

Minutes of Meeting of Earls Colne Parish Council
held in the Council Chamber, Village Hall 15th March 2023.

1. **PRESENT:** Cllrs., Mr. T. Calton(Chair); Mr. M. Jackson; Mrs. K. Kerslake; Mr. P. Kerslake; Mr. N. McKean; Mrs. J. Parish; Mr. R. Ranns; Mr. H. Street; Ms. E. Wilkin; District Cllr. G. Spray; County Cllr. C. Siddall and D. Hayns (Clerk);
2. **TO RECEIVE APOLOGIES FOR ABSENCE:** Cllrs Mrs. N. Spelling; Mr. P. Wall; District Cllr G. Courtauld.
3. **Notice from the Chair:**

It is with great regret that the Chair shared that Cllr Mr. P. Wall has had to resign due to ill health, the Parish Council sends all best wishes to Cllr.Wall and many thanks for the hard work and changes he has brought in during his short time leading the Village Environment Team.
4. **TO RECEIVE DECLARATIONS OF INTEREST: None**
5. **PUBLIC PARTICIPATION SESSION WITH RESPECT TO ITEMS ON THE AGENDA: None**
6. **TO APPROVE THE MINUTES OF THE FOLLOWING MEETING - PARISH COUNCIL MEETING 15th February 2023 - Approved**
7. **MOVED TO IN COMMITTEE**
8. **TO RECEIVE THE CLERK'S REPORT:** Report provided, detailing status of previous resolutions. Clerk provided an update on the following: -
 - Works on Village Tree Survey were taken forward. All works apart from those to the large oak on the Village Green by Tillwicks carried out. Chased on update for trees around Cala we did not look to take over. Clerk and VE Team to action. Carried forward
 - Vote on "Do you feel that the bus service through the village has suffered since covid" at the COOP 78 No and 366 Yes. Investigation on how we can take this forward. Clerk to carry forward to next meeting. Currently the box has not been put back into the Coop after the refit. To look at replacing, maybe in a more prominent place now we have evidence to be taken forward by the Comms Team and Clerk. Carried forward.
 - Clerk shared Queens Road closure past the Car Park notified by Essex Streetworks Team and shown on <https://one.network/> it was agreed that this area had been a big issue in the past and that those organising the roadworks should be contacted and situation clarified.
 - Roll out of Office 365 to Councillors has been underway and all now are accessing. Cost of £842.40 for account voted and approved.
 - Amenity Waste Vehicle – the clerk shared that there had been requests for resumption from 2 residents this week. And that there had been 4 requests last year. It was advised that there are few requests at the moment. It was decided not to take forward at the moment.
 - Community Litter Picks – Cllr Wilkin advised that free litter picking equipment and high vis had been received through the GreenHeart scheme and looking to take this forward

in the next couple of weeks. Clerk shared the details on the Street Cleaning Agreement with BDC and GreenHeart advising that organising Community Litter Picks are within this agreement.

- Community Speedwatch – Cllr Wilkin shared that training is booked for the 24th March at 10am and 3 sites have been assessed . Volunteers are required and we can take on up to 15. Cllr. K Kerslake did log on to Social Media during the meeting and reposted, and contacted school.

9. TO RECEIVE ANY UPDATES FROM OUR ECC COUNCILLOR.

- VAS at Church Hill. No updates at the moment.
- Potholes – clerk re-flagged the issues with the potholes at the end of Massingham Drive/Foundry Lane and Cllr Siddall confirmed that they are on the list of works, but those carrying out these pothole works have been involved with the snow and ice works so they were pulled across to that with the current bad weather.
- Drain outside of Fork Andles has been confirmed as a temporary repair.
- Clerk flagged issues with Highways website.
- Drain in Station Road – still no further forwards. But not an issue at the moment.
- Cllr Siddall confirmed that pavement works are to be included in the potholes next year.
- Ongoing pavement works could look to be funded by a joint venture with ECC. Cllr Siddall will keep us advised of application criteria.
- Essex have ploughed another 10 million into Road Repairs this budget.
- Highways Rangers are no longer to be funded by Essex and will be absorbed into BDC workforce.
- The True Cam VAS pilot is to be taken on by the Police Community Support Officers. It seems.
- Clerk flagged the drain at the Rec Club which is causing problems with bicycles and cars, clerk to share report log. Cllr Siddall confirmed that the drain at the end of Burrows Road has been repaired today.

