

# SILVER END PARISH COUNCIL

## Minutes of the Full Council meeting held on 9<sup>th</sup> August 2023 in the Parish Council Office, Silver End Village Hall.

**Present:** Cllr Bugg (Chair), Cllr McDonald, Cllr Bailey, Cllr Ashford, Cllr Hughes, Cllr Kelly, Cllr Taylor, Cllr Sullivan, Mrs Temple (Clerk,) Cllr Abbott (BDC, left after 0823/FC1998) and Cllr Playle (ECC, left after 0823/FC1998.)

0823/F1994      **Apologies for absence:** Cllr Wright (BDC.)  
**Absent without apologies:** None.

0823/FC1995      **Declarations of Interest** by Members in respect of any items on the agenda.  
Cllr Bailey – 0823/FC2006.

0823/FC1996      **Members of the public** are given an opportunity to speak at this point, however none were present.

0823/FC1997      **Minutes of the previous Full Parish Council Meeting** were agreed and signed as a true record of the meeting.  
**Clerk's Report and matters arising from the last minutes:**

- Next 100<sup>th</sup> anniversary event meeting , 12/9, 7.30pm in the office. **Clerk** to send reminder 2 weeks prior with discussion points from **Cllr McDonald**.
- Lime trees have been cut back at the base, on Silver Street. ECC did the work. To be pollarded in September.
- Luncheon Club to hold a summer picnic on 18<sup>th</sup> August. Hall has been booked and a £60 donation made from SEPC.
- The damaged Hopscotch equipment in the Memorial Gardens has been repaired by BDC and re-opened last Friday. Cllr Ashford reported that it has not been replaced, simply resurfaced. **Clerk** and Cllr Abbott to contact BDC.
- BDC have ensured that the refuse truck workers received credit for their assistance to villagers during their visit in July.
- The website has been updated and has now been made more user friendly and concise. The transfer has been made to Wix for hosting and a 3 year package negotiated.
- The PTA have been notified of the donation and conditions attached as discussed at the last meeting (0723/FC1991.) No comment or response has been received since this email.
- CIF applications have not yet been made, awaiting details from **Cllrs Ashford and Bailey**. Closing date 18<sup>th</sup> August.
- Reports and photos have been sent to Eastlight regarding parking outside the bungalows on Broadway. They are pushing this through as it is a persistent issue.
- Essex Parking Partnership have responded following the Clerk's complaint of parking on the footpath, outside the Chinese Takeaway. They have stated that where there is no restriction in place they can only take action where a vehicle is blocking a dropped kerb that is for public use – such as crossing the road. If parking causes an obstruction or is dangerous then the matter falls within Police jurisdiction.
- All Registers of Interest have been agreed by BDC and have now been published on their website.
- Sarah Burder, responded re S106 monies, sadly too late for inclusion on this meeting's agenda. Notification that the tennis pavilion has been removed. Many other matters raised and all details have been sent to Members. Cllr Ashford suggested an **agenda item** for September giving Members an opportunity to give consideration to the issues. BDC would like to meet again, the first week of November was suggested and the **Clerk** will confirm this with all attendees.
- BDC re the hall/Green Mews issues – they are happy to put up 'No Ball Games' signs on the side of the village hall, although they feel they are unlikely to deter individuals. For any specific issues they ask that Hire a Hall are contacted immediately to check the CCTV and a Police report needs to be made.
- Cllr Bailey has been liaising with ECC regarding fixing the proposed benches.

0823/FC1998      **Report from District/County Councillors**

Cllr Abbott (BDC) reported:

- Believed hopscotch replaced rather than re-surfaced. He will speak to BDC.
- Service level for Mem Gdns partnership funding will remain but street cleaning partnership will be removed 24/25. **Agenda item** for November/December.
- Reflective strip to be added to all entrances of village hall.
- Silver Street trees cut back and will be pollarded in September.
- Green bin – charging will go ahead following his attempt to call in – disappointed with poor response. Other options considered but haven't been shared generally. Anticipate losing money for first 3 years. Concern over effect on vulnerable people. Expression of interest can be made for the service at this stage. Unused bins to be left with residents. Cllr Abbott anticipates issues.
- Eastlight – Magdalene Cres. to Valentine Way alley has been tidied, but not well. Alley behind church still to be done.
- BDC Conservation Guideline timetable – should be completed by early 2024. Timetable followed a written question.
- Pylons – letter of concern put in from BDC.
- S106 monies many things to consider.
- Number of roadworks in local area, causing many traffic issues locally.

