

**MINUTES of the MEETING of FEERING PARISH COUNCIL held
on TUESDAY 20 OCTOBER 2015 @ 7.30pm in the PARISH
COUNCIL OFFICE, FEERING COMMUNITY CENTRE**

COUNCILLORS PRESENT

Mrs M Lakin (Chairman)	Mrs K Evans
Mr M Bonner	Mr J Inglis
Ms L Blackburn	Mr P Lees
Mrs M Eddolls	
Mrs H Edwards	
Martique Freathy Parish Clerk	

ALSO ATTENDING:

Essex County Councillor Lady Newton, District Councillor Mitchell

Members of the public: None

- 120/2015 WELCOME AND APOLOGIES**
The Chairman welcomed everyone to the meeting. Apologies were received from **District Cllr Elliott**.
- 121/2015 DECLARATION OF INTERESTS**
Cllrs Lakin, Blackburn, Bonner, Evans and Lees declared a non pecuniary interest in item 134/2015 as members of the Neighbourhood Plan Committee.
Cllr Lees declared a non pecuniary interest in item 135/2015 as a Governor at Feering School.
Cllrs Blackburn and Lakin declared a non pecuniary interest in item 134/2015 as members of the FCA Management Committee.
- 122/2015 AGREEMENT OF MINUTES OF PREVIOUS MEETING HELD ON 15th SEPTEMBER 2015** (attached).
The Minutes were **AGREED**, proposed **Cllr Lees** and seconded **Cllr Blackburn**.
Councillors noted the Clerk's report and **agreed** that in future it should be attached within the minutes, proposed **Cllr Evans** and seconded **Cllr Bonner**. **ACTION: Clerk**.
- 123/2015 PUBLIC QUESTION TIME**
None.
- 124/2015 DISTRICT COUNCILLOR'S REPORT**
District Cllr Mitchell reported that at BDC's Council meeting last night there were discussions regarding finance and the need to be robust and innovative. Even though Government is devolving council rates, it doesn't mean that the money will necessarily go to BDC. It is likely that funding from Central Government will reduce.

Essex County Cllr Lady Newton apologised for not attending FPC's meetings recently due to attending planning meetings. ECC is preparing for its budgets and next year will be at least as tough as the last five years.

Cllr Lady Newton reported that the planning application to ECC to vary the original consent for the incinerator is working its way through the system and may be on the

November agenda, though not confirmed yet. As a consultee, BDC has said it has severe reservations regarding the application. The original profile on which consent was granted has changed dramatically and although trying to amend with Section 73 to allow for variation, BDC says the profile of waste has changed and the content of waste should be challenged with the new application.

Braintree's Local Highways Panel meets successfully and is the most successful panel in the County. Feering's request for low bridge warning signs has been approved and will be implemented as soon as possible.

Highways Agency is working with ECC in terms of the A12 improvements, but won't know what they will look like until 2017.

There is a speculative application from Crown Estates in London Road, which has not been received yet by BDC, but once received will be considered in terms of what the National Policy Planning Framework stipulates. FPC will be able to comment in the normal process. The scoping document has taken place and says that there is no need for an Environment Assessment to be conducted. A key part in determining the Environmental Impact Assessment is whether the application is of more than local importance. BDC is continuing under its duty to cooperate, to talk to neighbouring councils who may be interested in new freestanding developments. Braintree has a number of options it will be exploring. Its requirement for 845 houses per year doesn't include the 5% additional threshold or backlog not delivered in 2013. Therefore the initial tranche is likely to be 1400 new homes.

Regarding the ticket office at Kelvedon Station, **Cllr Lady Newton** wrote to Abellio and provided a copy.

125/2015

G G ADAMS GARDEN MAINTENANCE SERVICES AND PROW ISSUES

Cllr Lees' recent attendance of a Play Inspection course raised an issue regarding the suitability of the small gate on the Playing Field adjacent to the railway line because of potential finger entrapments and it should close between 5-8 seconds. Possibly a stop on the post is required and the hinge end to be assessed. **ACTION: GG Adams to provide quote to adjust.**

126/2015

COMMUNITY MATTERS

Ticket Office at Kelvedon Station

Councillors noted responses from Priti Patel and Abellio Great Anglia.

