



## LATCHINGDON PARISH COUNCIL

**Minutes of the Meeting held on Monday 31<sup>st</sup> March 2014 at 7.30 pm in the Parish Room. The Village Hall, Burnham Road, Latchingdon, Essex**

**PRESENT:** Cllr Dale Symons (Vice-Chairman)  
Cllr Mrs Jacqueline Ruocco  
Cllr Ms Gill Winsor  
Cllr Graham Rogers  
Cllr Mrs Lynn Robinson  
District Cllr Bob Boyce

In attendance: Sarah Sayer  
Members of the public: 1

**1. APOLOGIES**

a) Cllr Dave Moore (Chairman) and Cllr Dave Banner

**2. DECLARATIONS OF INTEREST**

a) Cllr Winsor declared a non-pecuniary interest in Agenda item 4 as her property backs onto the land detailed therein.

**3. MINUTES OF THE LAST MEETING**

a) The minutes of the meeting held on 24<sup>th</sup> February 2014 were approved and the minutes were proposed by Cllr Winsor and seconded by Cllr Rogers and signed as a true and accurate record of the meeting by the Vice-Chair – Cllr Symons.

**4. PRESENTATION – FUTURE DEVELOPMENT RELATING TO LAND ON SHARPS FARM**

Mr Hugh Dennis and Mr. Jim Duffy presented members and those present a vision of the development of 87 mixed properties, together with shops and business units interspersed between planted woods and a road giving access to the development from Cold Norton Road. Discussions went on for an hour and problems with the sewerage system being able to take such a size development, surface water were raised some of which it was said could be dealt with by bio-diversity. The development would be built in 3 phases, the first phase anticipated to take about 3 years and be the building of the 87 dwellings. The next two phases would take approximately another 7 years – 10 years in total. The developer is Robert Mulholland who has recently completed a large urban scheme in Canning Town, London.

Signed.....  
Cllr Dave Moore  
Chairman

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Dated: Thursday 24<sup>th</sup> April 2014

Parish Clerk – Mrs Sarah Sayer -Parish Office  
16 Buttercup Way, Southminster, Essex. CM0 7RZ  
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Cllr Robinson stated that as much information and detail of the site was needed i.e. where roads are going etc to really get an idea and Mr. Duffy stated that it would be a shared vision.

Cllr Symons thanked Hugh and Jim for attending and presenting their vision of Latchingdon in the future and said he looked forward to receiving the presentation via email so that members can review in more detail at their leisure before forming a collective opinion.

### 5. PUBLIC SESSION AND POLICE REPORT

- a) No police report available.
- b) Cllr Robinson and Cllr Winsor need to confirm arrangements for those individuals responsible for the vandalism of the public telephone to deliver the parish magazine and once the Clerk has set a date for the bark to be delivered arrangements will be made for them to work with the working party to spread out the play bark into the enclosed play area and under the cable swing. When all arrangements have been finalised the Clerk will write to the parents to inform them of what has been decided and when they will be required to carry out the community tasks.
- c) Mr. Bill Lamb attended the meeting with Mr. Andy Day an ex-District Tree Officer who explained that a detailed tree survey had been carried out on the trees bordering Mr. Lambs property (the old football club and land) and that Mr. Lamb was prepared to carry out the works necessary to make the trees viable for his development and for the Parish Council to continue having the trees left where they are for the time being with no expense to the Parish. It was agreed that the Clerk send an email to Hilary Baldwin stating what was agreed.

The Parish Council meeting was suspended at this point (8.40 p.m.) to move onto the planning meeting as Mr. Simon Butler Finbow had arrived with his colleague to make their presentation follow up from last month's meeting.

### 6. NEIGHBOURHOOD PLAN

- a) Cllr Symons and Cllr Robinson have 3 other committee members besides themselves and are trying to convey to people that they don't have to be committee members to be able to help in the progression of the NHP for their community.

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Chairman

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- b) Cllr Symons informed members of his attendance at Mayland Parish Council and their request for Latchingdon Parish Council to move the development boundary, in order that a Cycle path could be constructed around the whole of Mayland Parish Boundary. However, it was pointed out that the development boundary was in fact the Parish Boundary and as the letter had already been sent to MDC this could not be changed, however it was further pointed out that the Parish Council had no objection to the idea of the cycle path but it was really up to the landowner who's land it was intended to use. Clerk to send Mayland PC a letter detailing this decision.

