

STOCK PARISH COUNCIL

Clerk – Lorraine Green

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MINUTES OF THE MEETING HELD ON MONDAY 23RD SEPTEMBER 2013 AT ROYAL BRITISH LEGION HALL, COMMON ROAD, STOCK AT 7.30PM.

Present: *Cllrs, Millernas, Woodward, Johnson, Finch, Fenwick, Rilstone, Lee and Cooper*

Minute Secretary: *Mrs Lorraine Green*

In The Chair: *Cllr. Fairman*

Also Present: *2 Members of the Public*

		ACTION
2970.	<p>DEMOCRATIC TIME.</p> <p>Bill Wright of Silver Swan Homes came to talk about his proposed planning application for replacement of 23 Common Lane with a new dwelling. He advised that the property is semi derelict and he proposes to extend the garden and site and take some land from 10 The Paddocks which is another property he has built. Mr Wright has had pre-planning discussions with CCC. The garages are being moved of 23 and 25 Common Lane. Mr Wright has consulted with four neighbours. He will look at the drainage problem outside the properties in Common Lane. Mr Wright advised that he would be asking that smaller vehicles deliver the materials or that the vehicles park at the top of the lane and the material is walked down the lane.</p> <p>A parishioner advised that when the grass was cut in Smallgains Lane some of the marker posts had been broken and one is missing. Cllr. Johnson advised that there is also one broken in Well Lane. Clerk to report matter to Highways.</p> <p>The parishioner also asked for an update on speeding. The Chairman advised that the Parish Council are going to make a representation to the Highways Panel regarding speeding generally in the village.</p>	<p>CLERK</p> <p>JL</p>
2971.	<p>APOLOGIES FOR ABSENCE.</p> <p>Chelmsford City Cllr. Ian Grundy sent his apologies.</p>	
2972.	<p>MINUTES OF THE MEETING HELD ON 29TH JULY 2013.</p> <p>The Minutes of the Meeting, having been previously circulated, were then duly signed as a true record of events.</p>	
2973.	<p>DECLARING ANY PERSONAL OR PREJUDICIAL INTERESTS.</p> <p>Nothing to report.</p>	
2974.	<p>POLICE MATTERS.</p> <p>Cllr. Rilstone reported that there had been a robbery opposite his house.</p> <p>It was reported that there had been a break-in at Darling's property and construction materials had been stolen.</p> <p>Cllr. Finch reported that his Father's 5 bar gate had been stolen.</p> <p>Cllr. Millernas reported that another Defender had been stolen in Austen Close.</p> <p>Community Speed Watch - Nothing to report. Cllr. Lee advised that she had been promised some uniformed presence in the village.</p>	
2975.	<p>MATTERS ARISING FROM THE MINUTES.</p> <p>Potholes – Cllr. Millernas reported that School Lane is in the process of being repaired. Back Lane is not being done but is still on the list to be repaired.</p> <p>Bulb planting and sponsorship – Nothing further to report. Clerk to remove item from Agenda.</p> <p>Marigold Lane road surface –Nothing to report. The Clerk advised that it was on the list. Clerk to remove item from Agenda.</p>	<p>CLERK</p> <p>CLERK</p>

