

MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON MONDAY 11 MARCH 2019 AT 8.22 PM AT THE VILLAGE HALL

(The Council Meeting followed the Annual Parish Meeting)

Present: Chairman: Cllr. F A Delderfield.

Cllrs. Mrs C Adams, A J Gable, J C Gregan, Mrs A V Heaviside and B S Marshall.

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

028.19 MINUTES OF THE PREVIOUS MEETING

The minutes of the Meeting of the Council held on 11 February 2019 were confirmed and signed.

029.19 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. Cllr B S Marshall declared an interest as an adjoining landowner in planning application FUL/MAL/19/00223 to be discussed later in the meeting.

Members were also reminded to review and update if necessary 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.

030.19 ADJOURNMENT FOR THE PUBLIC TO SPEAK

The Chairman welcomed Cllr. Richard Siddall, Chairman of Little Totham Parish Council to the meeting. Cllr Siddall advised he will be standing as a candidate for the Great Totham Ward in the forthcoming Maldon District Council elections, on 2 May, and if successful will want to be involved in all parishes in the Ward.

031.19 CHAIRMAN'S ANNOUNCEMENTS, REPORTS OF OTHER BODIES AND GENERAL CORRESPONDENCE.

Further information was received from the Returning Officer at Maldon District Council set out the dates and deadlines for the forthcoming elections of District and Parish Councillors on 2 May; and a copy of the Maldon District Council Corporate Plan 2019/23.

032.19 MATTERS ARISING FROM THE MINUTES

Cllr Mrs A V Heaviside reported the Essex County Council's public Rights of Way Officer had inspected work involving the footpath beside Captains Wood and found the temporary gates satisfactory. Work should finish in two months. Date of meetings with the local police will be published in the parish magazine.

033.19 PLANNING POLICY AND STRATEGY:

Neighbourhood Plan Steering Group: The notes of the Steering Group meeting of 19 February were received and noted

Neighbourhood Plan Status Report The Steering Group had produced a report on the status of the plan at March 2019 which was also noted. Members valued the continuing work of the Steering Group and the progress in developing a plan. The Steering Group aims to secure full agreement to proceed from the Parish Council towards the end of the year with the Council leading the Regulation 14 consultation in January 2020. The full report is appended to these minutes.

034.19 PLANNING APPLICATIONS

Rural Exception Sites: The Rural Housing Partnership had sent information about Rural Exception Sites, which was noted.

Planning Decisions: The Clerk reported on the latest planning decisions.

Latest Applications: Comments on planning applications received up to week ending 8 March 2019 were as follows:

HOUSE/MAL/19/00180 Side and rear extension, relocation of front door and new window in front elevation. Three Ways 1 Walden House Road - The Council considers the proposed extension will not result in any significant impact upon the character and appearance of the area rural; or result in detrimental harm to the site or any material impact on the occupiers of the neighbouring properties. The proposal is considered acceptable and in accordance with the LDP policies and meeting the requirements of the NPPF. The Council recommends approval.

HOUSE/MAL/19/00198 Proposed sunroom, glazed link and dining room extension. Brookside 38 Maldon Road - The Council considers the proposed extension will not result in any significant impact upon the character and appearance of the area rural. The Council recommends approval.

HOUSE/MAL19/00160 Two storey side extension to existing two storey detached dwelling house and extension to parking court. 6 Walden House Road – The existing house is a prominent historic landmark marking the convergence of two of the ancient highways in the parish. It was built in the first half of the 19th Century, from the locally made brick and tile for which the parish was known, and is of good quality. Its occupants have included Thomas Gentry, an agricultural machine maker, and George Claxon, a haulier; both significant local business operators and employers. The house still retains its significance and quality, largely unaltered externally.

The proposal would by reason of the size compared to the original, layout, design and external appearance represent an intrusive development, out of keeping with the character and appearance with the original. Its unsympathetic scale and form would not protect or enhance the natural or built environment. The Council recommends refusal.

FUL/MAL/19/00223 Section 73A application for the retention of stables and use of land for keeping of horses with related hardstanding. Land Adjacent Sheepcoates Hall Sheepcoates Lane. The Council has no objection.
(Cllr B S Marshall left the meeting for the discussion of this item.)

035.19 FINANCE:

Confirmation of Payments: Payments were confirmed for:

Amount (£)	Payee	Service
595.00	Great Totham Village Hall	£460 Hire of Hall for meetings 2018/19 £135 Hire of Hall for Neighbourhood Plan Meetings
353.76	Maldon District Council	Community Protection Service January – March 2019
821.67	Came & Company	Local Council Scheme Insurance Policy
446.00	C R Potter	Salary/allowance

036.19 AMENITIES

Report of the Chairman of the Amenities Committee: Cllr C L Atkinson in his absence had sent a report presented by the Vice-Chairman: Mr R Clark has been given the job to repair the area around the seat at the Beacon and to lay two slabs at the side of the bus stop near the War memorial Bus shelter; The play roundabout at Braxted Lane has not been repaired yet due to a problem with the access which is too wet and;

Jubilee Recreation Ground Access: Two contractors have been approached regarding a price to carry out work on the access steps (which are now considered to be the best option) to the Jubilee Recreation Ground from School Road. Cllr Atkinson has been in touch with Mr Noel Tilbrook from "Step on Safety" who was in attendance at the February meeting and who has offered 20 square metres of anti-slip flooring free of charge to top the steps off.