### 7. CLERK'S REPORT

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

### 8. DISTRICT COUNCILLOR'S REPORT

- a) District Councillor Boyce informed members that ECC had released funds to alleviate flooding pressure points throughout the County and 5 had been identified in and around Latchingdon. Butchers Corner and the flooding in Mundon being two of them.
- b) The LDP has been finished and will be presented to the Secretary of State sometime in April and hopefully adopted by the autumn of 2014.

### 9. HIGHWAYS AND TRANSPORT REPORT

- a) The light in Heritage Way is still not working – clerk to chase.
- b) No update on Transport but the meeting had been moved to June and Cllr Rogers informed members that he would be unable to attend and perhaps the Clerk could in his stead.
- c) Cllr Rogers informed members that ECC Flooding team have been advised as to the problems being experienced, especially on the west side of the village and they have replied saying that they can help with advice but it is unlikely that any financial assistance will be forthcoming to put a solution in place.

### 10. PLANNING

- a) The Planning meeting is to follow the Parish Council meeting.

### 11. PARISH PATHS

- a) No news to report, however the post it notes gathered at the drop in planning session highlighted that residents would like to see the footpaths in the parish advertised. It was decided to put some sort of

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map together. Cllr Robinson to work Cllr Winsor and a resident artist to be roped in to do the informal drawing. Clerk to ascertain from PROW to see if there is any funding available to help with this project.

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

All items under this heading were discussed during the course of the Committee meetings earlier on in the evening.

### 13. ALLOTMENTS

- a) The asbestos is still to be removed.
- b) The unattended allotment problem has been resolved.
- c) Clerk confirmed requesting the handyman to remove the other rubbish from the allotment area.

### 14. CORRESPONDENCE

- a) The following correspondence was noted
  - Essex Heritage News
  - The Clerk Magazine
  - Clerks and Council Direct Mag.
  - RCCE Update
  - Latchingdon Neighbourhood Plan response from MDC to letter (scanned and emailed 3/3/2014).

### 15. FINANCE/PAYMENT OF ACCOUNTS

- a) The monthly payments and receipts for March were agreed.
- b) Members noted that the bank signatories need to be sorted out and Cllr Symons and Cllr Moore took away the relevant documentation to be completed – Clerk to chase between meetings to ensure members complete the paperwork.
- c) It was noted that the internal auditor will visit on Wednesday 4<sup>th</sup> June 2014.
- d) Cllr Symons reviewed and signed the Corporate Governance Questionnaire requested by the internal auditor.

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

- a) Choral Evensong apologies sent.
- b) Code of conduct course was attended by Cllr Robinson and Cllr Moore and informed members that the majority of which was common sense.

Signed.....  
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Chairman

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- c) Cllr Moore sent members a summary of the Dengie Hundred Group of Parish Councils meeting on 19<sup>th</sup> March 2014.
  - d) Clerk to consult with Cllr Moore in relation to the invitation from Lord Petre to commemorate 90<sup>th</sup> Anniversary of the EPFA. All other members were unable to attend.
- 15. POST OFFICE**
- a) Cllr Robinson had still not been able to speak to the manager of the Post office prior to the meeting but would try to meet with them prior to the next meeting in April.
- 16. DONATION OF DEFIBRILLATOR BY EAST OF ENGLAND CO-OPERATIVE SOCIETY.**
- a) Members noted that the Co-op was trying to confirm the rumour that the Jacks Centre no longer wanted the defibrillator located outside the Jacks Centre due to vandalism they are experiencing. Clerk to chase.
- 17. WEBSITE & FACE BOOK PAGE**
- a) Clerk informed members that the website was regularly updated with news and events by Cllr Winsor and herself.
- 18. WELCOME PACK**
- a) No further progress. It was decided to scrap this project and take off the agenda.
- 19. DATE OF NEXT MEETING – Thursday 24<sup>th</sup> April 2014 at 7.30 p.m.**
- a) It was agreed to hold the annual parish meeting on Tuesday 29<sup>th</sup> April at 8 p.m. Clerk to post notice on Notice boards and website and put in the local paper. Refreshments will be served at the end of the evening.
  - b) Other dates members agreed to note for their diaries were Tuesday 13<sup>th</sup> May from 6 p.m. to 9 p.m. (DLC to be cancelled) and Saturday 17<sup>th</sup> May from 9.30 a.m. to 4.30 p.m. to exhibit the proposed development on the land adjacent to the old allotment site on the playing field and behind the Blue Boar Hotel and Restaurant.
- 20. ITEMS FOR NEXT AGENDA**
- No other agenda items were identified other than those during the course of the meeting.

Signed.....  
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