<p>300m/200m chevrons either missing or hidden on the B1007 on the left hand side as you come from the 60mph speed limit into the village from Chelmsford – Nothing to report. Clerk to chase matter with Highways.</p> <p>Buttsbury Bridge – It was reported that the bridge had been repaired. Cllr. Lee had made a representation to the Speed Review Panel together with Ingatestone and Fryerning Parish Council to try and convince ECC to put a speed restriction in place.</p>	<p>CLERK</p>
<p>Old metal lamppost by the Old Rectory is leaning and moving and has no lamp in it – Nothing to report. Clerk to chase matter.</p>	<p>CLERK</p>
<p>Village Litter Pick - Litter pick day to be held on 12th October at 10am starting on the Common. It was reported that the Scouts want to join in. Cllr. Woodward to order skip and Cllr. Fenwick to organise posters.</p>	<p>PW/PF</p>
<p>CCC Local Highway Panel – Nothing to report.</p>	
<p>CCC Play Schemes 2013 - Cllr. Woodward advised that 46 children attended the first event but there had only been 9 at the second event and 13 at the third which was very disappointing. It was therefore suggested that next year only two events are held.</p>	
<p>Parish Cleansing Days – The Clerk had been advised that all dates had been allocated so the team would not be able to visit the village this year. Clerk to remove item from Agenda.</p>	<p>CLERK</p>
<p>Drainage on Common – The work had started.</p>	
<p>Speeding – The surveys had been carried out which showed 80% speeding. Cllr. Lee advised that another camera is being put in again next week. Cllr. Lee and the Chairman are attending a meeting on 2nd October with Adam Pipe, Speed Reduction Officer, and the contractor who carried out the surveys to look at the results and see what best strategy will serve the village. Cllr. Lee advised that they were looking at 20mph speed zone and speed camera along with other ideas.</p>	<p>JL/NF</p>
<p>RCCE regarding Affordable Housing – After discussion, it was agreed that at this point in time the Parish Council do not wish to release any Green Belt land for affordable housing. Chairman to write back to RCCE.</p>	<p>NF</p>
<p>Protecting verge outside Windmill in Mill Lane – Cllr. Millernas reported that neighbours had telephone him advising that they do not want a bund. The Chairman advised that he proposed to re-grade and re-height the verge to stop parking on it as it was churned up and the drain had broken. Cllr. Finch advised that Bakers of Danbury had been working in this area and they normally reinstate and repair any damage caused.</p>	
<p>Advertising boards in the village - Cllrs. Fenwick and Lee had prepared a draft policy and leaflet. Clerk to circulate to all Councillors.</p>	<p>CLERK</p>
<p>Triangle at top of Whites Hill - Nothing to report.</p>	
<p>Assistance in village from Circles Farm – Cllr. Johnson said it had been an interesting visit to the farm and was very inspiring. She advised that the Farm were going to put up hanging baskets and will work on the pond and planting. They are happy to do anything that is suitable for 10-16 year old age group. It was agreed that the Councillors should think of things to be done except litter picking. The Farm had also agreed to put feet onto the kissing gate.</p>	
<p>Information board on the edge of Cygnet Woods – Cllr. Millernas to check if the board has been replaced.</p>	<p>JM</p>
<p>Installation of Speed Activation Sign at the Billericay end of the village on the B1007 – Cllr. Grundy dealing with matter.</p>	<p>IG</p>
<p>Play Area Inspections - The Inspections had been carried out and the Clerk had given The Chairman and Cllrs. Millernas and Woodward copies of the reports. It was agreed that another quotation would be obtained for the work identified as it seemed very expensive. Cllr. Woodward said that John Dixon and himself had carried out repairs in the past and Bob Hale could probably do some of the work. It was agreed that enquiries should be made to ROSPA.</p>	<p>PW</p>
<p>Litter on B1007 - The litter had been cleared. Clerk to remove item from Agenda.</p>	<p>CLERK</p>

	<p>Drains at the bottom of Smallgains Lane need to be jet blasted - Work been carried out. Clerk to remove item from Agenda.</p> <p>30mph Speed Sign on B1007 – Still outstanding. Clerk to chase matter.</p> <p>School Parent Parking Issues - Nothing to report.</p> <p>Replacement of rubbish bin next to the bus shelter – Cllr. Lee to deal with.</p> <p>Drains blocked in Back Lane – Clerk had reported matter to Highways. Cllr. Millernas said all drains had been marked white. Clerk to check tracking number to see the progress report. Cllr. Lee advised that the drain outside The Bear in Mill Road should have been cleared when the resurfacing was carried out. Clerk to check whether this was done.</p>	<p>CLERK</p> <p>CLERK</p> <p>JL</p> <p>CLERK</p>
<p>2976.</p>	<p>a) CPRE inviting Parish Council to the AGM which includes a guided tour of Thaxted Windmill, a talk covering its history and restoration and AGM. Cllr. Millernas to advise Clerk if he can attend.</p> <p>b) Essex Air Ambulance requesting a donation. Clerk to hold letter until November when donations are discussed.</p> <p>c) Lynn Roberts of CCC advised that the site at 10 The Paddock had been re-numbered 10 and 10A.</p>	<p>JM</p> <p>CLERK</p>
<p>2977.</p>	<p>PLANNING MATTERS.</p> <p><u>Planning Applications</u></p> <p>Application No. 13/01135/FUL. Single storey rear extension. Location: 2 Meadowgate, Stock. Applicant: Mrs J. Hamilton. The Parish Council had no comments to make.</p> <p>Application No. 13/01234/MAT. Material amendment to planning permission 12/01451/FUL. (Demolish existing house and replace with two, four bedroom, two storey residential dwellings) to create improved garden/private amenity areas to 23 and 25 Common Lane. Location: 10 The Paddock, Stock. Applicant: Silverswan Homes. The Parish Council had no comments to make.</p> <p><u>Results</u></p> <p>Application No. 13/00869/FUL. Construction of 1 no 4 bedroom dwelling. Location: Land South West Of Hillcroft, Marigold Lane, Stock. Applicant: Ms. Charmaine Syall. Refused.</p> <p>Application No. 13/00968/CLEUD. Residential Dwelling. Location: The Old Manor, Broomwood Lane, Stock. Applicant: Mrs Marina Brinkworth. Approved.</p> <p>Application No. 13/00703/FUL. Two storey side extension including 2 dormer windows to side elevation. Location: 2 Hereward Mount, Stock. Applicant: Mr Daniel James. Approved.</p> <p>Application No. 13/00988/FUL. Construction 1 no. 2 bedroom 2 storey dwelling and detached garage. Construction of new access to existing property and to proposed garage off Rumbles Green. Location: 28 Well Lane, Stock. Applicant: Mr Gerry Cuddigan. Refused.</p> <p>Application No. 13/00999/FUL. Demolition of existing conservatory and replaced with single storey rear extension. Location: 85 Mill Road, Stock. Applicant: Mr & Mrs N Mason. Approved.</p>	<p>CLERK</p> <p>CLERK</p>

