

MINUTES OF A MEETING OF THE PARISH COUNCIL HELD ON MONDAY 23 SEPTEMBER 2019 AT 7.30 PM AT THE VILLAGE HALL

Councillors: C L Atkinson, R L Bass, A J Gable, J C Gegan, Mrs A V Heaviside, B S Marshall and Maldon District Cllr R H Siddall

Apologies for absence were received from Cllrs Mrs C Adams (Vice-Chairman), F A Delderfield (Chairman) and J V Keyes.

104 .19 APPOINTMENT OF CHAIRMAN FOR THE MEETING

In the absence of the Chairman and Vice-Chairman it was proposed by Cllr. R L Bass and seconded by Cllr. B S Marshall that Cllr. J C Gegan be appointed Chairman for the meeting, and this was agreed.

105.19 MINUTES OF THE PREVIOUS MEETING

The minutes of a meeting of the Council held on 19 August 2019 were confirmed and signed.

106.19 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. There were no disclosures.

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.

107.19 ADJOURNMENT FOR THE PUBLIC TO SPEAK

No members of the public were present.

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

Notice of the Annual General Meeting of the Essex Association of Local Councils and details of an RCCE coffee morning meeting were received

109.19 MATTERS ARISING FROM THE MINUTES

There were no matters arising.

110.19 PLANNING POLICY AND STRATEGY:

Neighbourhood Plan Steering Group: The report of the meeting on 27 August 2019 was received and noted and a copy is appended to these minutes. Cllr Mrs A V Heaviside reported on the successful Community Open Weekend held at the Village Hall on 7 & 8 September which attracted many parishioners. The Clerk has prepared a paper for the Historical Context and Landscape Character part of the Plan.

The Willie Almshouses: A document called *Proposals for Neighbourhood Development Plan - Case for Almshouses* was passed to the Council by Cllr. Mrs A V Heaviside. Much of the content is an account of the history of some almshouses in Colchester and Althorne and the Willie Almshouses in this Parish. The document

appeared to set a task for this Council in identifying sites for future almshouses. There was concern that no author of the paper is indicated and Cllr Mrs Heaviside advised that it is Mr Michael Siggs involved with the Willie Almshouses Trust.

111.19 PLANNING APPLICATIONS

Planning Appeal Decision: Notice was received of an appeal decision in respect of MAL/18/00708 Little Oaks, Captains Wood Road. The appeal was dismissed.

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

Planning Committee: The minutes of the Planning Committee meeting had on 27 August 2019 were received and adopted. Comments were as follows:

FUL/MAL/19/00876 Demolition of existing barn and erection of new dwelling Land adj. The Stables Plains Road – The Council strongly objects to this proposed development. The “barn” does not appear to be a derelict and redundant structure previously part of an agricultural operation but presents as a modern serviceable building. It is well outside of any settlement development boundaries and its development as a dwelling would contribute to creating ribbon development in this part of the Parish and contribute to an appearance having the effect of merging with the neighbouring parish. The Council recommends refusal.

(Cllrs. J C Gregan and Mrs A V Heaviside left the room for the following discussion)

OUT/19/00811 Cease stables/livery use including demolition of existing buildings and erect 3. No detached dwellings with parking and amenity areas, form turning area and alter access. All matters with the exception of access and layout are reserved. Stables Rear Of Pony Tails 10A Totham Hill Green

The proposed development, although mainly just inside the settlement boundary for Great Totham North, is for the development of back-land and with an ill-contrived and intensified layout in a limited space which presents a cramped and 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 and a loss of privacy. There is inadequate access to the public highway network and facilities for parking on the site.

Its unsympathetic scale and form would not protect or enhance the natural or built environment. It would have an unacceptably intrusive urbanising effect upon the site adversely affecting the intrinsic character and beauty of the countryside. The proposal would be contrary to policies contained in the approved Maldon District Local Development Plan, and the provisions and guidance contained within the National Planning Policy Framework.

Latest Applications: Comments on planning applications received up to week ending 20 September 2019 were as follows:

HOUSE/MAL/19/00938 Erection of a new bedroom extension at the first floor supported on oak faced columns. Millside 2A Mill Road – No comment.

HOUSE/MAL/19/00934 Proposed rear first floor extension. 5 Staplers Heath – No comment.

