



SILVER END PARISH COUNCIL

Minutes of the Full Parish Council meeting held on 13th November 2024 in the Parish Council Office, Silver End Village Hall.

Present: Cllr Bugg (Chair, AB) Cllr McDonald (KM,) Cllr Hughes (PH,) Cllr Taylor (CT,) Cllr Ashford (IA,) Cllr Sullivan (MS,) Cllr Allaker (SA) and Mrs Temple (Clerk.)

1124/FC2210 **Apologies for absence:** Cllrs Abbott (JA) and Wright (BW) (BDC) and Cllr Playle (RP) (ECC.)
Absent without apologies: None.

1124/FC2211 **Declarations of Interest** by Members in respect of any items on the agenda.
None were given.

1124/FC2212 **Members of the public** are given an opportunity to speak at this point.
None were present.

1124/FC2213 **Minutes of October's Full Council Meeting** were agreed and signed as a true record of the meeting.
Clerk's Report:

- New bank mandate completed by Cllrs Sullivan, Bugg and the **Clerk**, reflecting Cllr Sullivan becoming Vice Chair.
- Licence for the **gateway** has been applied for but ECC are now asking for further information.
- Colne Valley Community Energy Project Showcase Day is taking place on 16/11. **Cllr McDonald** to attend.
- Planning course booked for **Cllrs Allaker and McDonald** with EALC for 30/11.
- She understands from AB that Leila Hobart agrees that the land at Bristol Court, would be a good idea for a **Reflection Area**. The **Clerk** has ordered the fruit trees as agreed 1024/FC2207, awaiting delivery. Leila Hobart has sourced a used bench from Chelmer Valley shopping centre. The **Clerk** was asked to check the dimensions and whether it dismantles for transporting. All agreed that as it is free it is a very good idea and that the planting of the orchard could be arranged around it.
- She is awaiting details of the **Silver Birch** (1024/FC2207) and the **Beech** trees (1024/FC22081) to order.
- Regarding the bus stop flags and shelter discussed with ECC – any shelter would need to be dealt with via the LHP. Looking for confirmation to install black poles, flags and timetables at the stop by St Francis Church – location to be agreed by SEPC and also at Temple Lane. All agreed for each stop to align with the raised kerbs. The **Clerk** will confirm.

1124/FC2214 **Report from District/County Councillors**

In their absence, Cllrs Abbott and Wright asked the Clerk to read the following report, on their behalf:

- 'The lack of response, delays in work being done or outright refusal to act, on requests to the main authorities we deal with (BDC, ECC and Eastlight) is an ongoing issue which we raised at the BDC Full Council meeting on 4th November. It is regrettable that this report includes so many issues still not resolved but we will continue to press for these to be dealt with.
- We asked BDC about additional litter bins as discussed at the October parish council meeting, but BDC replied to say they are reviewing locations across the district and its likely parish councils will need to supply them.
- We have had no response as of yet to Cllr McDonald's question about the Planning Forum despite a reminder.
- We have had no response as of yet re CCTV at the village hall and have sent a reminder.
- ECC have rejected the request to repair the damaged and raised kerbstone (which Cllr Ashford contacted us about) on the junction of Silver Street and Broadway. They said they inspected it and sent us the generic response now so familiar that it 'does not meet criteria', despite being sent a photo and a report stating that a resident took a fall there.

The **Clerk** was asked to contact ECC again as they may consider this minor but SEPC consider it major after an elderly person fell recently. The damage was reported to Cllr Playle at our meeting on 10/6, showing him the photo, and he was going to inspect this in person on his way home.

- BDC has now issued the revised timetable for meetings of the Local Plan Committee that will assess which sites of the more than 300 (district wide) will go forward into the Draft Local Plan. Those meetings are much

later than we expected - not until May and June 2025, but that does give parishes and residents more time to look at the information.

