



## SILVER END PARISH COUNCIL

Minutes of the Full Parish Council meeting held on 12th March 2025 in the Parish Council Office, Silver End Village Hall.

**Present:** Cllr Bugg (Chair, AB,) Cllr McDonald (KM,) Cllr Ashford (IA, arrived late during 0325/FC2272, apologies offered in advance,) Cllr Sullivan (MS,) Cllr Taylor (CT,) Cllr Hughes (PH,) Mrs Temple (Clerk,) Cllr Wright (BW) (BDC, left the meeting after 0325/FC2273,) Cllr Playle (RP) (ECC, left the meeting after 0325/FC2273) and 3 Members of the Public (1 left during 0325/FC2275.)

0325/FC2268 **Apologies for absence:** Cllr Allaker (SA) and Cllr Abbott (JA) (BDC.)  
**Absent without apologies:** None.

0325/FC2269 **Consideration to be given to Co-option**

As paperwork has not yet been completed it was agreed that this would be an agenda item for the next meeting.

0325/FC2270 **Declarations of Interest** by Members in respect of any items on the agenda, none were given.

0325/FC2271 **Members of the public** are given an opportunity to speak at this point.

One attendee wished to observe only.

One attendee asked about the possibility of a lift at the Social Club. KM suggested speaking to BDC as it is their building and BW mentioned the Community Asset Fund.

One attendee asked:

- To be included on the 100<sup>th</sup> invitees list and he will then invite Eastlight and the Friendship Club.
- For clarification that the Torii arch will be a permanent feature, which was given to him.
- Does the stained glass window at The Manors need a planning application to carry out work? This was confirmed.
- Is a criminal record an issue for being a parish councillor? It was suggested that the Electoral Office be contacted at BDC, for clarification.

0325/FC2272 **Minutes of February's Full Council Meeting** were agreed and signed as a true record of the meeting.

### **Clerk's Report (incl. Matters Arising from the previous minutes:)**

- No further update regarding the gateway licence. RP will chase this up.
- Next LHP meeting 27/3.
- The Clerk has been in touch with RCCE in an attempt to acquire their key to the community woodland. No response yet. Also waiting for their opinion of when to involve them again in the Neighbourhood Plan.
- The entrance light to the Memorial Gardens is working again.

Cllr Ashford arrived at this point.

- Response made regarding BDC's Waste Consultation. The Clerk replied on behalf of SEPC.
- KM prepared an item for WoSE regarding the Neighbourhood Plan, that was sent to all for comment. IA will place on FB.
- The small hall has been booked for the Annual Parish Meeting on 23/4.
- SEPC's John Bailey has been instructed to purchase Silver Birch trees with guards and ties and for him to plant them, The cost is included in 0325i. Also ask him for larger specimens than whips for green beech hedging in the Memorial Gardens – about 3 foot each. AB & PH will plant. Max £250.00.

0325/FC2273 **Report from District/County Councillors**

Cllr Playle (RP) reported on behalf of ECC:

- Budget approved at last Full Council– £12m for highways including highways scheme and locality fund up to £10k.
- Devolution details sent to all – interim report, final in September.
- S106 in early years provision that was discussed at the last meeting. He will chase re a timetable.
- Anglian Water re replacing the mains pipe at the water station. Possibly they will make a presentation at next meeting. IA – why are they shutting the road? RP says because they have the power to do so. IA – ECC should enforce that they have traffic lights. PH can conditions be put on traffic measures rather than a total closure. RP is happy to asked the question but thinks they will state that the road is not wide enough for lights.

The Chair thanked RP for his report and opened the floor to questions:

KM – who should he speak to regarding cleaning roads and streets for 100<sup>th</sup>? RP replied that BDC are responsible.

KM – devolution plan – consultation looking for public's views. Recommends that everyone takes part.

Cllr Wright (BW) reported on behalf of BDC:

- Rivenhall Rd closure due to installation of pedestrian crossing.
- Budget agreed as discussed at the last meeting. Waste system to be changed 2026 at cost of £4.5m. May change again following devolution. £50k allocated in budget for dog and litter bins.
- Local Government reform – discussions continue.
- Local Plan consultation – site allocations in May/June.
- Boars Tye Rd development – planning committee agreed that the entire hedge is to be removed.
- Factory site – discussions continue.
- BDC conservation area out to consultation shortly.
- Pylons – locally will stay in line with the original plan.
- Waste site liaison group – more changes expected on incinerator. From August waste will start to be burnt to test system initially. Full operation expected early 2026. Steam clean will exceed agreed decibel levels before August.
- Tree planting ready to commence but funding may be delayed.
- Continues to support SEHS interpretation boards.

BW gave his apologies for the **Annual Parish Meeting**.

The Chair thanked both gentlemen for their attendance and their reports. They both left the meeting at this point.

0325/FC2274 **Planning Applications – agreed via email communication since the last meeting. Only objections or formal comments noted:**

None.

**Any large applications that may require further discussion**

None.

**Planning Applications received after agenda was set**

None.

**Enforcement Matters**

24/00511/NPP3      56 Western Road      Outhouse

Decision:

Due to the size no further action will be taken by BDC.

