

# TILLINGHAM PARISH COUNCIL

Minutes of a meeting of the Parish Council held in Tillingham Village Hall at  
7.30pm on Tuesday 19 January 2010.

**PRESENT:** Cllrs Harvey, Bryant, Champion, Mee, Reeds and Potten.  
Members of the public: Jim Comber,  
Community Led Planning – Tracey Hammond.  
Press: None

**CHAIRMAN:** Cllr. Harvey

## 10/1 APOLOGIES FOR ABSENCE

None.

## 10/2 MINUTES OF THE LAST MEETING

It was resolved to approve as a correct record the minutes of the meeting held on 17 November 2009, Proposed Cllr Mee seconded Cllr Potten.

## 10/3 DECLARATION OF INTERESTS.

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

## 10/4 PUBLIC FORUM

Mr Jim Comber raised his concerns about the state of the Square. Cars are running over the edges of the grass areas, driving over them and parking inconsiderately. Cllr Harvey agreed to raise the matter with St Nicholas PCC representatives and the Fox and Hounds. Cllr Potten would raise parking issues at the NAPS meeting on 20 January. The clerk would investigate the cost of four small signs for each grassed area. This would be an agenda item next month.

## 10/5 PLANNING.

### Applications received from Maldon District Council.

To respond as a consultee:

#### **FUL/MAL/09/00978 PP- 00792833**

Erection of two detached bungalows for physically handicapped relatives and associated new vehicle access.

The Manse, 11 South Street, Tillingham, Essex

Mr & Mrs Corbey

A letter had been received from Mr & Mrs Way objecting to this application.

*Cllr Mee declared a personal interest as he used to work with Mr Wiggins*

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

- The proposed occupants' needs are not a material planning consideration.
- Contrary to Policy BE1
  - vi) Visual impact
  - vii) Effect on the safety and or amenity of neighbouring properties or the occupiers therein.
  - x) Traffic impact and access arrangements.

This property is situated in the heart of the village, virtually opposite the one remaining shop and post office, which serves Tillingham and neighbouring villages. There is a vast amount of through traffic and roadside parking outside of this property.

If Maldon District Council approves this application it should be subject to conditions:

- That in future the occupancy of the properties are restricted to special needs occupants.
- This application should be considered as the commencement of a property development/small housing estate and conditions imposed accordingly.

Additional information:

It was noted there is no lowered kerb at the present highway access

This is in a conservation area but there had not been a conservation area planning application received.

#### **FUL/MAL/ 09/01012**

Removal of existing profiled asbestos roof and provision of new membrane warm deck roof.

Fire Station, St Nicholas Road, Tillingham, Essex.

Essex County Fire Service.

*Cllr Potten declared a personal interest as she was a neighbour to the Fire Station.*

Tillingham Parish Council supported this application.

#### **FUL/MAL/09/00998**

Mixed agricultural storage and distribution

Reddings Farm, Reddings Lane, Tillingham.

AJ & JM Skeggs

*Cllr Harvey declared a personal interest, the applicant occasionally being an indirect employer.*

*Cllr Mee declared a personal interest as the applicant services vehicles on the Cllr's premises.*

Tillingham Parish Council supported this application but subject to the following conditions being imposed:

- There should be a proper bell mouth exit from the site onto the highway and which should be kerbed at each side.
- The applicant should install a wash system/spinner to clean vehicles before leaving the site.

This business has caused highway users to complain about the dangerous state of the highway, with mud and stones being left on the highway. It has been an ongoing matter and it must be resolved at this planning application stage to ensure the business is operating legally and that it takes responsibility to eliminate mess on the highway.

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

##### **LBC/MAL/09/007470**

To alter lead roof between grade two listed building and new extension

2 The Square Tillingham Essex

Mr L Short

Grant Listed Building Consent.

##### **FUL/MAL/09/00917**

Installation of canopy to play area

St Nicholas Church of England Primary School South Street Tillingham

Mrs Hilary Dieu De Bellefontaine

Refused.

##### **FUL/MAL/09/00830**

Convert and extend the Peculiar Peoples Chapel into 3 two bedroom dwellings.

Peculiar Peoples chapel, South Street, Tillingham

Bushby Contracts Ltd

Refused

## Other Planning Matters:

Matters to report to MDC were:

To advise Miss Burns that in her e mail dated 10.11.09 to Cllr R Dewick she refers to talking to a Parish Council representative concerning the village hall roof refurbishment when in fact it was the Chairman of the Village Hall Management Committee.

It was resolved to invite a planning officer to a parish council meeting to discuss the Conservation Area Article 4 (2) Direction.

### 10/6 AFFORDABLE HOUSING

To report that Helen Shackleton, Business Development Manager for Flagship Housing Group is contacting MDC Planning department concerning the identification of a suitable site for a local affordable housing scheme.

A request had been received from Mr L Short for support in respect of a future planning application for 3 small 'affordable' cottages at Little Savages. The clerk had advised Mr Short to contact Moira Groborz, Rural Housing Enabler at the RCCE to establish how affordable housing schemes work.

