MINUTES OF A MEETING OF THE PARISH COUNCIL HELD ON MONDAY 9 MARCH 2020 AT 8.00 PM AT THE VILLAGE HALL

Chairman: Cllr F A Delderfield
Councillors: Mrs C Adams, A J Gable, J C Gregan, Mrs A V Heaviside, B S Marshall and Maldon District Councillor R H Siddall.

Apologies for absence were received from Cllrs. C L Atkinson, R L Bass and J V Keyes.

025.20 MINUTES OF THE PREVIOUS MEETING
The minutes of a meeting of the Council held on 10 February 2020 were confirmed and signed.

026.20 DISCLOSURES OF INTEREST
The Chairman reminded Members that, in common with other local authorities, this item is placed high on the agenda to give Members the earliest opportunity to declare known interests in items set out for later discussion; notwithstanding that they should also declare interests as soon as they become aware should the need arise throughout the meeting. There were no declarations.

Members were also reminded to review and update their interests recorded in the Register of Interests and which they are required to declare under the Localism Act 2011 and the Council's Code of Conduct.

027.20 ADJOURNMENT FOR THE PUBLIC TO SPEAK
No members of the public were present but one arrived later.

028.20 CHAIRMAN'S ANNOUNCEMENTS, REPORTS OF OTHER BODIES AND GENERAL CORRESPONDENCE.
Rural Community Council of Essex: Notice of the 2020 Essex Village of the Year Competition was received. It was noted and decided not to enter. The RCCE also announced a consultation on the refresh of the Essex Rural Strategy.
Parish Clerks Forum: The Clerk advised that he is to attend the Maldon District Parish Clerk's Forum on Wednesday 11 March and one of the agenda items is an update on emergency planning in response to HM Government reporting cases of Coronavirus to the United Kingdom.
Home Start: A letter from Home Start Essex explained theirs services in supporting children and families in rural areas.
EALC: The Essex Association of Local Councils sent a Health and Wellbeing Bulletin for March, which the Clerk circulated to Members.
Health Authorities Re-organisation: Cllr A J Gable reported on the mergers and re-organisation going on. Each area will specialise in certain services but all will have A & E Departments

029.20 MATTERS ARISING FROM THE MINUTES
VE Day Commemorations: The Clerk had contacted the Pageant Master, Bruno Peek, to clarify whether lighting beacons will form part of the official national commemorations, and he had replied that they are not. Nevertheless the Council agreed to continue planning to light the Beacon on 8 May to commemorate the 75th anniversary of VE Day. Beacon Hill Councils will be invited to take part.

Local Council Quality Award Scheme: The Clerk advised that he will start to identify the elements in place and those needing to be in place to become accredited for Foundation Level over the next few months.
St Peter's Church Flower Festival: Cllr Mrs A V Heaviside confirmed that Mrs Wybrow will undertake the display for the Parish Council.
Neighbourhood Plan: It was noted that details of the draft Neighbourhood Plan are limited to those on the Steering Group (including some Members of the parish Council) at present.

030.20 PLANNING POLICY AND STRATEGY:
Neighbourhood Plan Steering Group: The report of the meeting on 3 March 2020 was received and noted. A copy is appended to these minutes. A briefing paper for the Council was also received and is appended to these minutes.
Housing Needs Survey: The Council had commissioned the RCCE to carry out a housing needs survey for use as evidence to inform the Neighbourhood Plan and this has now been received.
Neighbourhood Plan Consultation: When the draft plan is completed and approved by the Parish Council the next stage is to carry out formal public consultation under Regulation 14 of the Neighbourhood Planning (General) Regulations 2012 before formal validation by the Maldon District Council.
MDC Consultation on North Quay Development Brief: This was noted.
Bradwell B Power Station Consultation: Notice of public exhibitions over the District was received.
Rural Services and Facilities Survey: The RCCE is updating its survey and the Clerk is responding.

031.20 PLANNING APPLICATIONS
General correspondence: A copy of a further e-mail from Mr R Gower of Hall Road to Maldon District Council about possible planning infringements involving wildlife on a site off Hall Road was received. Members noted this and agreed with the content.
Planning Enforcement: It was noted that increasingly applications are made to remove conditions attached to permissions. Whilst it is understood that occasionally this may be necessary for practical construction reasons, many seem to originate from an absence of effective checking and enforcement. The Clerk is attending a District Clerk's Forum at which Planning Enforcement will be discussed and will raise this.
Planning Appeals: The date of the appeal hearing in respect of land near The Stables, Colchester Road (MAL/19/00651) was confirmed for 24 March 2020. Cllr. Mrs Chris Adams will attend on behalf of the Council. An appeal notice was received in respect of MAL/19/00811, Stables rear of Pony Tales, Totham Hill Green.
Planning Decisions: The Clerk reported on the latest planning decisions.
Latest Applications: Comments on planning applications received up to week ending 6 March 2020 were as follows:

FUL/MAL/20/00062 Demolition of existing outbuildings and construction of 2No. detached residential dwellings with associated landscaping and vehicle parking. Agricultural Barns Adjacent 31 Plains Road - The Council objects to the application and recommends refusal. The site is in a sensitive rural location outside of the defined settlement boundary for Great Totham where policies of restraint apply. The Council can demonstrate a five year housing land supply to accord with the requirements of the National Planning Policy Framework. The site has not been identified by the Council for development to meet future needs for the District and does not fall within either a Garden Suburb or Strategic Allocation for growth

identified within the Local Development Plan to meet the objectively assessed needs for housing in the District.