The report was received and adopted.

037.19 HIGHWAYS AND TRANSPORTATION

Localism Rangers Work: No further work was identified.

Update on Highway Panel Requests: A paper showing current position of Panel Requests was discussed and is appended to these minutes. Additional latest comments are shown in italics.

Chelmsford Park and Ride Consultation: It was noted that the consultation does not include making a charge for parking. It covers: Closure of Chelmer Valley Park and Ride on Saturdays; A discounted ticket offer; Raise the child ticket age from 16 to 18 years of age; Remove the on-site ticket machines. No response was considered necessary.

Parish Footway Repairs: County Councillor Mark Durham had written about a list he is putting together of footway repairs needed so that he is ready to make application when the scheme is formally announced. Two immediate suggestions were footways at Totham North and from the Post Office. Members will pass details of identified locations to the Clerk.

Potential Devolution of Some Highway Services: A press item on the potential devolution of some Highway services, such as verge cutting, explained a current pilot scheme being carried out.

038.19 COMMUNITY POLICING, SAFETY AND REGULATION

Speedwatch Report: Cllr C L Atkinson sent report on the latest Speedwatch activity: Two speed watch checks have been carried out in the last month from which 19 cars were reported. The Team still needs more volunteers to help and Cllr Mrs A V Heaviside will put an appeal in the Parish Magazine.

Community Protection Team Report: The latest Community Protection Officers report was received and noted. Nine Tru-Cam captures were made and ten vehicles moved on near School.

039.19 ANY OTHER URGENT BUSINESS AND FUTURE AGENDA ITEMS

A possible planning infringement had been noticed in Colchester road and will be reported. Members were reminded of the Village Clean-Up event on 7 April

The meeting closed at 9.15 pm

Minute 033.19 Appendage

Great Totham Neighbourhood Plan Status Report: March 2019

Where are we now?

- The Steering Group has now settled down, meets monthly and is fully effective. It has strong Parish Council involvement.
- Funding has been secured and support received from RCCE.
- A successful Village Survey has been completed with a response rate of almost 50%. The data has been fully analysed.
- An experienced consultant has been appointed to assist in the Plan production.
- We are now in the early stages of the prescribed Plan process; this involves the creation of a Village Vision, based on what the village has told us. The Vision then rolls through to a series of Objectives (perhaps 3 or 4), which again deal with the major concerns and aspirations of our community. The final stage is to create the Policies in the Plan which will facilitate and deliver the Objectives.
- In parallel with the Plan we have begun work on a Village Design Statement, which is our means to influence the appearance of the village, flag up its principal assets and protect its character. This is another major body of work which is at the early stage of data collection.

Where do we go from here?

- March to July: Evidence gathering for Plan and Design Statement. Developing a skeleton VDS document.
- July and August: Prepare draft VDS. Consult village using Survey Monkey
- September: Prepare for and undertake a full weekend Village Consultation on Plan and Design Statement to take place in Village Hall.
- October to December: Prepare final Plan and Design Statement documents, ready for Regulation 14 step. Secure full agreement to proceed from Parish Council.
- January 2020: Parish Council takes over lead in line with prescribed process and moves to undertake Regulation 14 consultation.

Great Totham Neighbourhood Plan Steering Group

Minute 037.19 Appendage

Highways and Transportation

Local Highway Panel Requests position at 11 March 2019

	Scheme/Description	Position
1	Parking restrictions at lay-by in Walden House Road to prevent blocking by long stay vehicles.	Parish Council collecting evidence of need for South Essex Parking Partnership (SEPP). <i>All the cars have moved from the lay-by in Walden House Road but a large white van and small van keep returning and the small white van is parked on the path near the bus-stop when not in the lay-by. Survey and Photographs are being taken fortnightly</i>
2	Parking restrictions in Hall Road at Maldon Road junction to improve safety.	Parish Council collecting evidence of need for South Essex Parking Partnership (SEPP). [Could depend on 1 above being approved.] <i>Survey and Photographs are being taken fortnightly</i>
3	Parking restrictions in Prince of Wales Road at Maldon Road junction	Part of 2 above.
4	Completion of walkable verge in Colchester Road	No budget left in original scheme we must submit new request for section near lay-by. New submission being prepared.
5	Provision of electronic speed indicators in Maldon Road opposite Bull Green and opposite Jubilee Recreation Ground to replace flashing signs	LHP said original signs were linked to crossing patrol. This request to be considered as a separate scheme under speeding. <i>Note: live electronic indicator unlikely.</i>
6	Speed limit in Maypole Road at Five corners junction approach and area	Limit was extended part way from Maltings Cottage but remainder of earlier request for 30mph limit to Wurno refused. Discuss possible revision of application at March meeting. <i>County Councillor aware from Annual Parish Meeting</i>