HOUSE/MAL/19/00991 Two storey side extension, connected to house by glazed link. Separate garage block with bedrooms/storage above. Caper Cottage Goat Lodge Road - The application site is outside of any defined settlement boundary. The proposed extension, by reason of its scale, bulk and design, is considered to be a dominant and disproportionate addition which would harm the character and appearance of the existing dwelling and the surrounding area. The linear layout produces an excessively wide unacceptable appearance and the separate part residential, part garage structure gives the impression of an additional dwelling. The layout would affect at least eight trees which is unacceptable.

Therefore, the proposal is contrary to the guidance contained within the National Planning Policy Framework and policies D1, D2, S8 and H4 of the Maldon District Local Development Plan. The Council recommends refusal.

112.19 FINANCE:

Confirmation of Payments: Payments were confirmed for:

Amount (£)	Payee	Service
111.00	Silicon Alley	Printer inks, printer paper & envelopes
136.80	Mr P N Mutton	Annotated pens for Neighbourhood Plan Open Weekend (reimbursement of on-line payment)
256.02	Mr P N Mutton	Items for Neighbourhood Plan Open Weekend Hire of Great Totham Village Hall 178.00 Point Graphics - A3 Colour printing 20.80 Point Graphics - A3 Colour printing 4.00 Poster Pigeon - A1 Colour printing 17.80 Amazon – Plastic name tags 12.99 Amazon – Snopake & sticky notes 12.44 Amazon – Adhesive backed hook tape 9.99 (reimbursement of personal payments)
517.20	Mr P. N. Mutton	Items for Neighbourhood Plan Open Weekend Amazon – Coffee 20.16 Amazon – Disposable cups & Teabags 37.00 PEP Ltd – Hire if Display Boards 288.00 Point Graphics - A3 Colour printing 27.00 Point Graphics A2,3 & 4 Colour Printing 62.50 Point Graphics A2,3 & 4 Col/BW Printing 66.55 Amazon – USB adaptor for display TV 15.99 (reimbursement of personal payments)
580.00	C R Potter	Salary/allowance £570.00 Padlock for THRG £10.00

Replacement website provider: The Clerk had looked at several a possible replacement website providers of which most had a high monthly charge. It was agreed to look at further providers including Mr Tristian Adlington who had designed and maintains the Neighbourhood Plan website

113.19 AMENITIES

Report of the Chairman of the Amenities Committee: Cllr C L Atkinson reported that grass cutting is excellent this year and it was agreed to send an e-mail to Maldon Council commending them on this; and County Highways have advised that any re-planting required to the new hedge at Bull Green is now our responsibility following their initial maintenance period of one year. His report was received and adopted.

The old practise nets at the Cricket Field remain in place and the Club will be asked when they will be removed.

Criminal damage, to the fences, seat and access hand rail, was reported to Essex Police at the Jubilee Recreation Ground and enquiries were made of the surrounding houses but there are no witnesses to the damage. Cllr B S Marshall will see if repairs can be carried out.

The Criminal damage reported at the previous meeting at the Totham Hill Recreation Ground where the gate closure had been twisted and the lock damaged has been repaired by Mr Gary Cotier, a local resident, who discovered it when walking his dog. Mr Cotier replaced the catch mechanism with a new one supplied free of charge by Tom's Farm Shop, and the Clerk purchased a new lock. The Police can take no further action without witnesses.

It was agreed to place a notice limiting parking to 20 minutes in the lay-by at Bull Green and Cllr B S Marshall will make one up; Cllr Atkinson will refurbish the Solitary Soldier if required by the Church for Remembrance Day.

114.19 HIGHWAYS AND TRANSPORTATION

Localism Rangers Work: No further work was identified.

Salt Bag Scheme: Cllr. J C Grogan reported that he was unable to arrange for salt bags for the coming winter.

Highways Panel: Cllr. R Siddall on taking up with the Highways Panel issues in the Maypole Road/Five Corners junction area with the Highways Panel, and the possibility of a new 20mph scheme in Walden House Road.

115.19 COMMUNITY POLICING, SAFETY AND REGULATION

Community Protection Team Report: The August report was received and noted.

Speedwatch: Two checks were carried out during the month. More volunteers are needed and Cllr Mrs A V Heaviside will put an advert in the Parish Magazine. 26 September is Edward's Day when all Speed Watch teams will be out in Essex.