Proposal from Essex Police

Councillors received the proposal from Essex Police, in particular regarding closure/sale of Feering and Witham Police Stations. Although Councillors understood it is not viable to keep the stations open, they confirmed a need for a visible presence. Councillors asked if the sharing of premises could be shared with other resources, i.e. fire service.

ACTION: Clerk to write to Essex Police.

Dog Fouling on Public Footpaths

Reports of dog fouling on public footpaths were noted and Councillors suggested a paragraph be put in the parish magazine. Additionally, the dog warden to be alerted and asked to patrol the area. **ACTION: Clerk.**

127/2015

TRAFFIC & HIGHWAYS

Schemes Approved by Local Highways Panel

The schemes approved by BDC Local Highways Panel were noted:-

- a. installation of two additional, height restriction warning signs North and South bound, Coggeshall Road, Feering (Cost £12,000) and to note drawings for LHP scheme (LBRA142061) Colchester Road, Coggeshall and London Road, Feering to make HGVs aware of the height restriction at the bridge along Coggeshall Road.
- b. Install 30mph Roundel at top of Dragons Teeth by the 30mph speed limit terminal sign along London Road and Inworth Road.

Results of a Feasibility Study at Londn Road/Inworth Road Junction

Councillors noted that Highways Panel has confirmed results of a Feasibility Study at London/Inworth Road junction have highlighted a problem with vehicles entering/exiting Inworth Road and a report of improvement/cost options (as scheme may need modelling with costs possibly increasing) would be provided.

Results of Traffic Survey

The survey results of traffic survey for London Road Kelvedon were noted and that the average daily speed is in excess of 30mph. Councillors requested that the Clerk contact the police and ask for more regular speed checks.

Community Speedwatch

Councillors noted that only one volunteer offered to join Community Speedwatch and asked the Clerk to revert to the volunteer and ask if they know anyone who may be interested in joining a speedwatch group and to inform that the Council will ask Essex Police to patrol the area. **ACTION: Clerk.**

128/2015

FLOOD RISK MANAGEMENT

In the absence of **Cllr Wilson**, the Chairman requested the **Clerk** to liaise with **Cllr Wilson** to discuss if item to be put on next agenda. **Cllr Lees** commented that it is not possible to comment on the consultation unless you have technical knowledge/expertise. **ACTION: Clerk.**

District Cllr Mitchell left the meeting.

129/2015

CAR PARK

Councillors noted various incidents of double parking, speeding in and out of the car park and incorrect use of disabled bays. The Council **agreed** that the **Clerk** should send a letter to the school requesting it writes to its parents to say that if they are not mindful when parking, the Council will have no option but to close the car park. Additionally the Council notes that is dangerous for children leaving the school and would ask the school to police traffic in the car park when necessary as it has a duty of care. **ACTION: Clerk**

130/2015

BENCH FROM TAYLORS FIELD

It was noted that the bench from Taylor's Field will not fit in container on Playing Field. Councillors **AGREED** to accept GG Adam's offer of £100 to purchase damaged bench, proposed **Cllr Lees** and seconded **Cllr Blackburn**. **ACTION: Clerk to liaise with Handyman and invoice.**

Councillors noted GG Adams will move bench hidden in nettles by pond within terms of Handyman contract.

131/2015 **COMPUTER/WEBSITE**

The **Clerk** reported that the offer of Cloud backup agreed by the Council last month was not available, though Kelvedon IT could provide Cloud back up for £5 per month, but that it would not be accessible remotely. Councillors suggested that the **Clerk** ask the Broadband provider if they are able to provide cloud back up that is accessible remotely. **ACTION: Clerk.**

The Council **APPROVED** a one off website payment to the **Clerk** for setting up of website, payable at next meeting, proposed **Cllr Inglis** and seconded **Cllr Lees**.

132/2015 **BDC's Draft Tree Strategy Consultation**

It was **agreed** that the **Clerk** would collate the responses to the consultation, but noted there is nothing in it that relates specifically to Feering. **ACTION: Clerk**

133/2015 **PLANNING MATTERS (see Appendix 1)**

The minutes from Planning Meeting of 01 09 15 and draft minutes for 11 09 15 were noted with nothing further to report.

Application 15/00012/SCR

Councillors **agreed** not to respond to BDC's reply to FPC's request for an Environmental Impact Assessment for residential development comprising 180 dwellings at Gore Pit, Inworth Road, which confirmed that an Environmental Impact Statement (EIA) will not be needed to be submitted to support its application for the development, until an application has been submitted.

