

MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON MONDAY 19 DECEMBER 2016 AT 7.30 PM AT THE VILLAGE HALL

Present: Chairman Cllr. J C Gregan.

Cllrs. Mrs C Adams, C L Atkinson, R L Bass, F A Delderfield, A J Gable, Mrs A V Heaviside and J V Keyes.

Apologies for absence were received from Cllr. B S Marshall.

153.16 MINUTES OF THE PREVIOUS MEETING

The minutes of the Meeting of the Council held on 21 November 2016 were amended to read "no objections" in the last line of minute 150.16, then confirmed and signed.

154.16 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.

The Chairman declared an interest in planning application WTPO/MAL/16/01379 below

155.16 PUBLIC QUESTIONS (Adjournment)

Three members of the public were present. A questioner asked if any Members of the Council had visited the site of a proposed development off Prince of Wales Road, to be considered later on the agenda. The Chairman advised that he had visited the area earlier in the day.

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

The Chairman reported on a notice about Christmas and New Year waste collections, Maldon District Council support for the Maldon Food Pantry, and Bus Passenger News. A copy of a letter about aircraft noise was received and noted.

Review of public involvement: Further to the discussion at the last meeting when the Chairman had produced a note (attached as annexe 1 to the minutes of the 21 November meeting and re-circulated with this agenda) suggesting changes in the way the Council conducts the public session. At present the public are invited to ask questions about the business of the Council. The matter was held over, as several Members were absent, for discussion at this meeting.

The Chairman asked each member for their views, which were mixed; following which Cllr F A Delderfield proposed that the Council should make no change to the present system and this was seconded by Cllr J V Keyes. On being put to the vote an equality resulted with three votes for and three against the motion, whereupon the Chairman cast against the motion.

The Chairman then said he would put the following three proposals to the Council. To resolve that in the public adjournment:

1 There is no requirement to address the Council in the form of a question. This was agreed by five votes to three.

2 In the case of individual planning applications, up to three minutes may be allowed for someone in favour and three minutes for someone against an application. This was agreed by five votes to three.

3 Other than in the case of planning applications a maximum time of ten minutes for each subject may be allowed. This was agreed by five votes to three.

Cllr R L Bass asked for it to be recorded that he voted against these three proposals.

It was confirmed that those speaking must be parishioners and noted that the Council must not let any interests which may be present compromise governance.

The Clerk reminded members of other mechanisms for public involvement which are in place. The public can (and do) write to the Council, including by e-mail at any time; the Annual Parish Assembly can feed into the Parish Council and, if the required number of parishioners make a request, a Special Assembly must be called. Also, from time to time the Council itself invites people to address the Council, for example a representative of the Cricket or Football Club

157.16 MATTERS ARISING FROM THE MINUTES

There were no matters arising.

158.16 PLANNING POLICY AND STRATEGY:

Neighbourhood Planning: The Clerk reported on further communications with Maldon District Council about how to engage with the Neighbourhood Planning Protocol and Michelle Gardiner at the RCCE who will be the person to continue to work with the Parish Council. The Council and Steering Group will need to call on the RCCE professional expertise to help organise the process of creating the plan, including developing an action plan, and run the first Steering Group meeting.

Under the Protocol the District Council is expected to contribute 50% of the RCCE charges of £250 per day. The Council will need help with the technical and legal aspects of the Neighbourhood Plan content and projections for this and RCCE and other costs are included in the draft estimates for consideration later on this agenda.

Steering Group: The Clerk has contact details for about twelve people willing to take part in the Steering Group and it was agreed that the Clerk should obtain dates from Michelle for the first meeting which will be concerned with the process. It was agreed that all Members would try to attend this.

159.16 PLANNING APPLICATIONS

Planning Appeals: Notice of two appeal hearing to be held together were received in respect of FUL/MAL/15/01200 Day nursery and dwelling at the Old Dairy, Broad Street Green Road and: FUL/MAL/16/00743 Land north of Poplar Grove Chase.

Application Withdrawn: It was noted that OUT/MAL/16/01034, Bungalow on land adjacent to 18 Totham Hill Green is withdrawn.

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 16 December 2016 were as follows:

Commenting on Applications

Further comments were expressed about having to give reasons for supporting applications and Cllr J V Keyes was asked to follow up the request made in at the October meeting to find out the implications of not giving reasons.

HOUSE/MAL/16/01326 Proposed extension to existing detached garage. 37 Eaton Way – The development would have no adverse effect on the surrounding properties and would not be detrimental to the street scene. The Council recommends approval of planning permission.

RES/MAL/16/01308 Reserved matters application for the approval of appearance, landscaping, layout and scale on approved application OUT/MAL/14/01231 allowed on appeal APP/X1545/W/15/3008834 (Proposed demolition of existing house and garage and the erection of 3 detached houses with garages.) The Warrens 56 Walden House Road – No comment.

HOUSE/MAL/16/01259 Erection of ground floor single storey rear extension with skylights and first floor extension over garage. Installation of air source heat pump. 9 Playle Chase - The development is of appropriate scale and would have no adverse effect on the surrounding properties and would not be detrimental to the street scene. The Council recommends approval of planning permission.

FUL/MAL/16/01267 Demolition of existing rear single garage. Construction of a 2 bedroom bungalow with a flat green roof over. Land Rear Of 18 Prince Of Wales Road - The proposed development would constitute inappropriate back-land development in an unsuitable locality and would overlook and be overlooked by neighbouring properties. It would also present a cramped and contrived appearance resulting in substantial harm to the character and appearance of the surrounding area. The access is via a long narrow track with the entrance on a blind bend in Prince of Wales Road, a busy linking route, and would result in unacceptable traffic hazards both during construction and in the longer term. The Council recommends refusal of planning permission.