116.19 ANY OTHER URGENT BUSINESS AND FUTURE AGENDA ITEMS

There were no items.

The meeting closed at 8.40 pm

GREAT TOTHAM NEIGHBOURHOOD PLAN STEERING GROUP

Minutes of the meeting held on 27 August

1. Present: Kevin Bennett (Chair), Graham Thorne, Bob Tarpey, Andy Boorman, Roy Macpherson, Mike Powell, Martin Flook, Andy Dyer, Chris Adams and Vicky Heaviside

Apologies were received from Frank Delderfield and Albert Gable.

2. Kevin welcomed everyone to the meeting. This was our last meeting before the open day and was our last chance to discuss the content. It was also appropriate for the group to discuss Gladman's consultation document regarding Bull Grove.
3. The minutes of the previous meeting were accepted and no actions had been carried over.
4. Bull Grove: This was disappointing news but not unexpected. As before, GTAG would be campaigning and had asked if anyone else from the NP team would like to get involved. The GTAG team were in a good position, they were more experienced and had better relationships with the Parish Council and the planners at MDC. The support from the community also appears strong, a facebook post by GTAG has now reached 2000 people. It was agreed that although there was overlap, the NP and the GTAG campaign should be kept separate. Publicity was important and GTAG will be sending out a reminder to send their opinions to Gladman. Graham would be writing to Priti Patel MP.

The group agreed to devote one display board at the open day to the Bull Grove consultation.

ACTION: Kevin to contact Richard Siddall, discuss Bull Grove and invite to open weekend.

5. Parish Matters: Chris Adams reported that the Parish Council had approved our funding request for the Housing Needs Survey. She also requested clarification of approximate costs if we received a higher than anticipated return.

ACTION: Paul M to clarify costs with Laura Atkinson of RCCE.

6. Finance Report: Paul M reported that everything seemed on track. The invoices for the Village Hall, printing of visual displays, the banners and the promotional pens had been forwarded to Clive. Paul would pay for the display boards (£280) when they were delivered prior to the weekend. This would leave us with in excess of £200 to pay for the printing of the remaining visual displays. The costs are roughly £1 per sheet so we should have plenty of headroom.

It is worth noting that Colt Press of Witham kindly printed about 25 sheets for us free of charge while they were working on the banners.

7. Planning for the open weekend:
Paul had prepared a plan of the village hall with a suggested layout. He also showed the displays for the first 4 stands (Welcome, NP, Survey, VDS and Housing). The meeting thought these were quite eye catching. The plans are attached to the end of this document.

Progress:

Welcome: Completed

Golden Thread, SWOT, Survey: Completed

VDS: Completed

Housing: Completed

Environment: Draft reports completed, wildlife photos to add.

Community: In progress but almost ready to go to print.

Transport: Draft reports in progress, Maps for walks, cycle and bus routes completed. Good progress on visual displays.

Survey results video: Completed. Paul thought it was a bit long at 9 minutes so will remove the data on mobile phones and speeding (to go into Transport theme) and reduce the transition time between slides. Aim is to get it down to 6 -7 minutes.

Viewers should have the ability to pause if they want to examine data in fine detail.

Paul will provide a TV and cable. Hopefully a laptop.

Paul cannot obtain photographs of the cricket pavilion interior as his son is going away on 29 August.

Paul, Graham, Bob and Andy would be meeting on 29 August to discuss/fine tune the Transport topic.

Draft reports: Clive Potter has offered to print these. He does have holiday commitments so we may need to pay the Print Shop to get them done. Time will tell.

In short, we almost there. There were a few name badges still to do. Andy and Paul will put out the banners on 29 August.

ACTION FOR ALL: If you feel that some of your visual displays require explanation can individuals prepare the text and print off at home.

Each team should have space for 36 A3 slides. We may well have some empty space on the boards. If this was the case Paul had prepared some slides on suggestions to improve the village. Lively discussion ensued on the relative merits of this. There was also the option to move the photographic competition to one of the boards.

If we are short on space, we have the option to borrow a display board from the Church.

Leonie Alpin from MDC is responsible for all Neighbourhood Plans and had offered to 'champion' our green spaces.

ACTION: Kevin to contact Leonie Alpin and invite to open weekend.

