MINUTES OF A MEETING OF THE PARISH COUNCIL HELD ON MONDAY 25 SEPTEMBER 2017 AT 7.30 PM AT THE VILLAGE HALL

Present: Vice-Chairman, Cllr. F A Delderfield
Cllrs. C L Atkinson, R L Bass, A J Gable, A V Heaviside, and B S Marshall.

Apologies for absence were received from Cllrs. Mrs C Adams, J C Gregan and J V Keyes. The Vice-Chairman explained that the Chairman remains in hospital at present following some injuries and Members expressed their good wishes to him. The Vice- Chairman, although present, is coincidently suffering from a broken arm and dislocated shoulder and members wished him well too.

109.17 MINUTES OF THE PREVIOUS MEETING
The minutes of the Meeting of the Council held on 21 August 2017 were confirmed and signed.

110.17 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. 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. There were no declarations.

111.17 ADJOURNMENT FOR THE PUBLIC TO SPEAK
Three public were present. There were no questions.

112.17 CHAIRMAN'S ANNOUNCEMENTS, REPORTS OF OTHER BODIES AND GENERAL CORRESPONDENCE.
Rural Community Council of Essex: An invitation was received for the RCCE Community Buildings Conference on 14 October.
Essex County Council News: A news release reported a new Essex Lottery set up to help local community schemes and good causes. The release also advised of a consultation on the Mobile Library Service.
Affordable Housing: The English Rural Housing Society had sent a notice about a shared ownership house unexpectedly available at Wickham Bishops and the Clerk has displayed a notice.

113.17 MATTERS ARISING FROM THE MINUTES
Burial Ground: Cllr Mrs A V Heaviside commented on the remaining capacity of the existing burial ground and an estimate is being prepared by the Churchwardens.
Meeting with Playdale: Playdale has not yet replied to the Council's question about the actual purpose of their request for a meeting about the equipment at the Jubilee Recreation Ground. New dates will be proposed when Playdale replies.

114.17 PLANNING POLICY AND STRATEGY:
Parish Council Membership of NP Steering Group: Further to the last meeting it was agreed that Cllrs. Mrs C Adams, A J Gable, J C Gregan and Mrs A V Heaviside are appointed as the formal Parish council Members of the Neighbourhood Plan Steering Group. Other Members may attend at any time, for example the Vice-Chairman and Cllr C L Atkinson have been attended regularly.

Next NP Steering Group Meeting: The Neighbourhood Plan Steering Group meeting arranged for 5 September was postponed until 10 October in the absence of the Chairman. The Vice-Chairman will take the Chair until the Chairman returns or another Member of the Group is willing to take on the role. Meanwhile the Group's planned website has been produced in draft.

115.17 PLANNING APPLICATIONS
Planning Decisions: The Clerk reported on the latest planning decisions of the District Council. MAL/17/00661 New gates and piers to existing entrance at Barradoura Beacon Hill, was withdrawn.
Latest Applications: Comments on planning applications received up to week ending 22 September 2017 were as follows:

FUL/MAL/17/00938 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/17/00947 First floor extension over existing attached garage. Rear dormer to form rooms in roof. 14 Hall Road – The Council has no objections.

HOUSE/MAL/17/00861 Proposed extension to rear first floor dormer bedroom. 3 Millways - The proposed development is not considered to be out of proportion to the plot and would not result in any detrimental harm to the character and appearance to the rural area. The Council recommends approval.

OUT/MAL/17/00968 Outline planning permission to alter and extend access drive, erect three houses comprising 2no. Two-storey houses and 1no. Bungalow, construct garage, lay out parking and turning areas, and form amenity areas. Land Rear of 60 To 68 Colchester Road - The site is clearly outside of the Great Totham North settlement boundary and intrudes into the open countryside as back-land development accessed only by a narrow track. As well as being in an area not intended for development under the saved polices of the Maldon District Replacement Plan it is contrary to the policies of the approved Maldon District Local Development Plan.