- We did find the e-mails from nearly a decade ago regarding the streetlight in the alleyway between Grooms Lane and Western Rd and it was BDC that previously put a replacement light bulb in. So we have gone back to BDC to ask that they do so again as a goodwill gesture even while it is not known who owns the actual column.
- Resident concerns about the 'spur' access and path into the Redrow site from Daniel Way remain outstanding - the case officer has been off work, we are trying to get a response from his boss.
- The BDC Budget process gets going next week with a meeting of the Corporate Scrutiny Committee on 20th November. The meeting is open to the public and will be webcast.
- The Bowls Club has confirmed they would like the sustainable parking project at the front of the building to be included in the POSI (previously known as the OSAP) for possible future s106 funding support.
- Thank you to the parish council for hosting another s106 meeting recently - these are helpful in understanding the funding available and the various projects. Rivenhall PC will now be discussing the tree planting s106 funding (£9k across the 2 parishes) at its December meeting so we hope to update at your December meeting what their view is. It would be good to progress at least some planting this season (ie up to Feb 25) to make a start on using that funding.
- BDC confirms they have completed the survey of trees in the Memorial Gardens.
- Good to read in your minutes about SEPC doing a tree survey of the village. To avoid duplication, and hopefully with SEPC support, just to restate the current suggestion is using the £9k s106 money for 4 ornamental hawthorns to replace those lost in Broadway near the junctions with Francis Way and Temple Lane; and at least 2 new trees, possibly whitebeam or another species consistent with what is already along the road, in Valentine Way. This would be in part to prevent parking on the verge near the junction with School Road. Plus possibly some other replacements in School Road and Valentine Way. But no roads other than those 3 currently in 'the list'.
- We attended the Remembrance events in Silver End (Cllr Wright) and Rivenhall (Cllr Abbott) on Sunday and thank the organisers once again for ensuring that these important events are so well organised and attended.'

1124/FC2215 **Planning Applications – agreed via email communication since will be 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.

The **Clerk** was asked to notify Enforcement - 58 Western Road, over development of site, building wooden structure that has been insulated.

The **Clerk** was asked to contact Natalie Banks at planning to ask about listings that were supposed to be discussed within conservation area plan.

1124/FC2216 **Correspondence – not already included in the Clerk's report**

Cllr McDonald – continues to update all Members regarding the pylons

Laura Chatterton, Agewell East – visiting the Luncheon Club to offer support and advice on welfare benefits and entitlements.

Cost of Living Officer, BDC – Octopus & Ovo are offering free electric blankets to the most vulnerable customers. There are links available for those interested.

Ambershire – Christmas tree ordered, delivery last week in November.

EALC – Protecting Public Rights of Way webinar 5/2, 9.30am-1pm. £80 + VAT.

BDC (via Cllr Abbott) – Waste and dog bin review still ongoing. Any additional bins need to be purchased by SEPC.

BDC – introducing new Design Code – details sent to all Members for comments, can do so individually if wanted.

Transport Meeting – 4/12 at County Hall, Cllr McDonald to attend, but awaiting confirmation.

EALC – PFCC Community Briefing on 3/12, 9.30am-4pm. Free of charge. Talks on behalf of the Police and Fire services at Channels in Chelmsford.

1124/FC2217 **Reports from Silver End Councillors – Meetings/activities**

KM – incinerator trip planned for 12/12.

KM – **Clerk** to send him the yahoo email addresses that she can't contact.

KM – 80th celebration at Airfield 24/3.

PH – worked with AB in Memorial Gardens, cutting back undergrowth round base of trees. Looked at gaps in beech hedge, needs to find alternative supplier for replacements. Suggested going to Kings and ordering direct and then collecting after payment. He will notify the **Clerk**.

PH and AB – Halloween trail was a great success with several families attending. Worthwhile event and aim to repeat again next year. PH thanked AB for his assistance. IA stated that there has been positive feedback on FB.