**Planning Application for interpretation boards for SEHS**

IA proposed that if the fee is less than £300 that the **Clerk** should liaise with Cllr Abbott for full details and proceed with an application at SEPC's cost. If more expensive then it will need to come back to a **future meeting**. KM acted as second and everyone else was in agreement.

0325/FC2275 **Correspondence – not already included in the Clerk's report**

BDC – parking surface by the pavilion has now been completed.

KM – continues to provide updates on pylons to all Members.

One of the Members of the Public left the meeting at this point.

Boars Tye House – request for defib at this end of the village. Have stated that they are happy for it to be fitted to their outside wall. It was agreed that this would be considered should one of the **new developers** offer a new unit – this has been suggested already.

RP – devolution update sent to all Members.

0325/FC2276 **Reports from Silver End Councillors – Meetings/activities**

KM – any news on patient participants meetings? As there has been none **Clerk** to contact Paula Swash for an update.

**S106 meeting with BDC (AB, KM, IA, Clerk)**

22 responses so far from villagers following consultation article in WoSE. **Agenda item** for May's meeting.

**Next meeting** 2.30pm on 12/6, SEPC to action:

- Report on consultation.
- IA to investigate refurbishment of tennis courts and MUGA.
- Decide on final decision regarding MUGA – short fix potentially.
- Full quote to be sent to BDC for the Torii arch.

### **Other meetings**

AB - Conservation Area – positive meeting. Now have composite doors included in the appraisal, along with road specific window details. Aim is for all to be completed by the end of the year. Chris Paggi stated that the aim is to re-visit the suggested listings in Silver End. **Clerk** to diarise for early in 2026.

AB and IA – fitted bench in the orchard. John Bailey has kindly put bark around the edge of it.

AB - WoSE – magazines have all been delivered. Do not have enough people to deliver and asked all present to help. Agreed.

KM - Indaver meeting. They have a large pot of money for local businesses. Many village orgs. have applied already.

AB – planted the 2 fruit trees at the Congregational Church.

### **Reports to be made to ECC/BDC/Eastlight**

ECC - Silver Street pot hole, drains on Boars Tye Rd, outside 6 Boars Tye Rd – tree hollow and unsafe.

BDC - Fly tipping signage, by the raised step by the library a pipe has been kicked and the footpath is becoming flooded.

### **0325/FC2277 Finance**

#### **Payments made/to be made to be agreed and signed. Bank balances to be agreed and noted**

The Clerk presented the statements and balances which were agreed and signed by the Chair of the meeting, and the Clerk as the RFO, as per appendix **0325i**, as sent to Members with the agenda. All payments to be made, detailed in this appendix, were agreed and the balances were noted.

Additional payments agreed and to be added to 0325i:

J Bailey – beech hedging max. £250.00

I Ashford – water trailer and IBC max. £1000.00

### **0325/FC2278 100<sup>th</sup> anniversary 2026. Consideration to be given to:**

- **Torii Arch – update on pricing and consideration to be given to an order**

Meeting held on site to discuss requirements.

Quote of £11,200 + VAT provided but the **Clerk** has asked for a formal quote for SEPC's and BDC's records.

IA proposed that the quote is agreed and building work instructed to a maximum amount of £14k + VAT. PH acted as second with all in agreement. SEPC will pay initially with **BDC** refunding the payment via S106 monies – proposed during 25/26. **Clerk** to notify BDC that the location will be where the stepping stones are and where BDC removed the bamboo.

It was again minuted that only one quote has been established as the work is specialist and additional manufacturers did not want to take on the work.

- **Location of plaque**

AB proposed this to be located on a rock next to the arch. KM acted as second with everyone in agreement. **KM** will speak to Patrick Wigg to see if they have a large rock from the quarry.

- **Items to start to move forward, before meeting on 17/4**

AB – suggested that **all** attend the next 100<sup>th</sup> meeting .

**Clerk** look into risk assessment for the event.

KM – reported on the last 100<sup>th</sup> meeting – more attendees. Next meeting 1<sup>st</sup> April - will be one year until the event.

**Clerk** to send reminder, including SEPC Members. Trouble getting hold of the Academy who have suggested a torch light procession. Steam fair – unable to access the village hall field may have to ask BDC to remove gate. IA thinks that they will be able to gain access. Reply from Buckingham Palace – discussing at next meeting.

### **0325/FC2279 Ongoing maintenance of the new orchard at Bristol Court, including:**

- **Maintenance**

MS – spoke to Tom Schlaich who has suggested £50 per quarter. Agreed that MS should ask Tom for quote to clear the site. Cost to go on 0425i – **Clerk**.

- **Purchase of plant trailer and browser for plant watering**

IA – has bought a trailer and made good. An IBC will cost £80 + VAT from CT.

IA took no part in the following discussions or vote.

MS proposes max £1000 for which **IA** will be able to provide a quote. CT acted as second. All agreed.

- **Purchase of plaque for the bench**

All agreed that a plaque is not needed but Leila Hobart may wish to do something herself.

### **0325/FC2280 Agenda items for the next meeting**

Next Full Council meeting to be held on Wednesday 9<sup>th</sup> April.

Annual Parish Meeting to be held on Wednesday 23<sup>rd</sup> April.

There being no further matters to discuss the Chair called the meeting to a close at 21.05pm.