134/2015 **REPORTS**

FCA Management Meeting 01 10 15

Cllr Lakin reported the FCA was going to apply for a grant for improvements to the Acorn Room, but will now be applying for a grant for a bouncy castle and ball pit.

Neighbourhood Plan Committee Meeting 19 10 15

Cllr Lees reported a greater attendance at the meeting which concentrated on the Character Workshop, the attendance of which was a little disappointing, but proved to be informative and a good workshop put together by Jan Stobart. A few people are working on the outcome of the workshop which will be reported on at the next meeting. **Cllr Lees** aims to have the housing need survey underway before the next meeting. The committee has the same amount of monies as before, but Jan Stobart has provided details of where to apply for funding. A character survey is needed in order to continue with the plan, but there is a reluctance of people particularly in leadership roles.

IWMF Site Liaison Group 29 September 2015

Cllr Evans reported that IWMF is not there to deal with granting planning permissions, but more with operational matters. She reported that Frank Sanders from the Environmental Agency provided a report regarding environmental permits for the incinerator plant, which will be going out to consultation once the environment application has been validated, after which there will be a period of 28 days for the

consultation. There is currently a 6 week wait for environmental applications to be validated. There is no planning notice but there will be a community briefing notice.

VTAG Meeting 15 10 15

Cllr Bonner reported that VTAG has had a number of meetings with support from Priti Patel, who has helped provide them with a voice to Highways England regarding the junction from the A12. The group has met with ECC Highways Officer, Chris Stephenson, who indicated ECC are aware of the desire to push forward with the scheme. Highways England should not move forward too quickly with their design without accommodating the junction. England Highways are due to talk to VTAG regarding a junction to be included in the A12 widening design and VTAG hopes to be included in the A12 stakeholders. Funding is in place for A12 widening – ‘an expressway’ is how it was described, which **Cllr Lady Newton** confirmed is effectively of a motorway standard. The A12/A120 junction will be quite elaborate, a creation of the number of design options which will have some bearing on where it will join the A12 as the two do need to be synchronised.

135/2015

PLAYING FIELD/COMMUNITY CENTRE

Multiplay Equipment

It was noted that the Multiplay Equipment on the mound has been removed from Playing Field.

Councillors liked the preferred option 1 for replacement Multiplay Equipment as voted by the public following consultation, but would liked to see a detailed specification, scaled CAD drawings showing the equipment integrated with the rest of the play park in situ to be satisfied it suits the Council’s needs. Additionally Councillors requested that a sample of bonded mulch be provided together with details of other installations they have completed in the area. **ACTION: Clerk to liaise with play equipment company.**

Fencing

Councillors noted that it had been unsuccessful in obtaining funding for Fencing adjacent to Playing Field and agreed that remedial action may be required, to be considered at Precept. **ACTION: Cllr Inglis** to look at equivalent modern alternative quote.

Blue Barrier

The Council **AGREED** to the Playing Field Management Committee’s recommendation to leave blue barrier on Playing Field, proposed **Cllr Lees** and seconded **Cllr Inglis**.

School Contribution to Maintenance of Playing Field

The Council **AGREED** to a 1% inflationary increased to be divided quarterly, proposed **Cllr Bonner** and seconded **Cllr Inglis**. **ACTION: Clerk to inform school.**

Byelaw

Councillors decided to postpone approving the wording of the Playing Field Byelaw as prepared by Playing Field Management Committee as further small changes were still to be made. **ACTION: Clerk to put on next agenda.**

Essex Playing Field Awards

Councillors were delighted that the Council received the following awards:-

- Silver Award in Class 2 for its Playing Field for a population of less than 2,500
- Certificate of Merit in Class 3 for its Children's Playground
- Certificate of Merit in Class 6 for its Best Kept Football Pitch

It was **agreed** that a letter be sent to Simon Gibbs expressing the Council's thanks for his efforts. **ACTION: Clerk.**

136/2015 EMERGENCY PLAN

The Emergency Plan was reviewed with the following changes to be made:-

- Page 3 – include Mrs and change telephone number for Clerk and change Ms Blackburn to Mrs
- Page 5 – update name of owners of The Bell
- Page 6 – include Chairman as keyholder
- Page 7 – update name of owners of The Bell
- Page 7 – Include G. Squirrell with builders
- Page 8 – Update details of funeral directors
- Pages 8/9 – Update telephone numbers for Electricity and Gas in emergency.