AB – Memorial Gardens meeting with BDC – John is organising for the play areas to be cleared of moss. He claims to have brought up tree line although not so obvious. Condition of pond, mainly due to the ducks – he is looking at a chemical to clean the pond. Missing gate on playground – he aims to resolve this issue. Not happy that compost heap is getting big. Poplar tree behind the Bowls Club – the Club suggest that roots are coming through their green – he will investigate. Rose in circle needs replacing. **Next meeting May 2025.**

ECC/BDC/Eastlight New Reports

AB - Silver Street trees need cutting back. The **Clerk** will liaise with Cllr Abbott.

IA - Silver St pavilion gate – dropped and bolt bent. **Clerk** to contact Andy Potter.

1124/FC2218 **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 **1124i**, 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 were agreed and will be added to appendix 1124i:

Christmas meeting refreshments max. £30

- **Half Year Annual Budget Review**

Points of note:

Office rental – no payments taken by BDC yet.

Chairman's grant - £250.00 left to spend.

Councillor grants - £1,834 available. £1,250 allocated (KM, PH, IA, MS, SA)

Future village projects - £6,713 available - £1k allocated for fruit trees. Remembrance bench fixing? Compost?

Village events - £8,059 available – 2k allocated for Christmas.

1124/FC2219 **Neighbourhood Plan**

KM – sent a background report to all giving information and describing the benefits of 2011 Parish Plan. and what came as a result of it.

Needs a group to set it up – 10-15 people, including mainly residents/businesses/organisations. He thinks we will be letting the community down if we don't go ahead.

MS – questions whether such Plans can be over ridden by BDC. IA stated that it can be but it is a legal document so should have some weight behind it. PH – felt that BDC took no notice of it previously. It may hold more weight now but at local level it is very useful regardless. IA lots of positive reasons for setting up a plan and involving the community.

KM – could be a problem getting local people involved. PH and KM suggested using social media. IA suggested a separate FB page that isn't the parish council's – could then be shared by SEPC.

PH proposes that we start contacting residents for an inaugural meeting starting in the new year with a view for applying for funding in new financial year - £10k grants available this year through NALC, to be used within the year.

Agenda item for January.

1124/FC2220 **Potential Open Space Improvement Plan (POSI.) Consideration to be given to schemes to be added to/removed from the document**

The following was agreed:

Clerk to speak to Cllr Abbott regarding the Silver End Bowls Club parking – would need to be for everyone's use not just for them but there were concerns that the verge forms part of their lease, if so it wouldn't be eligible for S106.

Remove last public artwork item.

Sportsground infrastructure improvement - floodlight upgrade for SEUFC and mobile football stand.

Community Orchard – pathway to bench and new bench.

Agenda item again for December if new items are to be considered. **Members** to notify the Clerk.

1124/FC2221 **S106 Meeting Report – making agreement or declining where appropriate**

The meeting held on 24th October was attended by Sarah Burder, BDC, and AB, KM, IA and BT from SEPC. Minutes have not been produced by BDC yet. Points of note:

- Water butts to be installed at the garages by the allotments.

- Suggest that SEUFC make a planning app for the floodlights and then apply direct to BDC for S106 monies to replace.
- POSI – add Bowls Club to the plan – for use of anyone, including privet hedging and landscaping – question whether this is eligible for S106 unless available for all to park.
- Following results from consultation, can decide on best use and maintenance of the tennis court and MUGA.
- SEHS need to apply for planning permission for the heritage boards. Cllr Abbott will attend their next meeting.
- Torii arch quote required from Johnathan Barker – terms to be checked. Need copy of quote to send to Sarah. Could potentially budget and SEPC pay for it and install it now. **Agenda item** for next month – Clerk to liaise with Johnathan Barker regarding the quote.

Agenda item for next meeting to discuss the consultation results.

Next S106 meeting 20th February at 2pm.

1124/FC2222 **NALC Clerk's Pay Increase Bands 24/25**

Increased bands have been released for the current financial year. All agreed that the Clerk's salary will continue in line with the current band for 20 hours a week. Increase to be backdated to 1st April 24, as instructed.

1124/FC2223 **Agenda items for the next meeting**

Next Full Council Meeting – 11th December

Project Plan

There being no further matters to discuss the Chair called the meeting to a close at 21.29.