



SILVER END PARISH COUNCIL

Minutes of the Full Parish Council meeting held on 23rd October 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,) Mrs Temple (Clerk,) Cllr Abbott (JA) (BDC, left the meeting during 1024/FC2203) and Cllr Playle (RP) (ECC, left the meeting after 1024/FC2201.)

1024/FC2197 **Apologies for absence:** Cllr Wright (BW) (BDC.)
Absent without apologies: None.

1024/FC2198 **Declarations of Interest** by Members in respect of any items on the agenda.
None were given.

1024/FC2199 **Members of the public** are given an opportunity to speak at this point.
None were present.

1024/FC2200 **Minutes of September's Full Council Meeting** were agreed and signed as a true record, taking into account the following amendment:

0924/FC2189 should read PH and AB in the first line – **Clerk** to amend.

Clerk's Report:

- Letter of resignation received from John Bailey, from SEPC. **Clerk** can now inform BDC.
- A new bank mandate is to be completed to reflect Cllr Sullivan's election to Vice Chair. **Clerk** to prepare.
- **S106 meeting** with BDC to take place at 2pm tomorrow – Cllrs McDonald, Bugg, Ashford, Abbott (BDC) and Wright (BDC) to attend along with the Clerk.
- The licence for the proposed gateway on Temple Lane is in the process of application, with the **Clerk** liaising with the Clerk from Black Notley.
- All items for the Halloween event have been purchased and laminated in advance of the event. Notices have been placed on the board and the web and the **Clerk** asked if a copy could go on FB – IA. **Send copy to IA.**
- Reminder that the Colne Valley Community Energy Project Showcase Day takes place on 16/11, 10-4pm. **Cllr McDonald** to attend.
- Bleed control/defib contents lists laminated to be placed inside the boxes by **Cllr McDonald.**
- Confirmation received today that the earmarked reserve deposit account is now open. The **Clerk** will make a transfer.

1024/FC2201 **Report from District/County Councillors**

Cllr Abbott reported:

- November meeting for Rivenhall PC – agenda item for £8k for tree planting in the ward. Suggesting that they apply for them and SEPC.
- Local Plan – meetings early next year but no dates yet.
- Formal process for Conservation Guide update – moving forwards with a public meeting in Silver End.
- Supports a proposal for an extension to the bus service.
- No news yet for the factory site planning forum.
- Street light out in Grooms Lane/Western Rd – he contacted BDC who he believes have previously put a bulb in – hopefully resolved soon.
- Daniel Way access/ Redrow – speaking to Neil Jones – Redrow have filled ditch in, not piped but wide enough for access. Want them to prevent vehicle access. Meeting tomorrow. Cllr Ashford asked them to look at access with Western Rd too.
- Hedges and trees reported – house in Western Rd in particular which is owned by Eastlight.
- BDC Tree officer – asked if Memorial Gardens tree survey completed. No response yet.

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

KM – Members forum for Bellway site – asked if notes taken at the meeting. JA will investigate.

KM – Bellway site – S106 money allocated direct from Bellway as agreement went through inspectorate rather than through BDC? JA doesn't believe this to be entirely true but he will check.

KM – queries why we don't have notification of larger applications in surrounding villages as they have an effect on Silver End. JA agreed we should all work together.

AB – lack of waste bins along by Redrow. JA will investigate.

AB – tree in Boars Tye Rd with TPO is reviewed in 6 months as with all TPOs. JA - this is how the process works.

AB – CCTV put around the village hall – why aren't people being prosecuted? JA will speak to BDC as it is their building and they should be protecting it.

PH – car tyres dumped at Links Lane near Bradwell. JA will investigate.

AB – streetlight Boars Tye Rd – out long term – no 13. JA has been pushing ECC for repair – power supply problem.

AB – crossing patrol wardens have approached him about the speeds on Boars Tye Rd. JA has written again providing statistics – response suggested that nothing is likely to be done but they do support the pushing of the speed limit out.

MS – crash by the 3 Ashes as the hedge is still blocking sight lines. JA will push again and mention to Crossing's county councillor to ask him to help.

MS – resident fence panels etc dumped on the corner of the village hall field. IA believes it is the maintenance company. JA will investigate.

Cllr Playle reported:

- Boars Tye Rd lights mentioned above are due for repair mid-November.
- Next week the pavement outside the factory site is to be repaired.
- Benches are installed in Broadway/Temple Lane/Valentine Way junction – good to see.
- Factory site – report due shortly for completion. Application/forum may be slightly delayed until early next year.