10. TO RECEIVE ANY UPDATE FROM OUR BDC COUNCILLORS.

- Cllr Courtauld sent on an update advising that he had some feedback on the issues of disability access across the village. Suggestions would be:-
 - Rural prosperity Grant, min of £10k and max of £50k
 - PROW Officer at ECC Jason Botelho has helped other villages with similar problems .
 - Finally the PC may find ‘open spaces’ can be allocated to this as ‘community enhancement’ projects – S.106 Team advised that this has been raised and the gateways would have to be very close to the open space for this to be able to be accepted.
- De Vere Grove finalised layout of the road will not be a full application but a variation to the planning approval and has not yet been received by BDC.
- Brickwall Court, Foundry Lane unstable wall has been taken forward and resident is aware and in contact with BDC and happy going forward.

- Clarification on the ownership of the land allowing access to the surgery has been received and to be taken forward under the Planning section.

11. PLANNING:

a) Decisions reached were shared

Application No.	Location	Details	BDC Decision
22/03414	2 Burrows Road	Notice of intent to carry out works to trees in a Conservation Area - Sycamore (T1) - To reduce to previous points, on boundary to Burrows Road. Fir (T2) - To reduce christmas tree, on boundary to Burrows Road, by 2 - 3 metres at the top; thin out and reshape lower branches on garden side	Application Granted
22/03323	Colne Valley Golf Club, Station Road	Notice of intent to remove a hedgerow – Hedgerow and trees have disease as per survey	Application Granted
21/01570	90/90A High Street	Changes to fenestration to shop/flat frontage I refer to your representation(s) which was received in connection with the above numbered application, the contents of which were taken into account when determining the application. I write to inform you that after due consideration the decision is “Application GRANTED”. Please note that only the applicant has the right of appeal against the decision.	Application Granted
22/03341	122 High Street	Replace 4 No. rear windows with Georgian style wooden double glazed units	Application Granted

b) Current Applications

Application No	Location	Details	Parish Council Decision
23/00313	65 Burrows Road	Two-storey rear extension	No Objections

23/00481	Land At Earls Colne Industrial Park The Airfield Earls Colne	Non-Material Amendment to permission 18//02263/FUL granted 04.12.2020 for: Construction of a 2 storey office building (B1a and B1b), with ancillary Café at ground floor level, with associated access, parking, landscaping and open space. Amendment would allow Condition 13 to be amended to enable the formation of access	No Objections
21/02719/F UL & 21/02720/L BC	The Castle PH, 77 High Street	Change of use of Public House (Use class Sui Generis) to 1 x 2 bed, 1 x 3 bed and 1 x 4 bed residential units, and erection of 1 x 3 bed and 1 x 4 bed dwellinghouses in rear car park (total 5 Use Class C3 residential units) with the provision of parking, including undercroft parking, amenity spaces and hard landscaping	It was agreed unanimously that we feel the initial responses on 16 th December 2021 still apply.
23/00362	Land At, The Airfield, Earls Colne	Application for approval of reserved matters (in respect of layout, scale, appearance, access and landscaping) pursuant to application 21/03483/VAR for: Removal of Condition 18 (Maximum finished height) of permission 17/01157/OUT granted on 25/11/2019 for: Outline planning application with all matters reserved for the erection of up to 10,220m ² of B1, B2 and B8 employment floor space relating to the development of part of the southern parcel of the site for two buildings to provide B8 floorspace.	No Objection
23/00480	1 Church Hill	Single storey side extensions to pool plant room and garage	No Objection

c. Area of land between Persimmon (Charles Church) development and The Castings.

- **Contact for owners has been provided by BDC and it was decided that we should try at least to engage to see if we can move this forward for access to the surgery.**

11. ACTIONS TAKEN SINCE LAST PARISH COUNCIL MEETING THAT WERE NOT ON THE AGENDA

- S.106 and Open Spaces Plan; Extra amendments to Open Spaces Plan added after the meeting with BDC on 24th February last.

