

**MINUTES OF THE MEETING OF ROXWELL PARISH COUNCIL HELD ON  
WEDNESDAY 9<sup>TH</sup> NOVEMBER, 2011 AT 7.30PM AT ROXWELL PRIMARY SCHOOL**

**PRESENT:-** C. Pavitt, C. Philpot, M. Page, Mrs E. Drakeford, K. Walker & F. Corkhill.

**IN ATTENDANCE:-** Mrs L. Green (Clerk)  
1 Parishioner  
ECC Cllr. John Aldridge

**71. DEMOCRATIC 15 MINUTES**

A parishioner, Roy Cumbers, asked what the progress was regarding the expansion joints in St. Michaels Drive. The Chairman advised that the matter had been reported to Highways.

The Chairman advised that the Post Office was re-opening on 5<sup>th</sup> December.

**72. APOLOGIES:-**

Cllrs. Wallace, Hatcher and Chambers sent their apologies.

**73. MINUTES OF THE MEETING HELD ON 14<sup>TH</sup> SEPTEMBER 2011**

The minutes of the meeting held on 14<sup>th</sup> September 2011 were taken as read and the Chairman was authorised to sign them.

**74. COUNCILLORS DECLARATION OF INTERESTS ON ANY AGENDA ITEMS FOR THIS MEETING.**

Cllr. Philpot declared an interest in items 10c, 10d, 10h, 12a and 12b on the Agenda.

**75. MATTERS ARISING:-**

Nothing to report.

**76. REPORT BY CHELMSFORD BOROUGH CLLR. MRS NICOLETTE CHAMBERS.**

Nothing to report.

**77. REPORT BY ESSEX COUNTY CLLR. JOHN ALDRIDGE.**

Cllr. Aldridge reported that the Police had now wound down their operation at Dale Farm. There were still issues as some travellers were on the legal site but do not have permission to be there but they are due to be cleared this weekend. There had been no mass impact on the local villages following the eviction but Cllr. Aldridge advised everyone to be relatively vigilant. He said the eviction had been a massive expense to ECC.

Cllr. Aldridge advised that the salt bags had now been delivered to all villages and advised that the Parish Council prioritise what areas are important to salt. There is a reform taking place in Highways again and the costs are being looked at for answering queries, complaints etc. Cllr. Aldridge advised that Highways needs a better way of interfacing with the public and new systems are being devised. At present there are 10 contractors and this is going to be devolved to 1. Cllr. Aldridge urged the Parish Council to comment on the Waste Development Plan. The consultation is being held from 24<sup>th</sup> November 2011 until 19<sup>th</sup> January 2012.

## **78. 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, 8,24,36,49,63,77,1138,63,82,97,111,8,30,50,70,87,104,8,27,49,71,90,113,10,33,54,78,104,128,13, 36 & 58.

Nothing to report.

- b) **Changing 30mph speed limit near Dukes Manor** – Minute 63,77,11,38,63,82,97,111,8,30,50,70, 87,104,8,27,49,71,90,113,10,33,54,78,104,128,13,36 & 58.

Nothing to report.

- c) **Parking in St. Michaels Drive** – Minute 104,8,27,49,71,90,113,10,33,54,78,104,128,13,36 & 58.

Nothing to report. Clerk to remove item from Agenda.

- d) **Any Other.** – Nothing to report.

## **79. FINANCIAL MATTERS**

### **a) Payments:-**

£

|                       |        |   |
|-----------------------|--------|---|
| Glasdon UK Ltd        | 108.64 | Supply of 2no replacement waste bins  |
| S.Pavitt              | 90.00  | Maintenance Rec Field - Removal and disposal of 2 no waste bins installed 2 no new bins |
| MD Landscapes         | 169.20 | Grass cutting Recreation Field  |
| Essex & Suffolk Water | 105.01 | Water to Sports Pavilion  |
| S.Pavitt              | 60.00  | Maintenance Recreation Field  |
| Mrs.B.M.Pavitt        | 132.00 | Cleaning Sports Pavilion (12 matches)   |
| Evans Garden Maint    | 108.00 | Grass Toddler's Play Area   |
| MD Landscapes         | 56.40  | Grass Recreation Field  |
| Mrs L.J. Green        | 326.40 | Salary 01.10.11 to 30.11.11   |
| Mrs L.J. Green        | 92.86  | Expenses 15.9.11 – 9.11.11  |

The above payments were approved by the Parish Council.