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

KM – drop kerbs – RP reported that the new LHP officer is in place and he intends to raise this with them shortly.

KM – he is now BALC rep on the LHP.

KM – 2 articles in paper regarding financial position of councils in the UK. Concern over the high amount of \$106 monies being held. JA – agrees that there is money being held and that parish and community funding is likely to be cut back next year. BDC are thought to be in a relatively good situation. RP – ECC are not in a great position but others are far worse.

PH – pot holes – particularly in White Notley – RP confirmed that the latest date for repair is mid-November.

IA – Silver Street – contractors have repaired the patches but the largest one has not been touched – now getting worse. RP will look into this.

Cllr Playle was thanked for his attendance and left the meeting at this point.

1024/FC2202 **Planning Applications – agreed via email communication since will be the last meeting. Only objections or formal comments noted.**

24/01377/OUT Land West of Western Lane

25 dwellings with public open space.

Objections: Silver End Parish Council support all objections already made by residents of the village. Particularly highlighting:

- Building so many houses with only single lane, country road access, without footpaths, is more than inappropriate.
- There have been major drainage and sewerage issues on this site which have resulted in flooded dwellings.
- Access onto Western Road is on a blind corner.
- As with all new building in the area, the infrastructure is simply not there. This needs to be addressed before any further planning is considered.
- Loss of green space in the village centre should never be agreed.

Clerk asked to contact Enforcement – 58 Francis Way is installing a block paved driveway to the full frontage.
Any large applications that may require further discussion.

None.

Planning Applications received after agenda was set.

24/02094/FUL 42 Broadway

Replace front door and frame

Objection – does not conform with current conservation guidelines

24/02143/FUL Land West of Boars Tye Road

Construction of temporary access

Objection:

The application suggests using an alternative access point to the illegal access where hedgerow has already been removed. Rather than remove yet more historic hedgerow unnecessarily, suggest that they use the original access point.

It should also be noted that it is not mentioned in the included paperwork how long biodiversity takes to reach levels and there is no mention of how this increase will be measured

1024/FC2203 **Correspondence – not already included in the Clerk's report**

Member of the Public – on behalf of the Boars Tye Residential Home they ask for support to extend and improve the bus service to the village. They are struggling to recruit staff due to the current service. One of their shifts starts and ends at 20.00 with the last bus being at 19.00. Plus no service at all on a Sunday. The Surgery is noticing that patients cannot make it to appointments at all/on time and they have similar issues with staff. Cllr Abbott supports an approach to the bus company. Cllr Hughes proposed that the **Clerk** make initial approach to the bus company with Cllr Bugg acting as second, all agreed.

Sharon Gray – notification of the Remembrance Service on Sunday 10th November at 10.45am. Cllr Bugg will lay wreath on behalf of SEPC.

BALC – draft minutes from the meeting on 16/10.

BDC – Booklet produced for pensioners in navigating recent changes to the Winter Fuel Allowance. **Clerk** has put it on the website.

EALC – Planning Course 30/11 9.30-3pm at the EALC offices. £130 + VAT. KM and SA asked for details from the **Clerk** and all agreed that payments could be made from the training budget.

BDC – Potential Open Space Improvement (POSI.) Notification of new sites and removals by 31/1/25. **Agenda item for the next meeting.** Cllr Ashford mentioned that he would like to see gates added to the Village Hall field to prevent access for motorbikes.

Finchingfield and Wethersfield PCs – consultation for agreement for them to collate a joint plan from 7/10 to 22/11.

Hire A Hall – halls booked from 3-9pm on 7/12. **£145 refundable deposit required.**

Travel Essex – subscription to news update service. Available to all.

1024/FC2204 **Reports from Silver End Councillors – Meetings/activities**
ECC/BDC/Eastlight New Reports

BDC – confirmation that the toilet is now working.

Only other item outstanding from the litter picker is the triangular sign knocked down on Francis Way. ECC have been notified. **Clerk** to chase if required.

CT – **Clerk** to notify ECC that the red phone box on Western Road is covered by vegetation.

AB – ping pong table being well used, by all age groups.

AB – Erica Peagram, volunteer litter picker, has moved away to a care home.

Cllr Abbott left the meeting at this point.

KM – BALC – put himself forward for LHP meeting representative.

KM – 100th meeting yesterday – 13 attendees – need to organise the fayre first – 17th April 2026. Torii arch £13500 cost. **Next meeting 4/2/25.**

KM – magazine meeting – now printed and sent out.