The proposal would not constitute sustainable development. Great Totham North is a discrete settlement away from the main centre of Great Totham South, with its School and one general store/Post Office some 1¼ -1½ miles away and there are no interconnecting footways. The erection of three additional dwellings remote from community services and essential support facilities and with public transport limited to a single bus service, would represent an unsustainable form of development and would therefore be contrary to policies of the Local Plans mentioned above and

Government Guidance contained in the National Planning Policy *Framework*.

The site is located off a busy main distributor highway being the principal link between the Maldon District and Colchester and beyond, and soon to have increased traffic arising from planned large developments around Maldon, especially to its north. The point on the highway providing access to the track leading to the proposed development would be at a single turn-off already serving six properties. Because of high traffic volumes on the road, turning from the south (a right turn) frequently requires waiting because of on-coming traffic, resulting in stationery vehicles. The road here has bends on either side and sits low on the slope of a hollow trough between close contours, all of which conspire to restrict visibility for drivers approaching from either direction, making access to the location a high risk. The Council recommends refusal.

WTPO/MAL/17/00973 TPO 12/95 - T1 Oak - Crown lift by 5m maximum, diameter cut by 4cm maximum, prune back outstanding limbs by up to 1m, prune over roof by 1m. T2 Oak - Crown lift The Oaks Mount Lodge Chase -. The Council is guided by and supports the Maldon District Council Tree Officer's recommendation.

COUPA/MAL/17/00981 Notification for prior approval for a proposed change of use of agricultural building to a dwelling house (Class C3), and for associated operational development. Barn At Great Mountains Farm Colchester Road – The Council has no comment.

FUL/MAL/17/00995 New two bedroom cottage with garage. Land South of Wesley Cottage Totham Hill Green. The Council raises no objection but has some concerns about the narrowness of the public highway at the location; and the security and integrity of the adjacent Totham Hill Green, which is registered under the Commons Registration Act 1965, and is under the stewardship of the Great Totham Parish Council which may take such steps for the protection of the land against unlawful interference as could be taken by an owner in possession of the land. Conditions should therefore be attached to the planning consent to take these matters into account both during the construction stage and in the long term.

In respect of the public highway; the width of the road is, in part, such that only one car can pass so no parking is available on the adjacent highway or allowed on the adjacent Green. The road is also used by coaches and farm vehicles. It would therefore be appropriate to include the Maldon District Council Standard Conditions J3 to ensure adequate parking is available on the plot before occupation of the proposed dwelling.

In respect of Totham Hill Green; the positioning of the vehicular access as shown on drawing number 1603/03 which accompanied the application should be adhered to and no re-positioning should take place or additional access created which encroaches on the Green.

In considering both the narrow highway and Totham Hill Green; Maldon District Council Standard Conditions V8 should be included to the effect that no development shall take place, including any works of demolition, until a Construction Method Statement has been submitted to, and approved in writing by the Maldon District Council. The approved Statement shall be adhered to throughout the construction period and shall provide for:
• The parking of vehicles of site operatives and visitors

• Loading and unloading of plant and materials
• Storage of plant and materials used in constructing the development
And such methods will exclude any use of Totham Hill Green [for convenience a map extract showing the extent of Totham Hill Green with the boundaries marked in green accompanies these comments].

OUT/MAL/17/01021 Outline planning permission for the demolition of existing single storey bungalow and outbuilding and erection of replacement two storey dwelling house and car port. Wurono Maypole Road – The Council raises no objection recommends approval in outline.

OUT/MAL/17/00807 Change of use of a greenkeeper workshop and tool shed to a bedroom with ensuite bathroom, dwelling unit for paying guests. Workshop Forrester Park Golf And Tennis Club Beckingham Road – The Council recommends approval in outline, subject to the submission of a detailed plan, as the proposed development would not result in any detrimental harm to the character and appearance of the area or have any significant loss of amenity to adjacent residential occupiers, or impact on the highway. The development would provide much needed additional accommodation for visitors and bring additional economic growth to the local economy. Conditions should be attached and monitored to limit the accommodation to use in connection with the Golf Club.

HOUSE/MAL/17/01039 New gates and piers to existing entrance. Barradoura Beacon Hill Great Totham – The Council recommends approval as its objections to an earlier application have been addressed.

