



Stow Maries Parish Council

Minutes: Council Meeting

The Smythe Hall

7:30pm, 19th March 2018

18/54 Members attending, apologies for absence and other attendees

Chairman: Councillor Pilgrim.

Members: Councillors Chappell, Gilmore and Nunney.

Apologies: Councillor Hollington, County Councillor Channer, District Councillors Archer and White.

Attendees: The Clerk and 3 members of the public.

18/55 Declaration of Interests

There were no declarations of interest.

18/56 To review and confirm minutes from Council meeting on 5th March 2018

Resolved: The minutes of the Council Meeting held 5th March 2018 were accepted and signed as a true record.

Action: The Clerk to file and update the Council's website.

18/57 Clerk's Report

The Clerk summarised his recent activity, highlighting issues of Chelmsford City Council using the Clerk's previous email address and the lack of response from the Chief Executive of Maldon District Council.

18/58 Questions and points of interest from press and public

A member asked about verges on the bridge in Church Lane.

18/59 Essex County Council

A monthly report dated 11th March 2018 submitted by Councillor Channer has been published on the Parish Council's website.

There was no representative present.

18/60 Maldon District Council

There was no representative present.

18/61 Highways and Public rights of way

A member of the public requested who was responsible for the verges on the bridge in Church Lane.

Resolved: Members allowed this question to be considered under this item and requested the Clerk to determine an answer.

Action: The Clerk to write to the appropriate authority and report back to the Council.

Members then considered the following items for traffic calming measures.

1. Weight limit request for Church Lane, Crows Lane and Honeypot Lane.

Noted: Members noted that the Clerk had brought to the attention of the Chairman comments made by the Highways Officer. The relevant paragraph is "*... there would not appear to be large volume of commercial vehicles over 7.5 tonnes using the three roads...*". The Council will decide on the next steps when the Chairman has considered the situation.

2. Speed limit issues in Woodham Road and The Street.

Resolved: Members considered how to proceed following the results of the traffic survey.

Action: The Clerk to write to Essex Highways requesting that under the speed management strategy and now having proof that the average speed of traffic has not slowed because of the introduction and bedding in of the 30mph speed limit, the Parish Council requests engineering measures. These measures should address the issue of excessive speed above the limit and dangerous driving on the wrong side of the traffic islands.

18/62 Planning

1. Chelmsford Pre-Submission Local Plan

Members discussed the lack of consultation and the extension granted by Chelmsford City Council for the Parish Council to respond.

Noted: Members noted that a holding reply had been sent to Chelmsford City Council and had been acknowledged within the original deadline.

Members recognised that Chelmsford City Council had granted the Parish Council a revised deadline following the lack of verified communication.

Resolved: Members considered that Chelmsford City Council had not complied with its legal obligation to consult and had the Parish Council been given the opportunity Members would have objected to the preferred options put forward.

Members considered that they were not able to formulate a reply and comment in an appropriate time. Members decided to accept that Mr Roy Martin should continue to work with the Clerk and write to Chelmsford City Council accordingly.

Action: The Clerk to write to Chelmsford City Council circulating Members beforehand.

2. Stow Maries Great War Aerodrome

Resolved: Members discussed and were shocked at the lack of response from the Chief Executive of Maldon District Council, particularly to the request for a meeting.

Action: The Clerk to determine the expected time to reply for a request to Maldon District Council.

The Clerk to write to the Chief Executive of Maldon District Council for an update to its previous correspondence to determine any outcome of its request for a meeting over lapses of conditions applied to planning applications.

3. Replacement water main: HRN/MAL/18/00222 PP-06751652

Noted: From minute 18/47. Item 2, Councillor Hollington requested that the Council's response should be no objection and requested the Clerk to submit the Council's response accordingly.

Ratified: Members ratified the decision and subsequent action.

18/63 Financial matters

Noted: Members mentioned the increase in Council Tax Charge apportioned to Stow Maries as it appears on the Demand Notice for 2018/2019. The precept had risen from £6,455 to £6,500; an increase of 0.7%, whereas the charge had risen by 1.7%. Members requested the Clerk to determine an explanation.

Action: The Clerk to write to Maldon District Council to determine the rationale behind the 1.7% increase.

1. Consider payments to be made.

Noted: The following invoices were presented for payment:

- The Clerk for monthly salary and expenses - £166.24
- HMRC for Clerk's monthly Income Tax - £35.60

Resolved: The above invoices were approved for payment and the cheques were signed and completed.

2. Consider planning for end of year payroll tax returns

Noted: Members recognised the amount of work that the Clerk was and is still undertaking and that over the next month or two this will increase due to preparation of End of Year reports.

18/64 Grass cutting and maintenance

Members considered the references and supporting documentation from D. W. MAINTENANCE.

Resolved: Members ratified their previous view that D. W. MAINTENANCE should be engaged as the firm to carry out grass cutting and maintenance in the Parish for the next three years.

It was resolved that the tender for the sum of £1425.00 for each of the seasons 2018 to 2020 inclusive be accepted and approved.

It was noted that the approved tender quotation is within the budget of the Parish Council

Action: The Clerk to write to D. W. MAINTENANCE communicating Council's decision and ensure that work commences according to the Specification and Terms.

18/65 Notice Boards

Members discussed progress to date.

Noted: The noticeboard next to the bus stop will be replaced by a new one and positioned on land under control of the management committee of The Smythe Hall. Councillor Pilgrim is working with Councillors Gilmore and Nunney and liaising with a member of the management committee to decide on final position and work required.

Both noticeboards are due for delivery next week to Councillor Nunney.

Final costs are still to be determined.

The initial amount of £2,695.71 from the Community Initiative Fund has been deposited into the Council's bank account.

18/66 Defibrillator for the Village

Members discussed progress to date.

Noted: Members accepted that Councillor Pilgrim had researched the appropriate products and services as previously agreed. Councillor Pilgrim had forwarded the quote information to the Clerk.

Action: The Clerk to place the appropriate order.

18/67 Internet Domain

Members discussed progress to date.

Resolved: Members decided the following:

- Retain the existing website - <http://www.essexinfo.net/stow-maries-parish-council/>
- Drop the use of the current Parish Council domain "stowmaris-pc.gov.uk", in its entirety including the email services.
- All Member's private email addresses will be published, except for Councillor Gilmore who will create an email address solely for Council business. Redirection of emails from their current domain will be removed.
- The Clerk will create a new email address and inform all appropriate authorities of the change.
- All changes to be in place by 1st April 2018 to allow for a sufficient overlap by the deadline of 7th May 2018

- Sufficient notice will be given to the hosting organisation

18/68 Annual Parish Meeting for Electors

Members discussed organising a refreshed Meeting for 2018. Members confirmed that Councillors Chappell and Nunney should organise it.

Action: Councillors Chappell and Nunney to bring to the next meeting their plans, including an appropriate date, for ratification.

Also, during this discussion Members recognised again that the amount of work required to run this Parish Council was out of proportion to its size and Precept.

Action: The Clerk to investigate the procedure for enlisting assistance and to research whether the Council could increase its Membership.

18/69 Correspondence

Relevant correspondence was distributed.

18/70 Items for next agenda: meeting 16th April 2018

The following items were requested for this meeting:

- Grass cutting and maintenance
- Chelmsford Local Plan
- Traffic calming measures
 - Weight Limit restrictions
 - 30 mph speed issue

Meeting closed at 9:49pm

Signed: _____



Date: _____

16/4/2018