent driving and parking on the green areas of the Square.

It was resolved to request T Lewis to install four wooden posts of 5"x5" pressure treated wood, each 2' in length, 1' below ground and 1' above ground with a reflective band near the top. These posts would be positioned along the diagonal from Marsh Road to the Church gate, but only to the centre crossing.

#### **10/107 BIRCH GARDEN GREEN**

A complaint had been received from Mr J O'Kelly that ball games were causing damage to resident's flower gardens. Cllr Harvey had already spoken to some parents who had promised to talk to the children playing ball games. This would be monitored.

It was resolved to obtain a quote for a replacement disclaimer sign at Birch Garden

Green.

### **10/108 HIGHWAYS**

Cllr Potten had met with ECC Ed Brown and Iain Jones on 29 March 2010.

A long list of maintenance issues had been raised.

ECC are proposing to carry out surface dressing on Marsh Road, Bridgeman's Lane and Dots & Melons Road. Each road will be repaired where necessary and then around June the surface dressing will be carried out.

Cllr Mee had established that rock salt was £3.75 a bag. Two bags would be purchased later in the year and stored in the tractor shed.

### **10/109 PUBLIC RIGHTS OF WAY**

There were no matters to report.

### **10/110 VICARAGE LANE STORM DRAIN**

There was no update available. It was understood that the Parish Council solicitor's fees were not being covered by Trilogy Homes. The Parish Council would establish the amount owed.

### **10/111 THE VILLAGE HALL**

There was no report available.

### **10/112 SHORELINE MANAGEMENT PLAN**

Cllr Mee reported that the consultation meetings were well attended.

### **10/113 BEST KEPT VILLAGE COMPETITION**

A notice had been placed in the Parish Paper to notify all residents that this village was entering the competition and requesting everyone to help to keep the village clean and tidy. An update on the village flower pots would be obtained.

### **10/114 NEW PARISH COUNCIL NOTICE BOARD**

The notice board was delivered on 16 April 2010 and T Lewis has agreed to install it as soon as possible.

The Community Notice board had been installed and is for public use. It is hoped that posters on telegraph poles will reduce and the village will become tidier.

The Fire Brigade would be requested to take down their posters.

### **10/115 ANNUAL PARISH MEETING**

It was resolved that the format of the meeting held on 24 March 2010 worked well, and that everyone enjoyed the refreshments and 'networking'. The Parish Council must try to encourage a greater attendance at next years meeting.

The unapproved minutes had been posted on the Parish Council website and four copies issued to Cllr Bryant for distribution in the village to the two Pubs, Hairdressers and Post Office. Mrs Burden, press reporter for the MBS had also received a copy.

All members had been issued with the minutes for safe keeping until next year!

The clerk had produced an annual report. It was resolved to proceed with printing at a cost of approximately £200 for distribution with the Parish Paper.

### **10/116 MEMORIAL TO DINAH McNICOL**

A request had been received from Mrs J Taylor that consideration be given to a memorial to the late Dinah McNicol. It was resolved that this matter was not within the remit of the Parish Council.

**10/117 ANY OTHER BUSINESS**

Cllr Hammond requested that her communications should be sent by e mail.  
Cllr Mee raised the matter of the sewer 'backing up' in the street.

**10/118 AGENDA ITEMS FOR THE MEETING ON 18 MAY 2010.**

Items for the agenda must be notified to the clerk by Monday 10 May 2010.

Requested agenda items

Cllr Bryant - cost of litter picking the West Field.

Cllr Champion – Quality Status.

**10/119 DATE OF NEXT MEETINGS.**

The next monthly meeting of the Parish Council will be held on 18 May 2010 at 7.30pm in Tillingham Village Hall.

Please note the following meeting on **15 June 2010 will commence at 7.00pm** due to the attendance of guest speakers from MDC Planning department.

**10/120 CLOSURE**

There being no further business the meeting closed at 9.42pm

Sheila Welham

Clerk to the Council