

**MINUTES OF THE MEETING OF ROXWELL PARISH COUNCIL HELD ON
WEDNESDAY 13TH JANUARY, 2010 AT 7.30PM IN ROXWELL SCHOOL**

PRESENT:- C. Pavitt, M. Wallace, P.G. Evans, H. Hatcher, C. Philpot, M. Page, K. Brookes and Mrs K. Howlett

IN ATTENDANCE:- Mrs L. Green (Clerk)
2 Parishioners
Essex County Cllr. John Aldridge
Chelmsford Borough Cllr. Mrs Nicolette Chambers
PCSO Gina Bennett and PCSO Jo Harcourt

84. DEMOCRATIC 15 MINUTES

Cllr. Hatcher reported that the Wednesday Club had been enquiring as to when the Post Office will re-open. The Chairman advised that he had spoken to the Post Office but had not had a reply to his enquiry yet. CBC Cllr. Chambers had been advised that the Post Office will re-open very soon. Cllr. Howlett advised that a new computer system is being installed in the New Year to all Post Offices and that a man is being employed to run the Post Office and it will not be run by Christine. The Chairman advised that the news had been very sparse through the system and that Cllr. Aldridge had also been trying to help with the matter. Cllr. Brookes advised that the lease for the village shop was up for sale. Cllr. Wallace advised that the postmaster in the Moulsham Street Post Office had been offered the village Post Office but he would also have to take on the shop which he was not willing to do.

A parishioner, Roy Cumbers, enquired as to why the proposed affordable housing site behind Church Green was not suitable. The Chairman explained the reasons why and that in the last housing survey the allotments at Stonehill Road had been identified as the best site. Unfortunately, the PCC are not now prepared to relinquish the land as it is well utilised. The Chairman explained that the Parish Council had not been consulted before the CBC proposal and that CBC were now looking at the representations. CBC Cllr. Chambers advised that the proposal of the potential site had come from an individual owner of the site and that it was not an 'in-house' decision. She explained that the document was only a consultation document and it did not definitely mean that there will be housing built in that location. Cllr. Chambers vowed to give her full support as Borough Councillor to all planning applications. The Chairman advised that an advert had been placed in the Roxwell Recorder asking for anyone with housing needs to come forward but there had been no replies.

It was reported that there is a big hole, which is very dangerous, at the footbridge at the Mill. Chairman to report to ECC. At the footpath towards Tye Hall by the metal kissing gate the river has eroded into the point of the gateway. Cllr. Page advised that it was the Environment Agency's responsibility and the Chairman agreed to report the matter. Cllr. Page reported that at the footbridge that joins where the lakes used to be the rail has disappeared. Chairman to report to ECC.

85. APOLOGIES:-

Cllr Mrs A. Gilkes sent her apologies.

86. MINUTES OF THE MEETING HELD ON 11TH NOVEMBER 2009.

Cllr. Evans asked for the word 'to' to be changed to 'with' on page 2 paragraph 3. Also on page 2 paragraph 4 he asked the letters 'a and e' were removed from the word 'loathe'.

The minutes of the meeting held on 11th November 2009 were taken as read and the Chairman was authorised to sign them.

87. MATTERS ARISING:-

Nothing to report.

88. REPORT BY CHELMSFORD BOROUGH CLLR. MRS NICOLETTE CHAMBERS.

Cllr. Chambers advised that the A1060 will be cleaned up later in February but this may be delayed if there is bad weather. She advised that she had complained about the state of the road from The Fountain to Writtle. Cllr. Chambers advised that she will be holding her ward surgery on the 13th February between 11am and 12am in the Village Hall.

89. REPORT BY ESSEX COUNTY CLLR. JOHN ALDRIDGE.

Cllr. Aldridge enquired whether the village had any problems with the gritting that had taken place this year. The Chairman thanked Cllr. Aldridge for keeping the Parish Council updated on the highway matters during the snow and advised that he had put one of the notices up in the Post Office. The Chairman advised that the village are not officially in the gritting loop at the moment. Cllr. Aldridge advised that a number of issues had been raised regarding the gritting of pavements. ECC cannot justify gritting the pavements and also it would take too long. Cllr. Aldridge suggested that there may be specific areas to be cleared and asked whether if the grit was supplied and located in the relevant street whether the Parish Council would take responsibility to grit the specific areas. The Chairman said he could probably get somebody to do the work. It was agreed that outside the school was very dangerous. Cllr. Aldridge advised that he was currently seeking clarification on the legalities of the situation.

