

MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON MONDAY 13 MARCH 2017 AT 8.05 PM AT THE VILLAGE HALL

Present: Chairman, Cllr J C Gregan.

Cllrs. Mrs C Adams, C L Atkinson, F A Delderfield A J Gable, Mrs A V Heaviside, and B S Marshall.

Apologies for absence were received from Cllr. R L Bass and J V Keyes.

The Chairman referred to the death of Mrs Elizabeth Parsons who was a Member of the Council for 32 years from 1983 to 2015, and was also involved in several other local organisations including the Village Hall Committee on which she represented the Council for a time. She was appointed as a Yeoman of the Parish in 2000. Members stood in silent tribute.

030.17 MINUTES OF THE PREVIOUS MEETING

The minutes of the Meeting of the Council held on 17 February 2017 were confirmed and signed.

031.17 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 disclosures.

032.17 PUBLIC QUESTIONS (Adjournment)

No members of the public were present.

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

There were no matters to report. Routine correspondence had been circulated by e-mail.

034.17 MATTERS ARISING FROM THE MINUTES

Burial Ground Extension: The Clerk has written to the landowner by post. The Chairman had obtained information from the Maldon District Council about compulsory purchase procedures.

Damage at Pond: The Clerk had found no further information about the vehicle owner who damaged the bank to the pond at Totham North.

035.17 PLANNING POLICY AND STRATEGY:

Neighbourhood Planning: The first meeting of the Neighbourhood Planning Steering Group was held on 27 February and the next will be on 20 March. These early meetings involve training about the process of preparing a plan and organising the Steering Group. The report was received and noted.

036.17 PLANNING APPLICATIONS

"Prior Permission" Applications: The Clerk had obtained further information about this type of application which relate to temporary changes to General Permitted Development by relaxing some of the restrictions. The application is a simplified form of checking whether permission is required in respect of all or part of intended development under the General Permitted Development Orders.

Planning Manual and Toolkit: The new Planning Manual and Toolkit developed by the Maldon District Council was received and has been circulated to members by e-mail. The manual looks very useful but is lengthy and does not seem to be available in paper format but the Clerk will print a copy to bring to the meetings.

General Correspondence: A copy of a letter was received from a Goat lodge Road resident complaining to the Maldon district Council about development at a neighbouring property.

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

Latest Applications: Comments on planning applications received up to week ending 10 March 2017 were as follows:

HOUSE/MAL/17/00128 Single storey side extension. Spring House 2 Prince Of Wales Close – The development would not result in any substantial detrimental harm to the site or the character and appearance of the area. The scale and bulk of the proposed extension is not considered to be out of proportion with the plot. The Council recommends approval.

HOUSE/MAL/17/00160 Two storey side extension & front canopy pitched roof feature with cream white weatherboarding. 25 Hall Road - The scale and bulk of the proposed extension is not considered to be out of proportion with the plot. The Council has no objection provided there is no overlooking of neighbours.

HOUSE/MAL/17/00214 Removal of existing garage roof and fit new roof structure with gable ends. Install new garage walls within roof footprint and alter existing garage walls. Brick Hall 38 Colchester Road - The Council has no objection provided there is no overlooking of neighbours.

FUL/MAL/17/00092 Proposed replacement dwelling. Little Chantry 23 Goat Lodge Road – The proposed development as a result of its layout and site coverage, its unsympathetic design, appearance, scale and bulk would be overdevelopment of the site and have an unacceptable impact on the character of the site and surrounding area. It would be an intrusive development, out of scale and character with the prevailing pattern of development in the locality as well as having a serious and adverse effect on the amenities enjoyed by occupiers of neighbouring property including overlooking the School and swimming pool to the rear.

The proposal would be contrary to policies D1, D2 and H4 of the submitted Maldon District submission Local Development Plan, policies BE1 and BE6 of the Maldon District Replacement Local Plan, and the provisions and guidance contained within the National Planning Policy Framework, in particular paragraphs 56, 61 and 64. The Council therefore recommends refusal.

HOUSE/MAL/17/00253 Two storey side and rear extension (as revised). Pond House 26 Maldon Road – The proposed development, by reason of its size, design and external appearance, would represent an intrusive development, out of scale and character with the prevailing pattern of development in the locality as well as having a serious and adverse effect on the amenities enjoyed by occupiers of neighbouring property.

The proposed development as a result of its unsympathetic scale and form would not protect or enhance the built or historic environment and would harm a non-designated heritage asset. Pond House is a good example of a large house built by

and lived in by a successful local builder, Alfred Ward, and later, his son who was part of the firm. The Wards built many local high quality houses including those at Beacon Hill, Great Totham, designed by the renowned architect A H Mackmurdo.