	<p>Application No. 13/00948/FUL. Conversion of outbuilding to annexe accommodation including a single storey rear extension. Location: The Old Ale House, Leather Bottle Hill, Stock. Applicant: Dr & Mrs Andy Holman. Approved.</p> <p><u>Applications for Works to be carried out on trees in Conservation Area and trees that have Tree Preservation Orders.</u></p> <p>Application No. 13/05626/CAT. Leyland Cypress – eastern boundary – fell to ground level. Location: Orchard Cottage, 1 Birch Lane, Stock Applicant: E & M Design Partnership. The Parish Council had no comments to make.</p> <p><u>Planning Appeals and Decisions.</u></p> <p>Nothing to report.</p> <p><u>Tree Preservation Orders.</u></p> <p>Nothing to report.</p> <p><u>Planning Correspondence</u></p> <p>Planning contributions for local open space provision – CCC had credited the Parish Council’s bank account with £9,390.24.</p> <p>White Gates, Mill Road – The Clerk had reported the security lighting and the fact the building looks larger than its footprint to Enforcement.</p> <p>Concrete in ditch outside 14 Common Road – Cllr. Grundy dealing with matter.</p> <p><u>Urgent Planning Matters Not On This Agenda</u></p> <p>Nothing to report.</p>	<p>CLERK</p> <p>IG</p>																																												
<p>2978.</p>	<p>FINANCE.</p> <p>Cheques to be Signed -</p> <table border="0"> <tr> <td>101880</td> <td>£ 102.00</td> <td>Heybridge Publicity Ltd</td> <td>Fly tipping signs and registering Broadband to ECC and all people individually.</td> </tr> <tr> <td>101881</td> <td>£3,265.56</td> <td>C.R. Swift Landscaping Ltd</td> <td>Grass cutting March – July</td> </tr> <tr> <td>101882</td> <td>£1,355.69</td> <td>Mrs L.J. Green</td> <td>Salary 01.08.13 – 31.08.13</td> </tr> <tr> <td>101883</td> <td>£ 431.18</td> <td>HM Revenue & Customs Only</td> <td>PAYE and N.I.</td> </tr> <tr> <td>101884</td> <td>£69,120.00</td> <td>Chelmsford City Council</td> <td>Repayment of money inadvertently transferred to Stock PC’s bank account from CCC</td> </tr> <tr> <td>101885</td> <td>£1,355.49</td> <td>Mrs L.J. Green</td> <td>Salary 01.09.13 – 30.09.13</td> </tr> <tr> <td>101886</td> <td>£ 431.38</td> <td>HM Revenue & Customs Only</td> <td>PAYE and N.I.</td> </tr> <tr> <td>101887</td> <td>£ 140.15</td> <td>Mrs L.J. Green</td> <td>Expenses 30.07.13 – 23.09.13</td> </tr> <tr> <td>101888</td> <td>£ 240.00</td> <td>PKF Littlejohn LLP</td> <td>Audit Fee 2012/13</td> </tr> <tr> <td>101889</td> <td>£ 105.60</td> <td>Wicksteed Leisure Ltd</td> <td>Play Area Safety Inspections</td> </tr> <tr> <td>101890</td> <td>£ 29.00</td> <td>CPRE</td> <td>Annual Subscription Renewal</td> </tr> </table> <p>Transfers - On the 19th August 2013 £2,000.00 was transferred from Base Rate Tracker to Current Account. On the 23rd September 2013 £2,500.00 was transferred from Base Rate Tracker to Current Account.</p> <p>Clerk’s Salary – Cllrs. Fairman and Lee discussing Clerk’s salary and advised they would be having a meeting and would discuss the matter at the next main meeting.</p> <p>Audit of Accounts for 2012/13 – PKF Littlejohn, the external Auditors, had signed off the accounts. Audit closure notice to be put onto noticeboard.</p> <p>Chelmsford City Council had inadvertently credited the Parish Council’s bank account with £69,120.00. The Clerk had sent a cheque back to them for this amount.</p>	101880	£ 102.00	Heybridge Publicity Ltd	Fly tipping signs and registering Broadband to ECC and all people individually.	101881	£3,265.56	C.R. Swift Landscaping Ltd	Grass cutting March – July	101882	£1,355.69	Mrs L.J. Green	Salary 01.08.13 – 31.08.13	101883	£ 431.18	HM Revenue & Customs Only	PAYE and N.I.	101884	£69,120.00	Chelmsford City Council	Repayment of money inadvertently transferred to Stock PC’s bank account from CCC	101885	£1,355.49	Mrs L.J. Green	Salary 01.09.13 – 30.09.13	101886	£ 431.38	HM Revenue & Customs Only	PAYE and N.I.	101887	£ 140.15	Mrs L.J. Green	Expenses 30.07.13 – 23.09.13	101888	£ 240.00	PKF Littlejohn LLP	Audit Fee 2012/13	101889	£ 105.60	Wicksteed Leisure Ltd	Play Area Safety Inspections	101890	£ 29.00	CPRE	Annual Subscription Renewal	<p>NF/JL</p> <p>CLERK/SJ</p>