Cllr. Wallace reported that Highways were continually filling the same potholes when really the road needed resurfacing. He felt that the job was not being properly done in the first place. Cllr. Aldridge advised that this was currently being addressed by ECC. The Chairman advised that he had met with Louise Lockwood in October and they had looked at the pot holes. It was reported that some of the potholes are getting really bad. Chairman to reiterate how bad some of the potholes are and require urgent attention.

90. POLICE MATTERS

- a) **Speeding** - Minute 8, 28, 46, 66, 86,110, 9,30,49,68,85,108, 8, 24,43,64,82,104,8,26,44, 61,77,90, 8,24,36,49,63,77,1138,63,82,97,111,8,30,50,70,87,104,8,27,49 & 71.

The Chairman welcomed PCSO Gina Bennett and advised that she had taken over from PCSO Jon McDonald. The Chairman advised PCSO Bennett that PCSO McDonald had always tried to keep tabs on the vehicles coming into the village via Vicarage Road and Stonehill Road and enquired whether it would be possible for her to do checks during the day at various times. PCSO Bennett advised that she hoped to get involved with the community and keep the Parish Council informed of all events. PCSO Bennett reported that there had been three thefts since November. She also notified the Parish Council about a scam involving ringing old people. Three men had been arrested for stealing steel.

- b) **Changing 30mph speed limit near Dukes Manor** – Minute 63,77,11,38,63,82,97,111,8,30,50, 70, 87,104,8,27,49 & 71. - Nothing to report. Chairman to chase matter with ECC.
- c) **Parking in St. Michaels Drive** – Minute 104,8,27,49 & 71.

The Chairman advised that there had been no comeback from CHP since the survey. CBC Cllr. Chambers advised that CBC Enforcement had been out who advised that the situation looked pretty reasonable. A parishioner, Roy Cumbers, had notified Cllr. Chambers of all the problems again. The Chairman explained to PCSO Bennett that people were using the dropped kerbs and driving on the pavements especially between the bottom two greens. CBC have spoken to some people as people are worried about this. PCSO Bennett agreed to make a note of vehicles and go at different times and report.

- d) **Any Other.** – The Chairman advised that one young lad had been driving around the village on a motorised scooter during the holiday period. The Chairman had stopped him and told him what he was doing was illegal. The Chairman had not seen him since.

91. FINANCIAL MATTERS

a) Payments:-

£

Mrs L.J. Green	32.00	Backdated Salary Increase to 1.4.09
Essex County Council	30.00	Hire of School 20 th October and 11 th November 2009
Mr S. Pavitt	54.00	Recreation Field and Bus Shelter
Evans Garden Maintenance	108.00	Grass Cutting Toddlers Play Area
Roxwell Plumbing	54.05	Pavilion Maintenance
E-On	47.12	Pavilion Electric
Mrs B.M. Pavitt	68.40	Cleaning Sports Pavilion December and January and supplies
Fast Signs	155.69	New signage for Recreation Field
Mrs L.J. Green	504.53	Salary 01.12.09 to 31.01.10 (£408.00) and Expenses From November to January Meeting (£96.53)

The above payments were approved by the Parish Council.

b) Transfer of Funds

24.11.09 Transfer £1,000.00 from Business Reserve Account to Business Premium Account

c) Bank Balances.

The bank balances were as follows:-

Current Account - £ 1,313.17
Business Premium - £ 1,549.53
Business Reserve - £10,553.53

d) Appointment of External Auditor -.The Chairman advised that the Audit Commission had confirmed that for the next five years Wayne Rickard had been appointed with effect from 2010.

e) Any Other – Nothing to report.

92. PLANNING MATTERS & APPLICATIONS

a) STANSTED/M11 CORRIDOR STUDY –

b) SKREENS PARK FARM, SKREENS PARK ROAD – Retrospective application for change of use of farm building to provide stables. No Objections. **APPROVED.**

c) SHEPHERDS, SKREENS PARK ROAD - Retrospective application for new access. No Objections. **REFUSED.**

d) ASHTREE FARM, BOYTON CROSS –Change of use of site from car body repair workshop (B2, general industrial) to a tyre baling facility (use Class Sui Generis, waste management) with associated storage within the existing building. No Objections apart from this site should remain restricted. No Decision Yet.

e)CHALK END FARM HOUSE, FARMBRIDGE END ROAD - Retrospective application for repair and partial re-build of domestic outbuildings to form ancillary accommodation in connection with main dwelling house. No Objections. No Decision Yet.

f) SCOUT CAMP, SKREENS PARK ROAD - Removal of two timber buildings and storage containers and the erection of a new storage building and crew quarters. No Objections. No Decision Yet.

g) 5 VICARAGE CLOSE - Hornbeam (T1 2007/010) in front garden – lift sub lateral limbs to raise crown, crown thin by 15%, carry out tip pruning of upper crown; Goat Willow (T2 2007/010) – in front garden – lift sub lateral limbs to raise crown, crown thin by 15%, carry out tip pruning of upper crown. **APPROVED.**

h) ROXWELL QUARRY, CHIGNAL ST. JAMES – REFUSAL OF APPLICATION ESS/57/06/CHL. – Cllr. Philpot declared an interest. The Chairman reported that the refusal document had been corrected and a revised copy had been received.