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

JB – the repair of the pathways in the Memorial Gardens is appalling. Cllr Abbott will investigate as the intention was to level it. Cllr Playle (ECC) reported:

- Roadworks carried out now due to the school holidays, appreciates that it has caused disruption.
- Pot holes being held up by the roadworks. Some have been marked up.
- LHP – speed surveys update – insufficient funding to carry out them all. 2 surveys per councillor. Request to Parish Councils to fund them – about £300.
- Condition 66 meeting – enforced Indaver to build what it has permission for. Indaver claim they are not bound by this. Hearing last week at ECC – condition was removed. Hearing in October and he will pass on any info. Unfortunate that the DCO is also taking place at the same time.
- Pylons – deadline for 2<sup>nd</sup> consultation 21/8.

Cllr Playle was thanked for this attendance and his report. The Chair opened the floor to questions:

IA – feels let down by ECC once again re Indaver. Cllr Playle reassured SEPC that he spoke against it. Other comments made:

- PH the conditions were set by the Inspector, yet the developer states they are unenforceable and runs all over them
- IA – why have a planning inspector? Suggests that any planning document is not enforceable.
- JB – appreciates that it is not Cllr Playle’s fault and can’t force someone to build something that they decide against.
- PH - if Inspector puts in a condition that it only goes ahead if all elements are adhered to, how can that not be enforceable?
- Cllr Abbott – agreement was for an IWMF. Rather than making a new planning application for an incinerator they are working on the basis that they will build what they want. The honest thing would be to put in new application. However they know that what they currently have permission for is not financially viable.

Cllr Hughes proposed that the **Clerk** write to the Planning Inspector stating that Indaver are flagrantly ignoring the PI’s conditions and therefore questioning their judgement. Cllr Kelly stood as second. No further proposals and all agreed at a vote.

Both councillors were thanked for their attendance and they both left the meeting at this point..

#### 0823/FC1999 **Planning Applications – agreed via email communication since the last meeting. Only objections or formal comments noted.**

**Planning Application:** 23/01638/HH 119 Wood Grove

Erection of 2 storey side extension

Comment: Silver End Parish council support this application due to its special nature. The application should be approved due to the disability and need for the application. Given that the previous application was refused due to the loss of open space it should be highlighted that there is sufficient amenity space around the neighbouring block of flats. This makes up for the small loss of green space in the front garden of the applying property.

#### **Any large Planning Applications or Applications received after agenda was set**

None.

#### 0823/FC2000 **Correspondence – not already included in the Clerk’s report**

Cllr McDonald continues to keep all Members up to date with information regarding the pylons.

RCCE – Event – Helping Communities Deliver net zero – Tuesday 5<sup>th</sup> September, 9.30-4.30 at Anglia Ruskin. Register to attend.

Notice placed on the board. The **Clerk** registered **Cllr Hughes’** attendance – currently on waiting list.

BALC – draft minutes from the meeting held on 19<sup>th</sup> July.

Member of the Public – concern about a BDC Volunteer who is based in the village. All Members made aware and they will keep an eye out for her.

Indaver – information hub open days, welcoming feedback re the DCO (Development Consent Order) proposals. Clerk has details of the events.

Members of the Public – concern over the damaged play area. Passed over to BDC who then closed the area until repair.

Member of the Public – concern over the poor state of the pond. Discussion had and then passed to BDC.