KM – S106 meetings and Silver End Conservation Area Appraisal and plans to attend the Colne Valley Energy Project Showcase Day. PH suggested putting on a local event with the information gained from the latter.

KM – asked about the current situation of finding a quiet, contemplation area – AB suggested the catholic church gardens as it is very quiet whereas the Memorial Gardens area originally suggested is actually noisy. **Clerk** asked to write to Brentwood Diocese for permission. The **Clerk** suggested the area by Bristol Court. All agreed that it would be ideal to gain **Leila Hobart's** thoughts.

KM – asked about the bench by Western Road. Clerk confirmed that it was with ECC for a licence but that SEPC are awaiting confirmation from ECC about whether or not they will put a bus shelter in this position. **Clerk** to chase.

KM – Greener Silver End are not prepared to take on allotments.

KM – pond in Memorial Gardens. What are the PC prepared to do about it? Ducks cause the issues but also bring a lot of enjoyment to the village. If the ducks stay then the pond will never be clean. PH proposes erecting signs not to feed the ducks bread as not good for them as it makes the water green. Purchase 3 with a max £100. Cllr Ashford acted as second. All agreed. **Clerk** to send details and signs to CT.

IA – street lamp at the end of Daniel Way, near bollards. **Clerk** to report.

1024/FC2205 **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 **1024i**, 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 1024i:

£145 refundable deposit to Hire a Hall for the Christmas Event 7/12

£2800 + VAT C Bailey – re-lay the pathway at Daniel Way (0824FC2175)

£750 trees to be planted where trees have not been replaced in village, from councillors' budget – MS, IA & SA (1024/FC2207)

£100 - Duck signs (1024/FC2204)

£900 + VAT – C Bailey to install 2 benches (1024/FC2206)

£1000 – Apple trees and compost for Bristol Court + compost (1024/FC2207)

£250 – Beech trees for the Memorial Gardens (1024/FC2208)

- **Half Year Annual Budget**

The **Clerk** will make this is an agenda item for next month to ensure that all projects are accounted for in 24/25.

- **Completion of external audit 23/24**

PKF Littlejohn have completed the external audit for 23/24. The only amendment being that all capital purchases are to be included in the Asset Register.

Now that this has been minuted the **Clerk** has prepared a Notice of Conclusion of Audit in line with statutory requirements. This has been published along with the certified AGAR sections 1,2 & 3 on SEPC's website.

1024/FC2206 **Quote from Memorial Gardens contractor to install the benches at Temple Lane/Broadway/Valentine Way junction to be considered**

To lay the 2 bases and fit 2 benches, then lay tarmac over the bases - £900 + VAT 180. Total cost £1080.00. Cllr Hughes proposed that this be accepted with Cllr Ashford acting as second. All in favour.

1024/FC2207 **Silver End Tree Survey**

Cllr Sullivan has completed a survey. In 2009 there were 310 trees – lost 52, removed or dead but only 16 have been replaced. Some replacements are looking distressed. He has created a map identifying areas where we could have trees, particularly in Temple Lane. New estates still to be completed. Lots of the new trees are being destroyed with cages.

Cllr Ashford proposed using his councillor grant to purchase trees to plant in verges. Cllr Sullivan acted as second, both he and Cllr Allaker offered their grants too, making a total of £750. All were in favour. Agreed that Silver Birch trees would be ideal, planted on verges away from properties, ideally in the same position as a former tree.

Cllr Sullivan was thanked for his hard work in preparing the new map. The **Clerk** will await details of the trees to be ordered.

The Clerk reported that there was no success with a funding application to purchase the fruit trees at Bristol Court.

Cllr Ashford proposed purchasing them ourselves at a cost of £1000 for 36 trees, plus compost. Cllr Allaker acted as second. All in favour. **Clerk** to order for delivery in December.

1024/FC2208 **Consideration to be given to the replanting of the beech whips in the Memorial Gardens**

Cllrs Hughes proposed using his grant money to purchase beech trees, slightly bigger than whips, to replace those that have died in the Memorial Gardens. Cllr Ashford acted as second with all in favour.

Cllr Hughes will contact the **Clerk** with details to enable her to make an order.

1024/FC2209 **Agenda items for the next meeting**

Next Full Council Meeting – 13th November

Neighbourhood Plan

S106 meeting Report

Clerk's pay increase bands from NALC 24/25

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