The development would create a remote cluster of dwellings and have an unacceptably intrusive urbanising effect upon the site adversely affecting the intrinsic character and beauty of the countryside. As such the proposal does not represent sustainable development and the adverse impacts of the development would significantly and demonstrably outweigh the benefits of the scheme contrary to policies S1, S2, S8, T1 and D1 of the Maldon District Local Development Plan and the guidance and provisions of the National Planning Policy Framework, in particular Paragraphs 7, 14 & 216. It appears also that the ground may be contaminated.

Moreover, the development would adversely affect the infrastructure capacity necessary to bring forward the proposed locally planned growth in terms of both the necessary highway infrastructure and secondary education capacity to support it. Further, the development would adversely affect the infrastructure capacity necessary to bring forward the proposed locally planned growth in terms of both the necessary highway infrastructure and secondary education capacity to support it.

The plot is on a road subject to the national speed limit of 60mph, on a bend opposite a road junction. A long length of hedge has been removed recently and the improved visibility enables traffic to pass at speeds of 60 mph unimpeded. Housing development on the site would require a much higher frequency of access and egress at this bend creating an unacceptable risk.

The Council notes that no wildlife survey forms part of the application and believes that currently bats occupy the barns.

FUL/MAL/20/00105 Proposed detached dwelling house and garage. Land Adjacent To 56A Walden House Road – No comment.

FUL/MAL/20/00157 Application to carry out ground investigations, load test and associated works in connection with a proposed new Nuclear Power Station at Bradwell-on-Sea, together with the creation of two site compound areas and associated parking areas. Land East Of Bradwell Power Station, Downhall Beach Bradwell-On-Sea – No comment.

FUL/MAL/20/00164 New access, extended driveway, construction of triple detached garage with first floor and conversion of existing access to pedestrian access. The Oaks Colchester Road – No objection. The proposal is considered acceptable and in accordance with the local plan policies and would not result in detrimental harm to the site or appearance and character of the rural area. Conditions should be applied to restrict the use to that ancillary to the dwelling and prevent any part of the building being used as living space.

032.20 FINANCE:
Confirmation of Payments: Payments were confirmed for:

Amount (£)	Payee	Service
460.00	Great Totham Village Hall	Hire of Hall for meetings 2019/20
50.00	Great Totham Gardening Club	Donation for upkeep of flower beds on Green
50.00	Friends of St Peter's Great Totham	Subscription
1920.00	Maldon District Council	Grass Cutting Invoices: GRE08381082 July – September £960.00 GRE08381083 Oct – December £960.00
844.82	Came & Company	Local Council Scheme Insurance Policy
553.00	C R Potter	Salary/allowance
2878.08	RCCE	Housing Needs Survey for Neighbourhood Plan

Insurance Policy: The Clerk reported that the Council's policy has been renewed through Brokers Came & Company.
Precept for 2020/21: The Clerk reported an error in the Council's precept form which has now been corrected.

033.20 AMENITIES
Report of the Chairman of the Amenities Committee: Cllr C L Atkinson, in his absence, sent a report to advise that he has carried out further replanting of the hedge next to the lay-by at Bull Green and materials obtained for repairing a seat on the Cricket Ground which is being repaired by Cllr B S Marshall. His report was received and adopted.
Phone Box at the Green: Cllr Atkinson had obtained two quotations for repainting the old telephone kiosk at the Green which is used as an information point and eventually to house a second defibrillator. They were for £1,475 and £450 and it was agreed to accept the latter from Mr Clary. Members thanked Cllr Atkinson in his absence for his report and for obtaining the quotations.

034.20 HIGHWAYS AND TRANSPORTATION
Localism Rangers Work: No further work was identified.
Little Braxted Bridge: Notice was received of completion of work on Little Braxted Bridge and the road is now open.
A12 Improvements: A meeting of Highways England representatives with District and Parish Councils is being arranged about widening the A12 between Junction 19, Springfield and Junction 23, Kelvedon (South) and alternative route alignments onward to Junction 25, Marks Tey. The Chairman and Cllr. R L Bass will attend depending on the date.