FUL/MAL/16/01344 Vary conditions 5, 6 and 7 of approved application FUL/MAL/14/00608 (Change of use of land to residential. Erection of 2 no. 4 bed detached houses with garages and 3 no. 2 bed terraced houses and associated groundworks). Allowed on appeal (APP/X1545/A/2228764). Land Rear Of 76 To 80 Maldon Road – No comment.

FUL/MAL/16/01375 New single storey bungalow for residence by owner of land Land West of 6 Captains Wood Road Great Totham - The site is outside of the settlement development limits and the development would be contrary to Policy S8 of the submitted Maldon District Local development Plan. Furthermore, development in this location, close to a previously approved development, would have a cumulative impact which would intrude upon and adversely affect the intrinsic character and beauty of the countryside. The Council recommends the refusal of planning permission.

WTPO/MAL/16/01379 TPO 2/96 T1-T4 Oak trees - 4 metre reduction in height. Crown lift on road side up 5 metres. Totham Hill House 1 Totham Hill Green – The Council supports the views of the Maldon District Council Tree Officer. (The Chairman left the meeting and the Vice-Chairman took the Chair whilst this application was considered.)

LBC/MAL/16/01425 Enlargement of existing window opening to create new doorway. Beacons 4 Beacon Hill - The development is minor in nature and would have no adverse effect on the appearance of the listed building. The Council recommends approval of planning permission.

160.16 FINANCE:

Finance Working Group: The report of the Group comprising the Chairman and Cllrs. F A Delderfield and C L Atkinson who met on 12 December (note appended to these minutes) to advise on the 2017/18 budget and precept was received and noted. Revisions to the current year's estimates were agreed. The working party produced draft estimates for 2017/18. To maintain existing services and, according to the wishes of parishioners, allow for the creation of a Neighbourhood Plan the precept would need to increase from £12.36 to £15.36 for a Band D Household. The Working Party recommends that this increase is made in the expectation that the levy continues to be reviewed in following years

It was then **resolved** to levy a precept of £19,036 resulting in a Parish Council tax of £15.36 for a band D household.

Confirmation of payments: Cheques were confirmed for:

Amount (£)	Payee	Service
50.00	Friends of St Peter's	Annual Subscription
462.47	C R Potter	Salary/allowance £444.00 Stationery Items £18.47

161.16 AMENITIES

Report of the Chairman of the Committee: Cllr C L Atkinson reported on Amenities. There has been no more activity at the "Den" and Cllr Atkinson is watching it. It was thought that dog bins are needed at Mann's Chase and at The Jubilee Recreation Ground. The report was received and adopted.

162.16 HIGHWAYS AND TRANSPORTATION

Rangers Scheme: No further work was identified.

Lay-By at Walden House Road: It was noticed that vehicles are sometimes left in the lay-by all day and if this continues there may have to be restrictions placed on it.

Totham Hill Green: The Clerk is to ask the Local highways Panel for advice on damage to the corner and edge of the Green caused by vehicles.

163.16 COMMUNITY POLICING

Speedwatch Update: Cllr C L Atkinson had also reported that checks are continuing.

164.16 ANY URGENT BUSINESS AND FUTURE AGENDA ITEMS

There were no items raised

The Chairman invited Members to the Compasses following December meeting.

The meeting closed at 9.25 pm.

Finance Working Group 12 December 2016 for Council 19 December 2016

The Clerk has tried to make the estimates clearer. Last year's actuals have been moved to the left so that the present and next year's columns are less cluttered. The precept boxes have been moved overleaf to allow a larger font. In the current year the approved estimates are the latest inclusive of any formal amendments.

There are several unknowns which make forecasting especially difficult at present. The timing and value of the burial ground purchase; the amount and timing of expenditure on the Neighbourhood Plan; and, to a lesser degree, the outcome of representations to Playdale on works at the Jubilee Recreation Ground.

General administration

The current year's lines are forecast to outturn on target or very close. Next year's amounts have been increased where necessary but the audit fee is shown as reduced as we should start to come under the lower value of the rules governing transparency and audit.

Amenities

In the current year grass cutting costs should be lower but hedge cutting is up due to extra work planned for the Jubilee recreation Ground. Values are shown next year as originally for this year. Although the issue with Playdale are still to be resolved the overall figure for Playground maintenance should be lower than originally planned and next year minimal following the work which Cllr Atkinson has organised over this and last year. An allowance is made in next year's estimates to refurbish the VE Day Seats throughout the Parish.

Non-Recurring

The Neighbourhood Plan (NP) line is reduced to reflect the likely expenditure in the last quarter on initial meetings and training for the Steering Group. The budget for next year is the average figure of £17,200 for a NP which is offset by a government grant of £9,000. Until the action plan is drawn up the timing of expenditure is unknown and part of the £17,200 may be spent in 2018/19. A supplemental grant from an additional provider may also be available. The line for the Jubilee Recreation Ground Entrances and burial ground are rolled over as realistically these major items will not be spent this year. No expenditure on Speedwatch is envisaged next year.

Income

This year the income is over estimate (figures to be adjusted by £71) due to a grant of £95 expected for the PDF software purchased last year in connection with the Transparency Code. Next year Interest and Rents should remain stable and when the above mentioned NP grant is factored in net expenditure will be just over £2,000 more than originally planned for the current year.

Precept

In the current year the government support grant was dropped by the District Council and the original planned budget required a transfer from reserves of £2,904 or £2.26 worth of Band D Household charge.

If the expenditure plan for next year is to be as set out, a precept of £19,036 will be required to leave a balance of just over £400. This would result in a Council Tax of £15.36 for a Band D Household, an increase of £3.00