

MAYLAND PARISH COUNCIL
Minutes of the Parish Council Meeting
Held at the HENRY SAMUEL HALL on
TUESDAY 9th December 2008 7.30pm

Present

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|-----------------------------|-----------------------|
| Councillor Short (Chairman) | Councillor Robinson |
| Councillor Oatham | Councillor Hawkes |
| Councillor Spires | Councillor Massenhove |
| Mrs J Rackham (Clerk) | |

Also present: 3 members of the public and District Councillor A Cussons.

133. Apologies for Absence

Cllr Coker

The Chairman advised the council that Lee Gregory has for personal reasons resigned from the council. He read out some of Lee's resignation letter. A formal notice of a vacancy will be displayed as soon as possible. **Clerk** to action.

134. Code of Conduct Declaring an Interest.

Cllr Hawkes declared an interest in item 137.

Cllr Oatham declared an interest in item 137. Portacabin repairs.

Cllr Massenhove declared an interest in item 138. **FUL/MAL/08/01233**.

135. Minutes of the meeting held on Tuesday 11th November & 2nd December's Budget Meeting

Cllr Hawkes proposed accepting the minutes from 11th November meeting, Cllr Spires seconded the proposal, all in favour, motion carried. Cllr Spires proposed accepting the minutes from 2nd December meeting, Cllr Oatham seconded the proposal, all in favour, motion carried. The minutes were signed and dated as a true record.

136. Public Discussion Session & District Councillors Report.

The Chairman closed the meeting at 7.35pm to allow the press, public and the D.Cllr to report to the council.

The meeting was reconvened by the Chairman at 8.15pm

137. Lawling Park Committee.

LPH Premises Licence. The licence has been granted as requested. The relevant part of the licence will be displayed in the LPH hall. **Clerk** to action.

Portacabin repairs. It was agreed that this item will be added to the next agenda once the outcome of the grant application is known. If we are successful the portacabin will need to be reduced in size to accommodate Cllr Spires' proposed extension of the Lawling Park Hall. **Clerk** to action.

LPH repairs. It was agreed that a second quote should be obtained before any decision is made. **Clerk** to action.

Skate Park award. The distribution of the vouchers was discussed Cllr Robinson proposed Mrs C Sergeant and Mr D Hawkes be awarded a voucher of £50 each. To thank them for their hard work on maintaining the area. Cllr Short seconded the proposal. A vote was taken, 3 yes, 2 Abstain. Cllr Hawkes did not take part in this discussion nor did she vote. **Clerk** to action.

Surface repairs for cable run swings & cantilever swing. Following a discussion in which the details of the contractor's letter was made available. Cllr Spires proposed accepting the revised quote of £4500, Cllr Oatham seconded the proposal, all in favour, motion carried. It was agreed that the **Clerk** will place the order and ask that the contractor insures the profile of the area is levelled.

Correspondence from Mayland Tennis Club. The MTC requested a reduction in their fees as they have only 12 members to £450. Following a discussion Cllr Spires proposed an offer be made to the MTC of £600 for one year only with the proviso that details of an active recruitment campaign be given to the council in writing. Payment to be made to the council in full in April 2009. Cllr Hawkes seconded the proposal, all in favour, motion carried. **Clerk** to action.

CIF. Grant Report. Footpath at Bakersfield. The council was happy to hear that we have once again been lucky to receive a grant from CIF to extend the path behind Bakersfield. Cllr Spires proposed we used the contractor who has previously laid these paths for the council and has quoted for the work Cllr Massenhove seconded the proposal, all in favour, motion carried.

CIF Grant Report. LPF proposed toilet facility. This application was withdrawn as the toilet facility will now form part of the proposed LPH extension.

LPC Update. Each Cllr has received a copy of Cllr Spires report and its contents noted. The Chairman thanked Cllr Spires for all his hard work.

LPH Sign in The Drive. The quotation has not been received. The **Clerk** will add this to the next agenda.

138 Planning

Emergency Plan.

It was agreed to invite Kevin Ward or another officer from the Emergency Planning Dept., to attend a council meeting to discuss the Emergency Plan. **Clerk** to action.

Planning Seminar Report.

Cllr Spires attended this seminar. We have received copies of the slides "Responding to Planning Applications and Changes to Permitted Development Rights" The information has been noted and will be brought to each meeting for reference.

Consideration of applications for the council to make comment to the Planning Authority.

FUL/MAL/08/01278. Balcony to front of property, extension to rear of property, with gallery and balcony. 3 Sea View Parade, Mayland.
6 No Objections.

FUL/MAL/08/01254 PP – 00598246. Single storey side extension, garage extension and front canopy. 88 The Drive Mayland.
6 Objections. Too close to boundary on both sides, over development of site.

FUL/MAL/08/01233. 1 x two bedroom detached bungalow, Plot B – Land Rear of 78 The Drive Mayland.
5 Objections. Reasons stated previously include over development of site, backland development and access.

ADV/MAL/08/01184. Application for consent to display an advertisement. The Mayland Mill, Steeple Road Mayland. **Too late to respond.**

Planning Decisions made by the Planning Authority.

FUL/MAL/08/01049. Replacement of dilapidated retail shop and store building with two wooden buildings. Pets Save Firth View, Steeple Road, Mayland.