Public Transport: Cllr Mrs A V Heaviside reported on a recent transport consultation meeting covering finance, Disability Passes and the Broomfield Hospital mini bus service being extended
Public Rights of Way: The Clerk reported an article in the national press about the Ramblers leading a campaign to identify lost (overgrown) paths and those not included on modern maps or the official definitive maps. The Government has set a deadline of 1 January 2026 to list them.

035.20 COMMUNITY POLICING, SAFETY AND REGULATION
Speedwatch: Cllr C L Atkinson reported through the Clerk that two sessions were held with 35 people reported. Cllr Mrs C Adams advised that the Team has three Parish Council members and one parishioner and the Team could carry out more checks with additional volunteers.
Defibrillator Sites: Maldon District Council is preparing a list of Community Access Defibrillator Sites over the District, which will be shared with East of England Ambulance Service. The Clerk will advise them of the site at the Village Hall and proposed site at the Green.
Community Protection Team: The January report was received and noted.

The meeting closed at 8.45 pm

Minutes of the Meeting of 3rd March 2020

Present: Kevin Bennett; Paul Mutton; Graham Thorne; Vicki Heaviside; Andrew Boorman; Bob Tarpey

Apologies for Absence: Roy McPherson; Martin Flook; Andrew Dyer; Christine Adams; Albert Gable

Chairman's Opening Remarks: Kevin first thanked Mike Powell, who had decided at this juncture to leave the Group, for his contribution to the project. He was pleased to say that all five Supporting Papers had been completed on time and submitted to Navigus. A first Draft Plan had been received on 27th February which looked a very sound piece of work for starters. He, Paul and Graham were dealing with some supplementary requests and the meeting would go through the draft shortly. Still awaited were the Mapping permissions from Maldon DC, due any day, and the results of the Housing Needs Survey, available in a week or so. We already knew this contained no surprises, being in line with the 2010 Parish Council Survey and our own Village Survey.

Minutes of Last Meeting & Matters Arising: Minutes agreed and no Matters Arising.

Parish Matters: Vicki had been to a meeting with Essex CC to look at how it might spend newly announced extra funding for Buses. (Circulated with these Minutes) She tabled a form which had five potential options. A reply to Essex CC was due on Friday. Any responses should be sent by Thursday. Points arising from the Essex meeting were:

- Service changes affect only Sundays and Bank Holidays
- Chelmsford Park & ride proposes a £1.50 charge for all except the Disabled
- Extension of the Dengie Dart to cover Great and Little Totham could start quite soon, please don't mention outside the steering team.
- ECC was sympathetic to a re-routed bus route via Totham North.

Finance Report: No change since last Meeting

Navigus Draft Report: This was presented to the Meeting via projector. All agreed it was a good piece of work. Navigus requests for information would be met in the next few days. The Draft would not be circulated at this point. A final draft was expected in 4 to 8 weeks. The five papers (Housing, Community, Transport, Environment and Design Statement) which support the Plan would now be circulated to the full Steering Group.

2020 Timescales: The final Draft will effectively trigger the Regulation 14 Process – at which point the Plan is regarded as 'emerging' and becomes a working document which must be considered as part of the planning process. It was agreed that a small Working Group should be formed to look in more detail at the timescales prescribed for Regulation 14 and beyond. This might usefully be raised at the Parish Meeting on 9th March which would receive a Project Update with SG members present.

Any Other Business: Publicity would need to be stepped up in the coming months and would be increasingly important. This would include a dedicated Village Hall event and representation at the Fete and Flower Show.

Date of Next Meeting: Tuesday 7th April, 7 30pm, The Honywood

G. Thorne

Parish Council briefing paper

The Neighbourhood Plan is progressing well. Our 5 supporting policy documents have now been completed by the working groups. These were sent to the consultant mid-February and based on these he has a first produced a first draft NP. Some amendments and additional material required by the consultant are now being addressed. The draft report was presented to the Steering Group at the monthly meeting held on 3rd March.

The Consultant's version will take 'snapshots' from each section of the plan (Environment, Housing, Transport, Community and the Village Design Statement) that form the policies. The individual Steering Team reports will provide the supporting evidence.

Feedback from the consultant has been very positive and he has been impressed with the high quality and the level of detail in the reports provided.

The Consultant is aware of our budgetary limitations and as far as we can tell the project spend for the Financial Year is within expectations.

As of 3rd March, the RCCE is finalising its analysis of the Housing Needs Survey and this will be incorporated into the plan in March. The outcome of the HNS was very much as expected and similar to previous surveys.

As of 3rd March, we are still waiting for Maldon District Council to release the necessary detailed mapping to the Consultant.

We anticipate delivery of the final version to you in the next 4-8 weeks. Prompt Parish Council endorsement will be much appreciated.

Some redrafting may be required once Maldon District Council have considered the Plan in preparation for Regulation 14.
The Parish Council may wish to discuss in more detail the way forward under Regulation 14 over the next few weeks.