### **b) Transfer of Funds.**

17.10.11 Transfer £1,000.00 from Community Account to Business Saver Account  
17.10.11 Transfer £5,500.00 from Community Account to Business Saver Account

### **c) Bank Balances.**

The bank balances were as follows:-

**Current Account - £ 1,523.90**  
**Business Premium - £ 1,485.78**  
**Business Reserve - £16,264.45**

The Clerk advised that the Business Premium and Business Reserve accounts are now the same and are called Business Saver Accounts. It was agreed that the Clerk should speak to Barclays about amalgamating the two.

### **d) Queens Diamond Jubilee – Consider funding of insurance premium -**

Nothing to report.

- e) **Precept and Budget** – The Budget was discussed and it was agreed that the Precept should be £14,000.00 for the next financial year.

f) **Clerk's Salary** – The Clerk and parishioner left the room while the Clerk's salary was discussed. The Finance Sub Committee put forward a recommendation to consider an increase to the clerks salary. After discussion it was felt that the Council should seek clarification from EALC if setting a salary outside the figures set by the NALC would be legal. It was agreed that once clarification had been received the matter would be discussed again at the January meeting.

g) **Any Other** – Nothing to report.

## **80. PLANNING MATTERS & APPLICATIONS**

a) **27 STONEHILL ROAD** – Replace existing single storey rear extension with part single/part two storey rear extension. Replace existing detached garage with new detached double garage. No Objections.

**APPROVED.**

b) **THE CUCKOO, RADLEY GREEN ROAD** – Demolition of existing rear kitchen & stores & side wc block. Construction of single storey rear kitchen, stores and wc block and two storey side extension. Insertion of new window to first floor side elevation. No Objections. **APPROVED.**

c) **BOYTON HALL FARM, BOYTON HALL LANE** – Installation of solar panels on existing agricultural building. South West facing roof slope. No Objections. **APPROVED.**

d) **BOYTON HALL FARM, BOYTON HALL LANE** – Retention of access roads without compliance with condition 60 of permission CHL/0445/91 dated 9/8/93. No Objections. **APPROVED.**

e) **ST. MICHAEL AND ALL ANGELS, THE STREET** – Demolish a 2m length of Roxwell churchyard wall. Install in the new opening a railing gate and to make good wall end as existing, reusing existing materials where possible. The Parish Council had no objections but the following comment has been made:- That the right hand section from The Street to be demolished is finished on restoration with dressed stone as per existing.

f) **ELMS FARM, ELM LANE** – Construction of general purpose agricultural building with photovoltaic cells, area of hardstanding & installation of photovoltaic cells on existing agricultural building. No Objections and No Decision Yet.

g) **IVYMUIR, COOKSMILL GREEN** - Extension of time limit to permission 08/01569/FUL for a first floor rear infill extension. No Objections. No Decision Yet.

h) **MINERALS DEVELOPMENT DOCUMENT AUGUST 2009** – Nothing to report.

## **81. RECREATION FIELD/TODDLER PLAYAREA**

a) **Safety Inspection** – Minute 107,11,30,52,74, 93,116,13,36,57,81,107,131,16,39 & 61 – The Chairman advised that only two small items listed on the inspection report were outstanding. These would be attended to in due course.

b) **Grant Request to EPFA** – Minute 131,16,39 & 61 – The Chairman advised that he would photograph the area's of the football pitch that need to be repaired, and then put together a schedule of work so that contractors could price the works, before sending off to EPFA for consideration of grant funding in March 2012..

c) **Roller for Cricket Square – Minute 39 & 61** – Nothing to report.

d) **Any Other** – The Chairman advised that in the Safety Inspection it had stated that the waste bin adjacent to the seat should be moved, when the bin was removed for re-siting it was found to be beyond repair, therefore a new replacement had been purchased, and erected.