Approved

FUL/MAL/08/01071. Proposed new entrance gates, pillars and walls. Sunfield Farm Highland Hill, Mayland.
Refused

Appeal Decision

APP/X1545/A/08/2081888

Disused nursery, junction of Steeple Road and Mill Road, Mayland Essex.
Appeal dismissed. Noted. It was agreed that the information be kept on file.

139. Finance

The Chairman reported that all payments and receipts were agreed at the Finance meeting held prior to this meeting are as follows:

Payments

| | | | | |
|-----------|----|--------------------------|----------------------------|---------|
| 3 Nov 08 | DD | B T | Telephone & Internet | 81.50 |
| 3 Nov 08 | DD | E.On | Electric LPH | 21.00 |
| 3 Nov 08 | DD | MDC | Business Rates | 65.00 |
| 17 Nov 08 | DD | E.On | Electric Street lighting | 57.93 |
| 17 Nov 08 | DD | E.On | Electric LPC | 58.00 |
| 9 Dec 08 | | MSJ Garwood & Son | Removal rabbit fence | 511.75 |
| 9 Dec 08 | | MSJ Garwood & Son | Removal hard core | 374.90 |
| 9 Dec 08 | | MSJ Garwood & Son | Grass Cutting up to 2/12 | 143.75 |
| 9 Dec 08 | | Rigby Taylor Ltd | Gravitex paint. Skate park | 173.45 |
| 9 Dec 08 | | Essex & Suffolk Water | LPF water usage | 17.63 |
| 9 Dec 08 | | A & J Lighting Solutions | TC Lighting Maintenance | 35.50 |
| 9 Dec 08 | | A & J Lighting Solutions | Lighting Maintenance | 40.32 |
| 23 Dec 08 | | Mrs J Rackham | Salary December | 1021.03 |
| 23 Dec 08 | | Mr D Hawkes | Salary December | 285.38 |
| 23 Dec 08 | | Mr T Blowers | Salary December | 88.64 |
| 23 Dec 08 | | Mrs C Serjeant | Salary December | 143.66 |
| 31 Dec 08 | | Revenue & Customs | Tax & NI | 1113.84 |
| 9 Dec 08 | | Mrs Likeman | Refund dep less Electric | 46.00 |

Receipts

| | | | | |
|-----------|-----|---------------------|-------------------------|--------|
| 10 Nov 08 | Chq | Mayland Village F C | Sept, Oct fees + lights | 352.70 |
| 24 Nov 08 | Chq | Mrs Likeman | Hire of LPH 4th Dec | 18.00 |
| 24 Nov 08 | Chq | Mrs Likeman | Deposit cheque | 50.00 |

The payments included interim salary increases of 2.45% as agreed by NALC. This council agreed to follow NALC's recommendations in 2001 and continues to do so.

Budget 2008/09 a decision to set the precept will be made at the January meeting of this council. **Clerk** to add to January agenda.

The Chairman reported that he had carried out a finance risk assessment.

He proposed that the Fidelity Guarantee remains the same but that an increase in value of assets of 2% should be made and our insurance increased accordingly, Cllr Robinson seconded the proposal, all in favour, motion carried. **Clerk** to action.

140. Village Environment & Street Lighting

Councillors reported a light out in The Drive near the junction of Steeple Road. **Clerk** to action.

Vandalism in the village was reported to **Cllr Massenhove** who will advise the NAP panel at the next meeting in January.

Drainage Orchard Drive. The information received from Essex & Suffolk Water was passed to **Cllr Oatham** who will liaise with the residents.

Memorial for John Thrumble. It was agreed that this item will be added to the January agenda. **Clerk** to action.

Part Night Lighting Pilots. Correspondence from ECC. Noted. It was agreed that the **Clerk** would write and request the lights stay on until 1am. A five hour period without lights could be achieved by keeping the lights off until 6am.

Lighting switch off. A Response re: Time of switch off from ECC was given to each Cllr. The information was noted.

141. Highways

Councillors reported a pot hole in Grange Avenue. **Clerk** to action.
Bus Shelter. We will be organising the replacement shelter early in the New Year.
Highway's CIF. Nothing to report.

142. Freedom of Information Act.

The new model of the above act was completed. Cllr Massenhove proposed accepting the new model, Cllr Spires seconded the proposal, all in favour, motion carried.

143. Sea Wall

Update on the condition of the wall. Cllr Coker was unable to attend this meeting.
Add to next agenda.

144. Consultation Document.

Communities & Local Government. The making and enforcement of byelaws.
Communities and Local Government. Code of conduct for local authority members and employees
The above consultation documents are still being circulated. **Add to next agenda.**

145. Parks & Open Spaces

Fields in Trust. It was agreed that this item will be added to the Proposed Parish Plan.

146. Risk Assessment

The Chairman advised the council that Lee Gregory had carried out a RA of the Clerk's office and would be passing the signed form to him shortly.

147. Correspondence

After care of trees seminar. Getting the funding for your project. If any Cllr wishes to attend they should advise the Clerk.

MDC. Parish Multisport. Rural Activity Program. This council would like to take part in this program. **Clerk** to action.

CPRE. Stop the Drop campaign. A tool kit was received and passed to **Cllr Hawkes** for attention.

148. Items for next agenda.

Any items for the January meeting need to be given to the Clerk by 2nd January 2009.

The next meeting is 13th January 2009.

The Chairman thanked everyone and closed the meeting at 10.22pm