BDC – Volunteer & Active Braintree Awards. Many different awards for those that inspire and make communities better, healthier places. Closing date 15<sup>th</sup> September. Cllr Ashford proposed that Erica, the community litter picker is nominated for a long service award or for ‘going the extra mile.’ All agreed. **Clerk** to liaise with Cllr Bugg.

Indaver – September’s IWMF Liaison meeting re-scheduled to 29<sup>th</sup> September at 11am. In person at the Hub or via Teams. Cllr McDonald asked the **Clerk** to send his apologies.

#### 0823/FC2001 **Reports from Silver End Councillors – Meetings/activities**

Cllr McDonald – Indaver – good attendance for DCO presentation.

Cllr Kelly – BALC mtg – presentation by Emma Gooding, BDC. 2 areas covered - S106 – current fund is spent – staffing – they have a real shortage. Confusion over holding BALC meetings elsewhere but he feels that holding it in Witham works well.

Question regarding holding Parish Annual Meeting virtually was discussed although there were varying thoughts on what was actually allowed.

#### **ECC/BDC Reports**

Member of the public reported the overgrown hedge on the corner of Runnacles Street and Broadway. Unsure whether the problem lies with a private or Eastlight resident. Both ECC and Eastlight have been notified stating that the path is obstructed. Eastlight plan to visit site to establish exactly which property the hedge belongs to and report back to the **Clerk**.

#### 0823/FC2002 **Finance**

##### **Payments made since the last meeting:**

Office service charge	40.00	Printer ink	13.99
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Petty cash	13.99	Memorial Gardens contractor	462.00
Essex Pension Fund	532.73	Tiptree Meals (14 <sup>th</sup> July)	137.00
L/Club summer picnic	60.00	L Hobart (website update 3yrs Wix hosts)	1936.00
RCCE (annual membership)	105.60	Calibration - Defib service	154.80
Refuse truck (8/7)	261.25	Speedprint (WoSE)	652.00
HMRC Q2 (Direct Debit)	1524.52		

**Payments to be made:**

Banners	132.00	Rialtas (Financial software)	825.00
Office service charge	40.00	Printer ink	26.99
Stationary – Clerk exps	32.25	Stamps – Clerk’s exps	12.00
Essex Pension Fund	532.73	Memorial Gardens contractor	462.00
Talk Talk DD (Broadband and phone)	59.54	BDC DD (Waste contract)	111.17
Eastlight DD (garage rental)	58.41	Salaries (August)	2841.48

All agreed.

**Bank Balances**

Current Account	£ 4,297.49
Deposit Account	£ 50,000.00

The Clerk confirmed that she completed training with Rialtas for the new financial software. April, May and June’s accounts are all complete and she is waiting for the final piece of information to allow her to complete July’s. At September’s meeting, and every meeting thereafter, she will present the previous month’s reconciliation along with balances at month end. These will then be signed by the Clerk, as RFO, and the Chair of each meeting.

The **Clerk** asked Members for their consideration to be given to SEPC having a debit card. This would allow all payments that the Clerk currently has to make on SEPC’s behalf, and then claim back, be paid directly by the PC. This would confirm that a petty cash account is no longer required. The **Clerk** will investigate whether a revision will be required to the Financial Regulations.

**Agenda item for next meeting.**

At September’s meeting the Clerk plans to look into alternative broadband and phone providers to compare to Talk Talk. **Agenda item.**

**0823/FC2003 3 x new dog bins – agree cost, installation and exact location**

Discussed at 0723/FC1979. Cost of bins £215.84 + VAT each.

Cllr Bailey proposed that 3 bins are purchased as costed, from BDC. Cllr Kelly acted as second. No further proposals and all agreed at a vote. **Clerk** to order. The locations are to be confirmed to BDC as (what3words):

- Daniel Way – cookies.stress.regret
- Western Rd near Redrow – nooks.remarks.arranges
- Near Western Arms – jubilant.petal.cowboy

Cllr McDonald suggested putting a dog bin map in the next WoSE, including the proposed new bins – all agreed.