The Parish Council had received two certificates of Merit from Essex Playing Fields Association for the Recreation Field and Recreation Field Play Area and a Silver Award Certificate of Merit for the Toddlers' Play Area. The Chairman stated that the Toddlers' Play Area is well looked after by Tony Evans. Chairman to put up copies of the certificates in the Recreation Field and Toddlers' Play Area.

## **82. FOOTPATHS**

a) **Bridleway 1 Newland Hall to Newark Hall** – Minute 132,17,40 & 62. The Chairman advised that the work was now completed. Clerk to remove item from Agenda.

b) **Changes to footpaths 10 and 12 – Bridleway 42** – Footpaths 34,40, & 66 – Minute 40 & 62. The Chairman advised that no confirmation had been received as yet.

c) **Any Other** – Nothing to report.

**83. ESSEX COUNTY COUNCIL HIGHWAYS PROPOSED TRAFFIC SCHEMES** – Minute 125,20,40,59,78,94,111,15,34,56,78,97,120,16,39,60,84,110,134,19,42 & 64..

The Chairman had contacted Highways who advised that the schemes were still ongoing and it had not yet been decided what is and isn't being done. The items on the list for Roxwell were speed limit review for 40mph extension at Boyton Cross past The Hare, speed limit review for Cooksmill Green and new footway from Vicarage Lane to Sherwood.

**84. REVISED STANDING ORDERS** – Minute 128,23, 44,65,88,114,138,22,45 & 65.

It was agreed to adopt the revised Standing Orders as of 1<sup>st</sup> December 2011.

**85. REQUEST FOR ADDITIONAL DOG BINS** – Minute 26,46,67,90,116,140,24,46 & 66.

The matter was discussed and it was agreed that one should be put near the school. It was suggested that it is put on the fence of the Mill Meadow. Chairman to speak to the Farm Manager David Webber regarding the siting, If There was no problem with this, the Chairman would arrange the purchase of a bin from Glasdon (UK) Ltd.

**86. FENCE AND GREENERY OPPOSITE HOOKS COTTAGES** - Minute 27, 68,91,117,141,25,47 & 67.

Nothing to report.

**87. INTER-VILLAGE OLYMPICS/QUEENS DIAMOND JUBILEE 2012** – Minute 121, 145, 27, 48 & 68.

Nothing to report.

**88. HEDGE OUTSIDE RADLEY GREEN FARM ENCROACHING ONTO THE CARRIAGEWAY** – Minute 29 &70.

The Chairman advised that the work had been done. Clerk to remove item from the Agenda.

**89. LAMP POST NO. 10 THE STREET – OUTSIDE GROVE COTTAGE/SCHOOL**

The Chairman advised that when the lamp post was repainted the lamp was damaged. Chairman has chased ECC to get the lamp replaced.

**90. FOOTPATH FROM BROADGATES TO ST. MICHAELS DRIVE.**

The Chairman advised that Highways had inspected the site and it had been found to be in a poor condition. An engineer had come out but cannot do anything due to lack of funding. Matter will be reviewed in the next financial year.

**91. WINTER SALT BINS.**

The Chairman advised that the Parish Council had taken delivery of one tonne of salt last week which was being stored locally. The areas that need to be salted need to be decided. It was agreed that the school, shop and church should all be given some bags of salt. Chairman to arrange delivery immediately so they had them in time for the bad weather. It was agreed that it should be arranged for someone to salt the footpaths, area's in front of the Parish bus shelters when the weather conditions were icy.

**92. ST. MICHAELS DRIVE EXPANSION JOINTS.**

The Chairman had asked Highways to look at the joints. Nothing to report at present.

**93. SIGNAGE STONEHILL ROAD.**

The Chairman had asked Highways to look at the blacked out signs. The Chairman had also reported the demolished horse sign that had been taken out by Highways' grass cutters on the southern approach to Stonehill stables.

**94. WASTE BIN IN CHURCH GREEN.**

The Chairman had arranged the removal of the damaged waste bin. A new replacement had been erectedpl within 10 days.

**MEETING CLOSED 8.35pm**

**CHAIRMAN.**

**DATE**

**NEXT MEETING – WEDNESDAY 11<sup>TH</sup> JANUARY 2012 AT 7.30pm IN ROXWELL SCHOOL**