The Parish Council can only make a decision upon a formal planning application.

### 10/7 COMMUNITY LED PLANNING

Tracey reported that 139 replies had been received, being a 31% response rate.

Tracey was forming a data base from the opened ended comments, and she was obtaining quotes for analysis of the remaining answers.

### 10/8 FINANCE.

#### Payments

(December)

STO	S Welham	Clerks Salary	260.00
STO	D Eves	Toilet caretaker	120.00
STO	A & J Lighting Solutions	Street Light Maintenance	38.87
DDR	E-On	Street Light electricity supply (adjustment)	277.83
DDR	E-On	Street Light electricity supply	75.72
101886	T Hammond	Envelopes for Parish Plan	67.73
101887	Viking Direct	Toilet Block supplies	74.98
101888	SLCC	Subscription	82.00
DDR	Anglian Water	Toilet block sewage	92.03

(January)

STO	S Welham	Clerks Salary	260.00
STO	D Eves	Toilet caretaker	120.00
STO	A & J Lighting Solutions	Street Light Maintenance	39.72
DDR	E-On	Street Light electricity supply	75.72
101889	Postages	Postages	30.00
101890	S Welham	Re Printerland (new printer)	159.79
101891	Land Registry	First registration fee	50.00
101892	MSJ Garwood & Son	Grass cutting	1116.25

#### Receipts

VAT Recovered	4369.82
Allotment rents	175.00
CA Rook grazing rent	57.50

#### Transfer

From Business Saver Account to Community account (19.11.09)	500.00
From Business Saver Account to Community Account (15.01.10)	500.00
These two transfers were made pending the VAT recovered refund.	
From Community account to Business Saver Parish Plan Account (£500 grant remaining unspent to date)	346.48

#### Balances

Community Account	2328.89
Business Saver Account	5502.67
Business Saver Account Asset Reserve	2750.58
Business Saver Account Parish Plan	<u>346.48</u>
	<u>10928.62</u>

National Savings New Hall 27348.93

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

#### **10/9 PURCHASE OF COLOUR LASER PRINTER**

To report that a new printer had been purchased at a cost of £138.95.

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

**Neighbourhood Action Panel Meeting Wednesday 20 January 2010** at 19:00 at One Place, High Street. Southminster. Cllr Potten to attend.

**Dengie Hundred Group of Parish Councils Meeting 20 January 2010** at 7.30pm in Latchingdon Village Hall.

**EALC Councillor Training Day 1, 27 January 2010, 9.30am-3.30pm, Foakes Hall Great Dunmow.** Fee £54 per delegate. Cllr Champion to attend.

**EALC How to raise the Profile of your Parish Council, 4 February 2010, 9.30am-12.30pm, Foakes Hall Great Dunmow.** Fee £34 per delegate. Cllrs Harvey and Bryant to attend.

**MDC Code of Conduct briefing 4 February 2010 at 7.30pm.** Cllr Harvey to attend.

**ETP Roles & Responsibilities Course 11 February 2010, 9.30am-12.30pm, Foakes Hall Great Dunmow,** Fee £34 per delegate. No nomination

**EALC & ETP Audit & Risk Assessment Day, 12 February 2010, 10.00am to 4.00pm** at Foakes Hall, Great Dunmow. Fee £54 per delegate. No nomination

**EALC Councillor Training Day 2, 10 March 2010, 9.30am-3.30pm, Foakes Hall Great Dunmow.** Fee £54 per delegate. Cllr Champion to attend.

#### **10/11 REPORTS FROM MEETINGS ATTENDED**

**NAPS Meeting 19 November 2009.** Cllr Potten reported these meetings are now poorly attended.

**DHGPC Annual quiz for the 'John Mardon Trophy'.** Cllr Harvey reported that Tillingham came third. The DHGPC clerk had informed the Parish Council of the sad death of John Mardon.

**LCLC Meeting 9 December 2009.** Cllr Bryant had nothing to report.

#### **10/12 THE CHILDREN'S PLAY AREA**

It was resolved to remove the wooden bench and the concrete pad from an old roundabout and then install one of the new Wicksteed benches. Cllr Mee agreed to assist with this work.

#### **10/13 THE WEST FIELD**

It was resolved to request the Community Services Group to stain the seats and the shed.

The clerk reported the gang mowers were collected for servicing on 5 January 2010.

The next West Field User Group meeting is on 9 February 2010 in the Pavilion.

#### **10/14 MULTI TRACK**

To report the Wicksteed benches and picnic table had been delivered. T Lewis had been requested to install them when the weather improves. The picnic table and one bench are to be installed north west of the track.

Cllr Harvey suggested the recycle ramp should be installed in line with the corner ramp

and pyramid and at the south east corner of the track. He would draw a map and consult with the youngsters as and when he sees them.

### **10/15 MARSH ROAD ALLOTMENTS**

The clerk had carried out a risk assessment of the allotment area. Rent renewal letters had been sent to all plot holders incorporating a request that every plot holder disposes of rubbish correctly, stores tools safely and takes care with the use of chemicals. Rents had been paid and plots reallocated resulting in no waiting list at the present time.