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2979.	<p>REVIEW OF STANDING ORDERS AND FINANCIAL REGULATIONS.</p> <p>It was agreed that in the Financial Regulations, under Budgetary Control, the figure the Clerk may incur expenditure on behalf of the Council should be raised from £250.00 to £1,000.00. All agreed Standing Orders and Financial Regulations should be re-adopted with exception of raising threshold figure. Clerk to make amendment and circulate both documents to all Councillors.</p>	CLERK
2980.	<p>COUNCILLOR/CLERK'S REPORT.</p> <p>Cllr. Millernas reported that the owners of 10 Swan Lane put in an application to have a stable in the field. One resident has reported that they can see the barn from their house. The barn is close to the road and has got glass panels and electricity which seems strange for a hay barn. Clerk to report the matter to Enforcement for investigation.</p> <p>Cllr. Millernas reported that the grass in Back Lane has not been cut for about six weeks so he had reported the matter to CCC.</p> <p>Cllr. Rilstone reported that the church car park needs resurfacing again as there are a lot of pits. Cllr. Fenwick reported that lorries are parking in the car park and unloading goods. He has taken photos. Cllr. Rilstone said the Parish Council should write to the company. Cllr. Fenwick suggested putting posts or hedges in to prevent lorries using the area. It was felt that this was not feasible. Cllr. Fenwick advised that lorries were parking in the car park overnight. Cllr. Finch advised that Highways vehicles use the car park. Chairman to look at site and Cllr. Fenwick to speak to Swift to obtain a quotation to resurface the car park. Cllr. Johnson suggested putting in kerbing. It was reported that two posts still need replacing after a parishioner knocked them down. It was agreed that the Parish Council would get the work done and give the lady who knocked them over the invoice to pay.</p> <p>Cllr. Rilstone reported that a lamp post in Back Lane is covered in ivy. Clerk to write to owner.</p> <p>Cllr. Johnson advised that the skip outside Moat House, by the entrance to the Bear in Mill Road, had been there ages. The skip is full to capacity. Clerk to write to owner.</p> <p>Cllr. Rilstone reported that the Heritage Centre wants to know how much storage the Parish Council will need.</p>	<p>CLERK</p> <p>JM</p> <p>NF/PF</p> <p>CLERK</p> <p>CLERK</p>
2981.	<p>DISCUSSION ITEMS.</p> <p>Small jobs to be completed around the village - Cllr. Woodward advised that Bob Hale had enough work at the moment.</p> <p>ECC Speed Limit Review – Nothing to report.</p> <p>Yellow lines in Village – A parishioner had suggested parking restrictions of no parking between certain times of the day. The Chairman asked the Clerk to write to Colin Barford and inform him that the Parish Council had been doing some early consultation work and would like to consider more yellow lines due to commuter parking. Cllr. Fenwick suggested putting a sign on the noticeboards advising people to park in the Village Hall Car Park and put notices on cars parking in The Square. Cllr. Fenwick to organise.</p>	CLERK/ PF
2982.	<p>RISK ASSESSMENT.</p> <p>Nothing to report.</p>	
2983.	<p>DATE OF NEXT MEETING.</p> <p>The next planning meeting will be held on Monday 7th October 2013 in Stock Village Hall and the next main meeting will be held on Monday 21st October 2013 in Stock Village Hall. Cllrs. Finch and Rilstone sent their apologies for the planning meeting and Cllr. Lee sent her apologies for the main meeting.</p>	
2984.	<p>CLOSED MEETING FOR OPENING TENDERS.</p> <p>Nothing to report.</p>	

The Chairman thanked everyone for coming; the meeting closed at 9.45pm.

Signed (CHAIRMAN).....DATE.....