**0823/FC2004 Consideration to be given to village projects that require funding so that a core list can be formulated.**

Cllr McDonald suggested having a core list ready for funding opportunities, as they arise. All agreed.

**Cllr Bailey** confirmed that he is awaiting quotes for the Torii arch – CIF funding if in time – **Clerk** to investigate how many Quotes are required.

**Cllr Ashford** – will get quotes for SID and hand tiles. CIF funding if in time.

**Agenda item for September’s meeting** for everyone to start list. Cllr Ashford suggested outside gym equipment, H Crittall Hall.

**0823/FC2005 Discuss a letter from SEPC to the Surgery re S106 monies**

Cllr McDonald mentioned previously that it would be a good idea to write to the surgery to let them know about the money that is available for them to request via NHS. All agreed that the **Clerk** should write, notifying them of the £21,150.63 for Silver End hat expires in December, c.c. Primary Care Trust.

**Cllr Kelly** will suggest that all other parishes, under the surgery, should do the same.

**0823/FC2006 Consideration to be given to extend SEPC’s area of responsibility within the Memorial Gardens**

Cllr Hughes noted that at the last BDC site meeting it was commented that their section was in much poorer condition than SEPCs. Asked for consideration as to whether SEPC can improve the condition of the park. Points raised:

- The additional cost will be significant and potential investment would be required for equipment.
- Suggestion to partly increase the contractor’s hours but also have a group of volunteers.
- Concern over cost although it has been confirmed that although SEPC will lose the Street Cleaning Partnership that the money for the Memorial Gardens will stay, however there has been no inflationary figure for the last 3 years nor shall there be in the future.
- Could make use of any grant funding opportunities, although this isn’t guaranteed money.
- Suggested that we get BDC to increase their partnership agreement. Clerk suggested that BDC may increase it now, but there won’t be any inflationary figure and once it’s handed over there will be no giving it back.
- Would aim to take over the soft areas only, not the toilets, play areas or trees.

- A contractor would be the best option as they would have the equipment, including pressure washing every year of play equipment and pathways.
- **Cllr Bailey** will give thought to a ball park annual/monthly figure for boundary hedge cutting, grass cutting, additional planting, power washing. Would need to go out to tender with 3 quotes. **Agenda item** once **Cllr Bailey** provides quote.
- Would need to consider what to do when/if the contractor leaves.

0823/FC2007 **Consideration to be given to a blanket 20mph limit through the village**

Cllr Hughes stated that SEPC have aimed to get 20mph limits through the village suggested extended to the entire village. Has already happened in Chelmsford town centre so can't see that it would be a problem with the bus route in Silver End. Cllr Hughes added that would help with the issue of speeding traffic putting crossing patrol wardens in danger. Cllr Kelly confirmed his support. Suggested staggered limits coming into the village. Proposed a consultation with the public.

Cllr Hughes proposed that SEPC consult with the village for a 20mph limit throughout the village and a progressive slowing zone coming into the village – 40mph to 20mph. Cllr Kelly acted as second. No further proposals, vote:6 in favour 2 against.

Before this the **Clerk** was asked to register as a PC with the 20s plenty campaign as they will be able to assist with the process. **Agenda item** once ready to progress.

0823/FC2008 **Silver End War Dead**

**Cllr McDonald** reported that information is coming together. Radley family are known in the village. A civilian who died is on the Chelmsford War Memorial. Agreed that he will place article in WoSE asking for information, with contact to the Clerk.

0823/FC2009 **Silver End Parish Plan 2008-11**

Cllr McDonald requested that this item be moved to **September's meeting**.

0823/FC2010 **Agenda items for the next meeting**

Next Full Council Meeting – 13th September.

Debit Card

Clerk – Rialtas budget training 21/9.

S106 monies – consideration to be given to BDC's suggestions and the way forwards.

Consideration to be given to changing Broadband and Phone providers.

Clerk confirmed that she will be on a week's holiday for 1<sup>st</sup> week of September and therefore the agenda will be sent a week earlier than usual.

There being no further matters to discuss the Chair called the meeting to a close at 21.50pm.