<p>Description of the Improvement required (e.g. Improvements to open space access / Improvements to play area / Purchase of land for Public use etc.)</p>	<p>Zip wires, Skateboard facility and outdoor adult exercise equipment. All weather cycle paths between Earls Colne and surrounding areas: Airfield, Halstead, Coggeshall, Colne Engaine and Marks Hall. Installation of Incredible Edible Planters throughout the village. Planters and trees added throughout the village including enhanced planting and planters in the triangle planter on Park Lane/Church Hill and <i>planters and planting along High Street/Halstead Road</i>. Replacement seating.</p>
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12. Electric Vehicle Update

- It was shared by Cllr Street that the solicitor is taking this forward and they have advised:-
 - BDC can either agree to the letting of the bays or they will buy them back from us for £1
 - Further they can ask for half of the income on these bays even if they do not wish to buy them back.
 - We are awaiting clarification from BDC.
 - Plans showing the correct bays at Queens Road are now received.

13. Strategy Day/Coronation /Coronation

- Date booked in for Strategy Day on Weds 12th April at 6pm
- Coronation Team it was shared that the Rec are holding a “May Day”. The Con Club are not planning any large function in line with the requests from the royal household. The Museum Team have shared that they are happy to get involved with some displays of previous coronations within the village.
- Election May the 4th Clerk shared Calendar Dates to bear in mind and will upload

14. Communications Team Update

- Instagram account launched
- Facebook page posts increased
- Office 365

15. Finance and Asset Management Team Update

- Closure of earlier financial year (in Scribe) needs urgent attention.
- AGAR report?

- CCR non-electrical works quote needs to be agreed and actioned.

16. Village Environment Update

- Gate at Allotment at Newhouse Road has been replaced with a new galvanised gate by Hull Fencing and the both the allotment team and VE Team are happy with installation now and approve payment of £582.00. The S.106 Team at BDC had reviewed the quotes and confirmed they were happy with this going forward.
- New Community Worker has started. 1st of February 2023. We welcome Paul Southgate to the Team.
- Rebuilding of Flowerbed at War Memorial costing has been sought for sleepers – scheme to be approved with the WI – currently looking at around £250 for hard landscaping, works to be done by Community Workers.
- Russel Haythorpe – cover for Community Worker leave before full team in place £350. Voted and approved unanimously.
- Details on possible cost and installation of CCTV within the Queens Road Car Park shared and it was agreed that the team should take this forward and look into it further.
- New Slow signage for the Electric Vehicle was shared and approved. Cost of £60 + VAT. Voted and approved unanimously.

17. Village Hall Team Update

- Render at the front of the hall is still an issue – initial quote received. Action taken by the VH Team to request further quotes.
- Pothole at the front of the hall worsening. Village Hall Team to liaise with the Village Environment Team on solving in house.
- Decoration to foyer ongoing – Village Hall Team to liaise with the Village Environment Team on using Community Workers
- Glass to the foyer and the Chamber office again flagged as needing replacement by safety glass
- Youth Team had approached us about running classes on cyber bullying and online grooming from the village hall with Essex Youth Services assisting. Approved Clerk to confirm.
- Move to waterless urinals suggested as we have issues with current system. Agreed this should be looked into for full background.
- Mr Lynham attended to go over the current Caretaker offer at Village Hall. The suggestion was made that:-
 - There should be an Admin Role who should:-
 - take forward the running of the booking system
 - Encouraging hirers
 - Engaging contractors for works
 - Actioning the maintenance and health and safety checks

- The caretakers role should be :-
 - Cleaning
 - Meet and Greet with hirers/open and close before/after use
 - It would be a good idea to share the role as covering 7 days is just not viable for one team. This would assist to share the load and to cover holidays and sickness.
- Barsandannic – cover for the caretakers role while on leave voted unanimously
- TNT Guttering – confirmation that clearance of the guttering should be taken forward for the hall annually.

17. Neighbourhood Plan and Planning Team

- Decisions Navigus Inception Meeting and Support £966.60 payment to be made out of grant. Voted Unanimously
- Essex Wildlife Trust to be engaged to assist with the Section 10 Enhancing Wildlife section of the NP. £2000 from budget and £500 from reserves to be used for the report. Voted unanimously

Meeting ended at 10.20 pm