The Council therefore recommends refusal and suggests referral to the Maldon District Council Heritage Officers.

LBC/MAL/17/00254 Removal of external door in east side of drawing room. The lower sections to be replaced by the continuation of the brick wall. The upper section to be replaced by a window of the exact same style as existing. Steps to existing door also to be removed. Beacons 4 Beacon Hill. – The Council has no objection.

FOR INFORMATION ONLY NMA/MAL/17/00258 Application for non-material amendment following grant of Planning Permission of HOUSE/MAL/16/01004 (Single storey side extension) Amendment sought: Change of finish of the extension from face brickwork to cladding to match existing parts of building. 1 Millways – Noted

Viewing Planning Applications: Members had viewed the above applications using a projector to show selected drawings such as site plan and building layout which the Clerk had converted to a PowerPoint format in which some slides were presented in a before and after view. The experiment was generally successful but some very detailed drawings were too small on the slides, which the Clerk will try to improve. All of the applications considered were for single small developments and large applications may have to be considered by laying out the actual drawings. Also, at meetings with few applications it may be appropriate to circulate copies of selected drawing.

037.17 FINANCE:

Review of Risks and Insurance Cover: The Council's risks were reviewed and the insurance cover and renewal schedule examined. The level of cover was confirmed with the addition of the Speedwatch indicator equipment being added to the All Risks section.

Transparency Code Grant: The EALC had confirmed that the Council's grant claim for developing a website for Implementation of the Transparency Code has been approved. The total is £1359.06, being £94.16 for the purchase of PDF software and £1264.90 in respect of extra work undertaken by the Clerk to develop and maintain the website. It was agreed that the latter should be paid upon receipt of the cheque.

Finance Update: A report giving the actual or forecast outturns was received and noted. Lines will be added to incorporate the Transparency Code Income and Expenditure. A copy is appended to these minutes.

Confirmation of Payments: Cheques were confirmed for:

Amount (£)	Payee	Service
52.00	Maldon District Council	Rat Treatment at Jubilee Recreation Ground
500.00	RCCE	Training & support for Neighbourhood Plan Group
737.59	Came & Company	Local Council Scheme Insurance Policy
466.59	C R Potter	Salary/allowance £446.00 Minute binding & Paper £20.59

038.17 AMENITIES

Report of the Chairman of the Committee: Cllr C L Atkinson reported on Amenities. Some damage has arisen from a vehicle entering Bull Green and it was agreed to erect posts to prevent this; The Clerk is asking the District Council for some new dog waste bins and a replacement litter bin, and will chase up the hedge cutting contractor; Cllr Atkinson will arrange for topping up the wood chip surface at the Jubilee Recreation Ground when the ground is drier; The Den is safe at present. The report was received and adopted.

Clean-Up Day: Cllrs Mrs C Adams and AV Heaviside explained the arrangements for Clean-Up Day on 9 April. A notices will be posted giving the detailed arrangements. Cllr C L Atkinson will take rubbish collected to the tip.

Football Club: The Clerk has no further information from the Football Club.

039.17 HIGHWAYS AND TRANSPORTATION

Rangers Scheme: It was noted that roads signs are generally dirty and the Rangers will be asked to clean them.

Road Closure: A road closure notice for 28/29 March was received in respect of Maypole Road

040.17 COMMUNITY POLICING, SAFETY AND REGULATION

Speedwatch Update: Cllr C L Atkinson reported that he had attended a meeting of coordinators is due to be held at Fire and Rescue Headquarters at Kelvedon and had received information that the system is to change to the introduction of recording cameras and body cameras for the volunteers. The local volunteers now have approval to check speeds at Walden House and Prince of Wales Roads and at a second site in Maldon Road. A training event will be held for new volunteers.

041.17 COMPLAINT (MEMBER)

Further to the discussion at the previous meeting the following e-mail was copied to the Council from the Monitoring Officer at Maldon District Council, which Members noted:

Dear Cllr Heaviside,

Thank you for your email and for your co-operation to enable me to deal with the complaint received.

On the basis of the information you have provided I am satisfied that there has been no failure on your part to declare an interest.

Please be advised that I have written to the complainant this morning to advise them of the conclusion reached, that there has been no breach of the Code of Conduct, and that I consider this matter to be closed.

Should you have any future queries about whether or not you have an interest that needs to be declared please do not hesitate to contact us for advice in this regard by emailing monitoring.officer@maldon.gov.uk .

042.17 ANY URGENT BUSINESS AND FUTURE AGENDA ITEMS

There was no urgent business.

The meeting closed at 9.50 pm.