Subject to the changes, Councillors **APPROVED** the Emergency Plan, proposed **Cllr Eddolls** and seconded **Cllr Lees**. **ACTION: Clerk to revise and submit to BDC.**

137/2015 PRECEPT

Councillors **agreed** to set the date for the Precept Meeting for **Monday 30th November**. It was noted that **Cllr Blackburn** will be unable to attend.

138/2015 FINANCIAL MATTERS AND PAYMENT OF ACCOUNTS

Invoices For Payment October 2015

4043 - Playsafety - Credit note for invoice 017159	£181.20
4104 - Kempco - Stationery	£38.88
4105 - BDC - Hire of Refuse Vehicle 12 09 15	£195.60
4106 - Ricoh UK Ltd - Use of Photocopier 01 06 15-31 08 15	£246.22
4107 - NALC - Registration Fee for Local Council Award Scheme	£60.00
4108 - Look Magazine - Delivery of Parish Magazine and Annual Report	£126.00
4109 - M K Fabrications - Removal of Multiplay Equipment & Concrete and Returf	£2,224.80
4110 - EALC - Risk Assessment.Chairman Training/EALC AGM	£210.00
4111 - M. Freathy - Two wind up torches	£28.10
4112 - PKF - Audit	£360.00
4113 - Feering Community Association - Annual PATS Testing	£25.20
4114 - Two Villages Voluntary Association - Grant	£150.00
4115 - Feering & Kelvedon Local History Museum	£100.00
4116 - 123-Reg (M. Freathy) Domain Renewal	£11.98
4117 - M. Freathy - Clerk's Salary (October)	£1,049.82
4118 - Graham Adams - Handyman - (October)	£730.00
4119 - Graham Adams - Verges (October)	£183.00
4120 - Halo Signs (UK) Ltd - Signs for Skatepark	£174.00
4121 - Kelvedon & Feering Scout Group - Refund Grant for new Gazeboes	£40.00
Sub Total (October)	£5,772.40

Petty Cash Transactions 09/07/15-09/09/15

	£0.00
Sub Total (October)	£0.00

DIRECT DEBITS OCTOBER

4122 - Orange - Broadband - October 15	£18.37
4123 - E-ON Energy - October 15	£80.77
4124 - S H Gibbs - re cutting Playing Field - October 15	£100.00
4125 - D. Lovelock - Website Hosting October 2015	£15.00
Sub Total (OCT)	£214.14
TOTAL (OCT)	£5,986.54

*Note: Playground Safety returned cheque for item 4043 cheque no: 104603 for £181.00
Transfer £6,000 from No 1 Account to Community Account re monthly cheques
Transfer £19,330 BDC 2nd Precept Instalment from Community Account to No 1
Account.*

*Transfer £126 from Earmarked Reserves to Community Account re Community
Publication Delivery*

*Transfer £1,854 from Earmarked Reserves to Community Account re Removal of
Playpark*

** Petty Cash Transactions shown are taken separately out of the Petty Cash Account*

The Schedule of October payments was **APPROVED**, proposed **Cllr Eddolls**, seconded **Cllr Inglis**.

2014-15 Audit

Councillors noted the Auditor's comments regarding 2014/15 accounts.

Contract for Handyman Services

The continuation of the contract for 2016/17 was **APPROVED** at same cost of £8,800, proposed **Cllr Bonner** and seconded **Cllr Blackburn**. **ACTION: Clerk to inform GG Adams.**

Grasscutting Contract

Councillors **APPROVED** the continuation of Grasscutting contract on same basis at same cost of £2,200 proposed **Cllr Bonner** and seconded **Cllr Blackburn**. **ACTION: Clerk to inform GG Adams.**

Delivery of Annual Report/Community Publication

It was noted that the number of Parish Magazines to be printed has increased to 885 and the additional cost of £33.60 was **APPROVED**, proposed **Cllr Lees** and seconded **Cllr Blackburn**.

Grant for FCA.