Logistics:

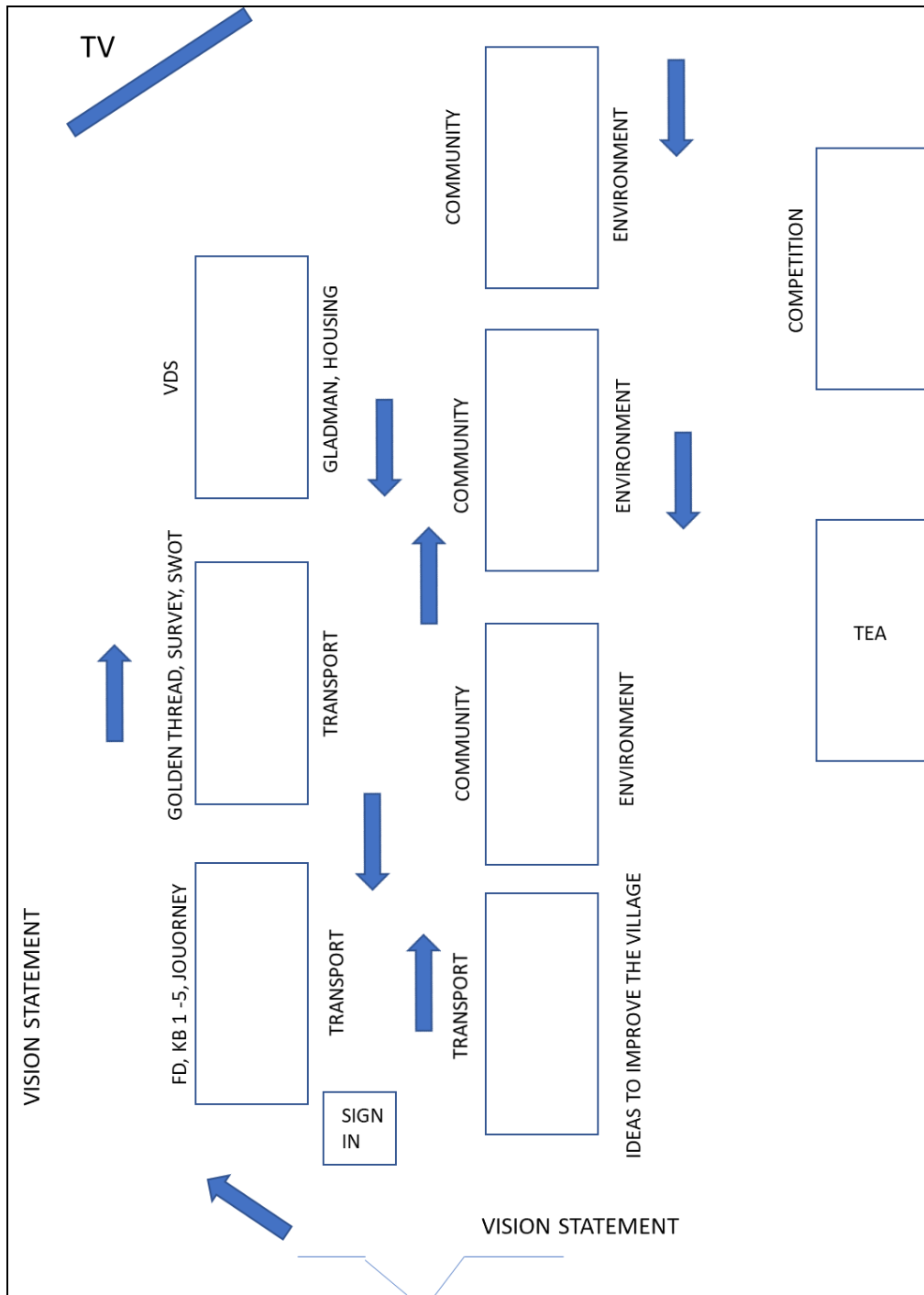
Chris Adams confirmed that tea urns are available in the Village Hall.

Vicky Heaviside has offered to arrange the purchase of tea/coffee/ biscuits.

Suggestion: A rota for SG attendance at the open weekend?

8. Date of next meeting: 10 September, 7.30pm at the Honywood. Chris Bowden of Navigus has confirmed attendance.

SUGGESTED ACTION: Send draft reports to Chris in advance of meeting?



Proposed hall layout