RES/MAL/17/01041 Reserved matters application for the approval of appearance on approved planning application OUT/MAL/15/00057 approved on appeal APP/X1545/W/15/3138864 (Outline application for the erection of one new dwelling) Land Rear of 61 Broad Street Green Road Great Totham – The Council has no comment.

LDE/MAL/17/01044 Claim for a Lawful Development Certificate for an independent residential dwelling. Annexe 61 Broad Street Green Road – The Council can confirm as a matter of fact that the building has been occupied.

For Information Only: PDE/MAL/17/01046 Construction of new conservatory to rear of property which would extend beyond the rear wall of the original house by 4.205m, height to the eaves would be 2.28m and the maximum height would be 3.578m. 24 Harvey Road – Noted.

For Information Only: NMA/MAL/17/01075 Application for non-material amendment following grant of Planning Permission of HOUSE/MAL/16/01037 (Two storey side extension to dwelling incorporating existing single story element) – Noted. Amendment sought: Application to render the top of the extension in lieu of cladding. 32 Broad Street Green Road – Noted.

116.17 FINANCE:
External auditors report for 2016/17: The completed external auditors report for 2016/17 was received from PKF Littlejohn. The report states that the Council has met legislative and regulatory requirements and there are no other matters to draw to the attention of the Council.

Provision of litter and dog waste bins: Cllr J V Keyes is taking this matter up with the Maldon District Council and in his absence the subject will be taken forward to the next meeting.
Survey on Council Tax support: A news release on a forthcoming survey on the £3m cost of Council Tax Support was received. Funding should not be through the Council tax itself but as a benefit from Central Government. To mix it with Council Tax leads to confusion. However, as a principle, low income households should not be adversely affected by any changes to the Council Tax Support Scheme.
Essex & Herts Air Ambulance: A letter was received from the Essex and Herts Air Ambulance asking for financial support. It was thought that whilst Members may give personal support it is not appropriate to use Parish Council money for the purpose.

Confirmation of Payments: Cheques were confirmed for:

Amount (£)	Payee	Service
120.00	PKF Littlejohn LLP	External Audit 2016/17
165.00	J B Spooner	Supply & install 2 wooden posts and 1 steel drop down post at Bull Green
444.00	C R Potter	Salary/allowance

117.17 AMENITIES
Report of the Chairman of the Committee: Cllr C L Atkinson reported on various Amenities matters:
(i) Grass cutting – In the service check on the mowing contract it was found that some areas are not cut adequately due to overhanging vegetation. When hedge cutting work is complete a meeting with a representative from the Maldon District Council will be requested.
(ii) Playground Inspections – Cllr Atkinson has studied the inspection reports which show there is nothing serious to remedy. He has carried out some small repairs to the playground fence.
(iii) Tree work - at the Jubilee Recreation ground overhanging a garden. A meeting is arranged with a contractor to obtain advice and a quotation for work required the following Saturday.
(iv) Den at Heybridge Pit The den now seems abandoned.

His report was received and adopted.

Jubilee Recreation Ground: Cllr Mrs A V Heaviside reported a raised concrete slab and a bramble at the pedestrian entrance. Cllr Atkinson said he would inspect this the following day.
Dog Fouling: A complaint of dog fouling at the Jubilee Recreation Ground was received and it was also noted that fouling occurs at Bull Green. It was agreed that this cannot be tolerated and we need to find out who is responsible. Cllr Mrs A V Heaviside will place a note in the Parish Magazine. We could also ask the Enforcement Team to make some checks. Cllr Atkinson has placed more notices and will place some extra ones. We also need some additional dog waste bins.
Football Club: The Beacon Hill Football Club has sent a draft agreement for its use of the Jubilee Recreation Ground by Beacon Hill Football Club. Some amendments were agreed and these will be forwarded to the Club.

118.17 HIGHWAYS AND TRANSPORTATION

Localism Rangers Work: There were no requests. Highway faults reports have the following status: Braxted Lane /Colchester Road dirty finger post – awaiting inspection; Overgrown vegetation on verge near sewage pumping station, Maldon Road - awaiting inspection; Missing signs in Maypole road on approach to Captains Wood Road junction – not requiring immediate action. Will be considered for inclusion in future planned works.

Road Name Signs: Road name sign faults at mountains road and Colchester Road were re reported to the Maldon District Council.

