MINUTES

COLNE ENGAINE PARISH COUNCIL

Parish Council Meeting held on Thursday 10th February 2022

Present: Cllr.L.Orrow **Cllr.T.Everitt**
Cllr.P.Taylor **Cllr.A.Barnard**
Cllr.S.Dignasse
Clerk: Mrs A Crisp

County Councillor: C Siddall **District Councillor: G.Spray**

1. **WELCOME & APOLOGIES FOR ABSENCE**
Cllr.I.Messenger ; Cllr.N.Warwick

2. **DECLARATION OF INTERESTS**
Cllr.A.Barnard – Agenda Item 8.2.2 1 Mill Lane – Non-Pecuniary Interest as near neighbour; Agenda Item 8.2.5 Countess Cross Farm – Disclosable Pecuniary Interest has a rent arrangement with applicant-withdrew from participation and voting on this item.
Cllr.T.Everitt – Agenda Item 9 Football Club – Non-Pecuniary Interest as near neighbour.

3. **PUBLIC PARTICIPATION SESSION WITH RESPECT TO ITEMS ON THE AGENDA**
No members of the public present.

4. **UPDATE REPORT FROM COMMUNITY SPECIAL CONSTABLE TOWNSEND**
Apologies for absence received, confirmed 16 hours policing last month.

5. **DISTRICT & COUNTY COUNCILLORS, IF PRESENT, TO ADDRESS MEMBERS**
Apologies – District.Cllr.Courtauld
District.Cllr.G.Spray – BDC Budget- Full cabinet meeting held 7th February proposals to be ratified 21st February. Proposed increase in council tax of 2.68% equivalent to £189.63pa for Band D property, increase less than 10p per week. Is first increase for a number of years and still sees a shortfall of £92,597 which will be covered from general fund. There will be some cuts but not in frontline services. District councillor grant scheme will be reduced to £1250 per councillor for 2022.Any money not spent from 2021 can be carried forward to 2022 budget. Council Tax surplus will not be shared with town and parish councils in 2022 resulting in £197,720 saving for BDC, to be reviewed in 2023. Cllr.Spray has put forward a proposal to increase staffing levels within Planning Enforcement to increase capacity and improve performance of section. BDC investing in new technology within waste vehicles and further improvements to public parks & playgrounds owned by the district council.

County Cllr.C.Siddall – ECC Budget- Proposals approved. Council tax will be increased by 4.49% equivalent to £60.21pa (£1.16pw) per Band D property. This includes a 2.50% increase for Adult Social Care, which provides for 19,000 adults in Essex. Over 40% of ECC budget allocated to adult social care. An additional £2m is committed to Highways for pothole repair. The choice was either to increase council tax or make cuts to services. Councillor grant scheme of £10kpa is continuing but 50% of the budget must be allocated to projects which meet climate action criteria.

6. **MINUTES OF PREVIOUS MEETING**
Councillor Orrow proposed the minutes of the Parish Council meeting held on the 10th January 2022 were adopted as a true and accurate record, seconded Cllr.Everitt. Vote in favour – Unanimous.

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7. FINANCIAL MATTERS

a) Financial statements for January 2022
b) Approve reconciliations of both bank accounts
c) Budget information
d) Review earmarked reserves Items 7a-d deferred to March meeting

e) Bank Payments – see separate schedule (Appendix 1)
Cllr.Orrow proposed Cllr.Everitt would enter payments to on-line banking & Cllr.Barnard would authorise. **Carried**.

8. PLANNING

8.1. Application Decisions

8.1.1. *21/02239/HH Moors Farmhouse, Brickhouse Road, Colne Engaine*. Granted 13.1.2022.

8.2. New Applications

8.2.1. *21/03640/HH 13 Crossways, Colne Engaine* *Single storey rear and two storey side extension, together with the creation of new front steps and retaining wall.*
Cllr.Everitt proposed the council object as there was inadequate parking provision which would have an adverse impact on roadside parking.
Cllr.Barnard counter-proposed the council raised no objection provided 2 parking spaces remained at the property. After discussion the counter proposal was withdrawn.
Cllr.Everitt's original proposal was seconded by Cllr.Orrow. Vote in favour – 3, Against – 1, Abstention – 1. **Proposal carried.**

8.2.2. *22/00026/ELD 1 Mill Lane, Colne Engaine*. *Application for a Certificate of Lawfulness in relation to the extension at 1 Mill Lane*
Planning papers unclear, further information required from planning officer. The council resolved that upon receipt of additional detail the council would take a vote via email to decide the council's response unless it considers there to be a need for further public consultation.

8.2.3. *22/00123/HH Abbotts Shrub, Halstead Rd, Colne Engaine.* *Conversion of stables to changing rooms and sauna ancillary to the existing swimming pool*
Cllr.Everitt proposed the council response "no objection, no comment", seconded Cllr.Barnard. Vote in favour – Unanimous.

8.2.4. *22/00132/FUL Brook Farm, Station Road, Colne Engaine.* *Change of use agricultural land to residential*
Cllr.Orrow proposed the council respond "no objection, no comment", seconded Cllr.Dignasse. Vote in favour – Unanimous.