It was resolved that the notice period on the grazing land should still be established, but that at the present time there was no need to reclaim the land.

### **10/16 PARISH PUMP, VICARAGE LANE, TILLINGHAM**

MDC Conservation Officer Jackie Longman advises that the pump is listed Grade II and the Parish Council is the owner of the listed building and as such has a duty of care and repair to the pump. If the memorial is to be taken down then it is her view that some form of protection for the pump in the form of enclosure should replace what presently exists. A letter would be sent to Jackie Longman correcting some facts and with the proposal that a surround of wrought iron railings is installed.

### **10/17 CASUAL VACANCY**

MDC confirm that no requests had been received for an election to take place to fill the current vacancy. The Parish Council must now co-opt someone to fill the vacancy as soon as practicable. Press releases had been sent to the Maldon Burnham Standard newspaper and the Parish Paper. The web site had also been updated.

Any applications received will be discussed at February's meeting and the public will be excluded from that agenda item.

### **10/18 EMERGENCY PLANNING**

MDC Emergency Planning Unit is actively promoting community resilience, part of which is Parish Emergency Team involvement in the initial set up of a local rest centre in response to an incident should it be necessary. The clerk had issued to members a copy of the Task Card for Parish/Community Emergency Team instructions for opening a Rest Centre. All original information is held in the Rest Centre box – a bright yellow box file. The Rest Centre is the Village Hall and the clerk will advise MDC of the current keyholders.

### **10/19 FIRST REGISTRATION OF TITLE DEEDS**

The Land Registry is urging Parish Councils to voluntarily register title deeds. The Clerk has attended three meetings each with presentations from the Land Registry who is encouraging Parish Councils to send all title deeds for registration for one fee of £50.

If each parcel of land is registered separately the fee would be a minimum of £300.

There may be queries arise, but Land Registry do have a first registration support team to advise on procedural matters.

It was resolved that the Parish Council proceed with first registration of the parcels of land for which they hold deeds.

### **10/20 STREET LIGHTING**

Mr Emerson requested that an additional light be installed in Casey Lane. It was resolved that the Parish Council does not wish to install street lighting on private property and it has no funding in the parish precept for additional street lighting.

### **10/21 HIGHWAYS**

It was resolved that Highways must be requested to survey the local roads as the numerous pot holes were beyond listing individually.

On the Dengie Straight adjacent to the telephone box, a road manhole cover has been moved and requires replacing.

MDC would be advised that the South Street sign at Wantz Corner has been knocked down.

Additional signage to the Village Hall and Recreation Ground – ECC advise the sign post would have to be situated in South Street at the junction with Vicarage Lane, and this would mean the sign would overhang the boundary wall of 6 South Street. Cllr Harvey would obtain permission from the resident. ECC would be requested to state 'West Field' instead of 'Recreation Ground' on the sign.

#### **10/22 PUBLIC RIGHTS OF WAY**

Cllr. Mee is concerned that there appears to be a lack of dog control legislation when walking dogs on public rights of way.

#### **10/23 VICARAGE LANE STORM DRAIN**

There had been no contact from the solicitors. The clerk was instructed to e mail ECC and Trilogy (Essex) Ltd solicitors.

The ditch from the Vicarage Lane allotments and beyond needs to be dug out deeply. All concerned parties would be requested to take the necessary action.

#### **10/24 THE VILLAGE HALL**

Cllr Bryant reported expenditure to date on refurbishing the village hall totalled £31500. The Bingo Club had paid for 6 new heaters and the Pre School had paid for the heater guards. The Village Hall Management Committee is continuing with finishing touches to the refurbishment and they are also pursuing recommendations made in the Energy Survey.

The Committee recognise that providing Pre School remain a user of the hall, they can provide the Community with a village hall available for hire and cover their overhead costs. The Committee still require the Parish Council to grant funds to pay the annual insurance premium of the hall.

The Parish Council experienced the new heaters, but these appeared to switch off during the evening. The radiant heaters would have been a useful back up.

#### **10/25 BRADWELL WIND FARM**

No report.

#### **10/26 ANY OTHER BUSINESS**

Cllr Bryant volunteered to deliver copies of the minutes to the pubs and hairdressers.

Cllr Harvey read out a letter concerning replacement trees at 18 The Square.

Cllr Harvey read out a letter from MDC concerning noise disturbance at the Cap & Feathers Pub.

#### **10/27 AGENDA ITEMS FOR THE MEETING ON 16 FEBRUARY 2010.**

Items for the agenda must be notified to the clerk by 8 February 2010.

The Square

#### **10/28 DATE OF NEXT MEETING.**

The next monthly meeting of the Parish Council will be held on 16 February 2010 at 7.30pm in Tillingham Village Hall.

#### **10/29 CLOSURE**

There being no further business the meeting closed at 10.15pm

**Sheila Welham**

**Clerk to the Council**