Temporary Traffic Regulation Order: A Temporary Traffic Regulation Order was received and noted for the closure of Captains Wood Road, due to commence on 20th November 2017 for 5 days. The closure is required for the safety of the public and workforce while UK Power Networks undertakes new electrical connection.

Bus Service Change: A Bus Service Change was noted from 27 August 2017: Regal Service 75M (Maldon - Colchester) -Sat evenings after 18.45 The evening journey of this service will be withdrawn. However First Buses will operate evening's journeys from Maldon to Colchester at 18:32; 19:13 and 20:18 and a journey from Colchester to Maldon at 19:15

Bull Green Layby Long Term Parking; A vehicle advertising "Cars Wanted For Cash" has now been removed after reporting it to the abandoned cars team at Maldon District Council. A second vehicle is still there and has a valid MOT certificate and is taxed so is not abandoned. It was reported as an obstruction to the Essex county Council but no further action will be taken.

Bull Green Layby Parking Restriction: A request to the South Essex Parking Partnership for a parking restriction at Bull Green Layby resulted in an application form which requires a petition. A question will be asked about whether this is necessary since we are a local authority making the request.

Highways Service improvement questionnaire: A Highways Service improvement questionnaire was received but has ambiguous questions which Cllr R L Bass will take up with Mr Roe.

119.17 COMMUNITY POLICING, SAFETY AND REGULATION

Speedwatch Report: Cllr C L Atkinson reported on recent Speedwatch activity.

Local Enforcement Officers: A trial use of the Local enforcement Team on parking in Hall Road resulted in some advice being given but no prosecutions were appropriate as there are no parking restrictions in place. The Team were called to Walden house Road to a partial obstruction of a drive and took photographs for future use.

It was agreed to ask the Team to look at dog fouling. Also the team can now provide a Trucam Speed Cameral Service and it was agreed to ask for Totham North and South to be monitored. The Maldon Team will work in conjunction with our Speedwatch Team.

120.17 REMEMBRANCE.

Remembrance Service Sunday 12 November 2017: The Clerk has discussed with Mr Roger Allen (Churchwarden) and Mrs Karin Mann from St Peters Church changes necessary for the Annual Remembrance Service usually held at 3.30pm on Remembrance Day at which the Parish Council usually provides readers. The Church also has a similar service as part of its regular morning service, re-timed to suit, and which this year will start at 10.45 am.

A change is necessary for two reasons. 1. St Peter's and the neighbouring churches are undergoing organisational changes, with shared clergy and different ways of operating, and would find it difficult to "staff" a separate afternoon service and; 2.The Salvation Army Band which usually plays at the afternoon service are finding it increasingly difficult to commit themselves due to their small and aging number. An additional point recognised by the Parish Council is the diminishing congregation at the afternoon service.

The solution discussed is that the afternoon service ceases and the morning service, which includes the Act of Remembrance, gives the Parish Council has a strong role including providing readers for the two lessons and the recalling of names of those who gave their lives in the service of their Country. The Chairman will lay a wreath.

It was unanimously agreed that these arrangements are confirmed as the pattern for this and future years.

Remembrance Sunday 11 November 2018 The arrangements for the morning service will take place as above covering both World Wars as usual.

However, 2018 is the centenary year of the Armistice and end of the First World War (The Great War) and an event called *Battle's Over – A Nation's Tribute 11th November 2018* will take place, involving the firing of Beacons, to which the Council has already signed up.

In the evening the Parish Council will light the Parish Beacon as part of the national and international commemoration marking the end of the First World War 100 years ago. Plans have yet to be developed further but the Council would obviously want the Great Totham Churches to take part as they have on some other occasions. It was also agreed that we invite the Beacon Hill Parish Councils of Great and Little Braxted and Wickham Bishops to take part. Many people from these parishes usually attend the beacon lightings and it would be appropriate to commemorate and recall all the names of all those from the four parishes who lost their lives in the First World War.

It was unanimously agreed that these arrangements are put in place.

121.17 ANY URGENT BUSINESS AND FUTURE AGENDA ITEMS
There was no urgent business.

The meeting closed at 9.08 pm.