- i) **ROXWELL LANDFILL, BRITTONS HALL FARM – ESS/02/09/CHL** – Cllr. Philpot declared an interest. The Chairman advised that the application had been approved.
- j) **PROPOSED TRAVELLER SITE** – Nothing to report. Clerk to remove item from Agenda.
- k) **AFFORDABLE HOUSING** – Cllrs. Evans, Hatcher and Wallace declared an interest. The Chairman advised that he had put an article into the Roxwell Recorder with a deadline for replies. Nobody had come forward as having a need and being interested in Affordable Housing. A resident, Hugh Dibbens, had asked a couple of points. The Chairman stated that this clarified the position that had been put forward to CBC. It was agreed that the Chairman would write another letter to CBC advising what has happened and advising that there is no need for Affordable Housing and as nobody has come forward the proposed site should be removed from the proposal document. It was agreed that there was no need now to carry out an Affordable Housing survey. CBC Cllr. Chambers advised that she would support the Parish Council at the next Policy Meeting.
- l) **MINERALS DEVELOPMENT DOCUMENT AUGUST 2009** – Cllr. Philpot declared an interest and was asked to leave the room. The Chairman reported that a letter had been received from David L. Walker advising that there had been some confusion over the documentation which stated that deals had been discussed with all three landowners and secured with two parties. Cllr. Philpot had denied that he had secured a deal and that it had been a mistake. David L. Walker advised that there had been a typographical error and that no terms had been agreed with H.R. Philpot & Sons Ltd. Cllr. Evans felt that the letter was dubious as it referred to an error of principal as a typographical error. He stated that although there had been no formal agreement a verbal arrangement had been made. Cllr. Wallace reported that Cllr. Philpot had already been to Newland Hall and made an offer to enable him to have right of way over their land. CBC Cllr. Chambers advised that she was on the Standards Board and left the meeting as the matter could involve her at a later date. Cllr. Wallace stated that Cllr. Philpot had gone against Parish Council policy. Cllr. Wallace advised that Cllr. Philpot had been told by the Parish Council that they would not approve any more applications for any gravel extraction but despite this he had still continued negotiations. Cllr. Wallace felt that Cllr. Philpot's reputation as a Parish Councillor had gone down and he was not doing the Parish Council any favours at the moment. Cllr. Evans stated that Cllr. Philpot was in serious breach of Code of Conduct for Councillors and suggested that the Chairman should seek advice as to what appropriate action could be taken. The Chairman advised that he had spoken to the Standards Board last year regarding Cllr. Philpot's involvement in the proposed Travellers' site and the Clerk and himself had attended a meeting with Cllr. Philpot. It was agreed that Cllr. Philpot had brought the interests of the Parish Council and his own reputation into disrepute and the Chairman should go to the Standards Board for advice as Cllr. Philpot had not acted in a way to protect the Parish Council. It was agreed that the Parish Council were duty bound as fellow Councillors to seek further advice to see in Cllr. Philpot's involvements are all in line with the Code of Conduct. The Chairman advised that CBC are against all gravel extraction sites and have said they have had enough and it is time for a break.

93. RECREATION FIELD/TODDLER PLAYAREA

- a) **Best Kept Playing Field Competition** – Minute 41,66,85,100,114,11,33,53,73,90,107,11,30,52 & 74. –
The Chairman advised that Certificates of Merit had been received for the Toddlers' Play Area and Recreation Field Play Area.
- b) **Erection of Fencing Around Play Equipment on Recreation Field** – Minute 53, 73,90,107,11,30,52 & 74 –
The Chairman advised that the new springs would be fixed by the Spring.
- c) **Insurance Legalities regarding people playing golf on the Recreational Field** – Minute 107,11,30, 52 & 74 – The Chairman advised that the notices had been ordered.
- d) **Safety Inspection** – Minute 107,11,30,52 & 74 – The Chairman advised that there was nothing further to report and only one item was outstanding.