8.2.5. *22/00198/FUL Countess Cross Farm, Countess Cross, Colne Engaine.* *Erection of two storey 5 bed detached dwellinghouse with detached single storey ancillary outbuilding, including parking and amenity space, following demolition of agricultural building & outbuilding, previously granted prior approval for a residential building under Class Q.*
Cllr.Everitt proposed the council object to the new design as it is out of keeping with and detrimental to the character of the rural landscape. Seconded Cllr.Dignasse. Vote in favour-Unanimous.

9. FOOTBALL CLUB – Report provided by Cllr.Barnard in absence of Cllr.Warwick. Informal advice sought from Ellison's Solicitors to understand the legal process and associated costs for breaking a lease agreement. Cost for formal advice and undertaking work approx.£1500. More quotes to be obtained before proposal made to proceed with action. Investigating cost of converting to a proper playing surface to help inform a future decision on whether to create a sports pitch or leave as a grassed field.

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10. **RECRUITMENT AND APPOINTMENT OF NEW CLERK & RESPONSIBLE FINANCIAL OFFICER** – Cllr.Orrow advised that one application had been received to date and an interview will be organised with Cllrs.Dignasse & Messenger.

11. **STREET LIGHTING CONTRACT** – Renewal 5-year contract received from A & J Lighting Solutions @ £48.24 per month, to include annual maintenance and cleaning for 26 street lights, plus £80 call out charge. Cllr.Orrow proposed the contract is accepted, noting there are no other alternative providers of a similar service. Seconded Cllr.Taylor. Vote in favour – Unanimous.

12. **BOOSES GREEN** – Re-wilding arrangements for 2021 were well received (see Appendix 1 Officer Reports for full details). Cllr. Barnard proposed the same arrangements are made for 2022 with metre wide paths mown to encourage local community involvement. Seconded Cllr.Taylor. Vote in favour - Unanimous.

13. **NEW CAR CHARGING POINT** – Carried forward to next meeting

14. **APPOINTMENT OF INTERNAL AUDITOR** – Two quotes received; a third quote has not been forthcoming. EMASquared £270 inclusive of VAT. Aware of other local parishes using this service; M J Baker Accountancy £150.00. Cllr.Orrow proposed the council adopt EMA Squared as internal auditor for 2022. Seconded Cllr.Dignasse. Vote in favour - Unanimous

15. **HIGHWAYS** – Elms Hall Road – Cllr.Siddall advised that the Quiet Lane status was still being verified but committed to check on latest position.
Pebmarsh Road – Concerns raised regarding recent pothole repairs, in particular at one corner where the edge falls away by approx.4inches only half the area has been repaired. Cllr.Siddall to follow up on works cross-referencing reported problems.
Station Road – Ditch on station road has been cleared and a request made for Highways to clear the roadside area of the ditch. Cllr.Siddall has followed up.

16. **TO RECEIVE CHAIRMAN'S BRIEFING, CLERKS REPORT & COUNCILLORS REPORTS**
Cllr.Taylor - asked the council to consider planting a tree to mark the Queen's Platinum Jubilee – Agenda item March meeting
Cllr.Everitt - referred a parishioner enquiry regarding a footpath in Station Rd, to County.Cllr.Siddall.
Cllr.Dignasse – To check recent play equipment repairs and new sign are in order.
Cllr.Barnard – See Officer Reports & Agenda Items 12 & 18
Mrs A Crisp, Clerk – shared experience from work with other parish councils and ideas for CEPC to consider for the future. Presentation pack left with councillors for information.

17. **PERSONNEL** – Village Maintenance Worker- New system for lodging timesheets in council post-box is working well.

18. **GOAL NETS ON RECREATION GROUND** – New nets now installed and thanks extended to County Councillor Siddall & District Councillor Spray for their funding support. The facility is being well used which has led to a reassessment of the original plans to remove nets each night. (See Appendix 1 Officer Reports for full details) Cllr.Barnard proposed that the nets are now left attached to the goals overnight, albeit rolled up onto the crossbar, subject to an effective rota of parents ensuring this arrangement is effectively maintained. Seconded Cllr.Dignasse. Vote in favour - Unanimous

19. **FUTURE AGENDA ITEMS**
New Car Charging Point
Google Drive
Football Club
Platinum Jubilee Tree

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20. DATE FOR NEXT MEETING

Thursday 10th March, 8pm, Colne Engaine Village Hall

Meeting closed at 10.12pm

Signed.......... **Date** 10th March 2022

Appendix 1 - Colne Engaine Parish Council February 2022 Payments

Direct Debit SSE Southern Electric - January	£116.60
Direct Debit SSE Southern Electric - February	£98.21
Direct Debit SSE Southern Electric - February	£24.34
Payroll	£359.42
Mortimer Contracts Limited *Vegetation cut back on lower recreation ground*	£210.00
Mortimer Contracts Limited *Remove & disposal of old football goals + installation of new goals*	£180.00