Councillors noted receipt of grant application from FCA for £500 to upgrade Acorn room with new flooring and kitchenette next spring and **agreed** to consider at the time of the budget as insufficient funds currently available. **ACTION: Clerk to inform FCA.**

The meeting closed at 21:50

DATE OF NEXT COUNCIL MEETING

Tuesday 17 November 2015 @ 7.30pm

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Minutes confirmed as a true record of the meeting.

Signed -----

Dated -----

To:- Members of the Council

From:- Martique Freathy

November 2015

Clerks Progress report on actions arising since the last meeting not covered under other Agenda items

Multiplay Equipment

A further funding application was completed and submitted for the Mi Community Fund.

The Clerk requested scaled drawings showing equipment in situ from the designers of Option 1 and asked for a detailed specification, a sample of bonded mulch and also details of other installations in the area – all has been received.

Emergency Plan

Revisions were completed and the updated report submitted to BDC and Councillors. Hi- viz jackets have now been purchased and are stored in the office on windowsill by Clerk's desk with windup torches.

Community Speedwatch Group

The Clerk wrote to resident who submitted initial complaint asking if they knew anyone who may wish to join the group. An email was also sent to ex-PCSO for Feering regarding who should be contacted regarding more regular speed checks in the village. The new contact for this type of issue is Trevor Stubbington and the Clerk emailed him to request speed checks in the village. He has reverted to say he will respond soon.

Car Park

A letter was sent to the school regarding inconsiderate use of the car park.

Street Light

Broken street light was reported opposite Braeburn, Sherwood Way to ECC.

Gate on Playing Field

The Clerk requested that G. Adams provide quote for necessary revisions to be made to the gate.

Essex Police

The Clerk has written to Essex police regarding closure of Feering/Witham police stations and possibility of sharing premises and informed them of Council's request for need for visible presence in the village.

Dog Fouling

The dog warden was informed of dog fouling on Footpath 17 and asked to patrol the area and a paragraph included in the Parish Newsletter. The dog warden confirmed that our complaint has been registered and visited the site after returning from his annual leave on 3 11 15 with no sight of dog walkers and only one small area of mess. He felt

that given the area it is unlikely any action would be enforceable and asked that if further evidence of fouling to report back to him.

Flood Risk Management

The Clerk contacted Cllr Wilson via email on 22 10 15 regarding whether this item is to be put onto November agenda.

Bench from Taylors Field

The Clerk has raised an invoice for £100 to G Adams for the bench.

BDC's Draft Tree Strategy Consultation

The Clerk emailed Cllr Evans and Cllr Inglis and the Tree Warden on 28 10 15 reminding them of the deadline to provide response to the consultation before 31 10 15.

School Contribution to Playing Field

The Clerk wrote to the School informing them of the 1% inflationary increase.

Essex Playing Fields Awards

The Clerk wrote to Simon Gibbs thanking him for his efforts and contribution to the awards received.

Contract for Handyman Services

The Clerk wrote to the Handyman advising of continuation of contract for 2016/17 and updated contract, which has been signed by the Clerk and awaits signature of Handyman.

Grasscutting Contract

The Clerk wrote to the Handyman advising of continuation of contract for 2016/17 and updated contract, which has been signed by the Clerk and awaits signature of Handyman.

Delivery of Annual Report/Community Publication

The Clerk printed/folded 885 copies of the Annual Report and arranged for printing of the Parish Magazine. The Look Magazine delivered 720 copies, Jean Yems took 60 copies and Cllr Lakin kindly delivered the remaining 105 copies.

Grant for FCA

The Clerk informed FCA that the grant received would be considered at the time of Precept.

Winter Salt Scheme

Letters have been sent to the Snow Angels asking if they willing to continue to be 'Snow Angels.' The pack included the Winter Plan and Risk Assessment forms and techniques for Manual Handling.

Draft Tree Consultation

The Clerk responded noting that nothing specific from any LCA in the consultation that related to Feering.

Smiley SID

The Handyman and Paul Lees kindly moved SID from Feering Hill to London Road at beginning of November.

Playing Field Byelaw

The model byelaw 2 is still being amended by members of the Playing Field Management Committee and will be sent to the department for communities to check our amendments are acceptable before being put to Council for approval. It is hoped that Councillors will have a copy by the next meeting.

Precept

The Clerk is currently working on the Precept in advance of the Precept meeting on 30 11 15.

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