- e) **Dog Fouling** – Minute 11, 30,52 & 74.- The Chairman advised that there was not to much of a problem at the moment. The Chairman advised that the signs stating that dogs were to be kept on a lead at all times had been ordered.
- f) **Grass Cutting Quotes** – The Chairman advised that M.D. Landscapes' contract was due for renewal in 2011. The Chairman had not heard from Evans Garden Maintenance so assumed that it remained at £18.00 per cut.
- g) **Any Other** – Cllr. Howlett reported that a large area had turned into Brambles in the car park by the Toddlers' Play Area. Chairman agreed to contact CBC Estates Office to clear the area. Cllr. Howlett requested that trees were planted in the area. Chairman agreed to look into the matter.

94. FOOTPATHS

- a) **Poor surface condition of Footpath 48, that goes from Church Green through the Churchyard and The Street** – Minute 54,74,91,108,12,31,53 & 75. - Nothing to report. Chairman to chase matter.
- b) **Bridge on the footpath opposite Stonehill Road – Minute 75.** – Nothing to report. Chairman to chase matter.
- c) **Any Other** - Nothing to report.

95. BULK LITTER CONTAINERS – Minute 97,116,18,35,52,66,82,95,13,29,41,54,68,82,12 & 43, 68,87,102,116,13,35,55,75,92,109,13,32,54 & 76.

The dates and times of the collections are as follows:-

6TH MARCH 2010 - FROM 7.45AM TO 8.45PM.

To be placed in Green Lane at the top end by the entrance to the allotment areas.

96. HIGHWAY DRAINAGE – Minute 77,107,120,15,37,57,76,93,110,14,33,55 & 77.

Chairman to chase matter.

97. ESSEX COUNTY COUNCIL HIGHWAYS PROPOSED TRAFFIC SCHEMES – Minute 125,20,40,59,78,94,111,15,34,56 & 78.

Chairman to chase matter.

98. REQUEST FOR RAMP TO BE PUT IN ON FOOTPATH OUTSIDE GADES AVEN. –
Minute 4, 43,61,79,95,112,16,35,57 & 79.

Chairman to chase matter.

99.OVERGROWN TREES AROUND STREET LIGHT OPPOSITE THE FORGE – Minute 23,61 & 80.

The Chairman advised that the work was still to be done.

100. FLOOD ON THE SOUTH SIDE OF THATCHERS FARM - Minute 23,63 & 82.

The Chairman advised that the work was still to be done.

101. POTHOLES OUTSIDE 33 VICARAGE ROAD – Minute 23,65 & 83.

Chairman to chase matter.

102. STREET LIGHTING PRIVATE FINANCE INITIATIVE (PFI).

The Chairman advised that he had received correspondence from Essex County Council expressing an interest in PFI and asking if the Parish Council wanted to join the scheme. The Chairman advised that the Parish Council own some of the streetlights in the village. If the Parish Council transferred to the new contractor then they would have to pay for the maintenance whereas at the moment the Parish Council do not pay anything. After discussion, it was agreed that the Parish Council would prefer to leave the situation as it currently stands. ECC Cllr. Aldridge advised that the Scrutiny Committee were in favour of turning streetlights out at midnight. The pilots have finished in Maldon and Uttlesford but no decision has been made by the Committee or Policy yet.

103. ADVERTISING BOARDS IN BUS SHELTERS

The Chairman advised that the Parish Council had been approached by a company called U.K. Natural Stone Ltd who were diversifying and proposed putting in square advertisement boards into wooden bus shelters. The company were prepared to pay the Parish Council an annual rent and would maintain the adverts etc. It was agreed that the Chairman would make further investigations.

104. DISPENSATIONS.

The Chairman advised that a letter had been received from June Clare, Deputy Monitoring Officer, at CBC regarding dispensations. She was aware that people have to wear different hats at meetings and there are certain stages where Councillors can speak if they have an interest if they apply for a dispensation. It was agreed that the Chairman and Cllrs. Wallace and Howlett should attend a meeting at CBC to discuss the situation further with the officer.

105. ROXWELL – A LITTER FREE ZONE.

The Chairman had spoken to Reverend Karen Best who had put forward a proposal to make Roxwell a Litter Free Zone. The Chairman felt that the village was reasonably tidy at the moment and reported that Hugh Dibbens collects rubbish every morning. The Chairman agreed to have a chat with Reverend Best to see what her ideas are and what she wants to do. It was felt that litter was not a great problem as there were ample litter bins in the village.

MEETING CLOSED 9.00pm

CHAIRMAN.

DATE

NEXT MEETING – WEDNESDAY 10TH MARCH 2010 AT 7.30pm IN ROXWELL SCHOOL