



SILVER END PARISH COUNCIL

Minutes of the Full Parish Council meeting held on 9th April 2025 in the Parish Council Office, Silver End Village Hall.

Present: Cllr Bugg (Chair, AB,) Cllr McDonald (KM,) Cllr Sullivan (MS,) Cllr Taylor (CT,) Cllr Hughes (PH,) Cllr Allaker (SA,) Mrs Temple (Clerk,) Cllr Abbott (JA) (BDC, left the meeting after 0425/FC2286) and 1 Member of the Public.

0425/FC2281 **Apologies for absence:** Cllr Ashford (IA,) Cllr Wright (BW) (BDC) and Cllr Playle (RP) (ECC.)
Absent without apologies: None.

0425/FC2282 **Consideration to be given to Co-option**

As paperwork has not yet been completed The Chair moved on from this item. **Agenda item** for the next meeting as the Member of the public present would like to be considered.

0425/FC2283 **Declarations of Interest** by Members in respect of any items on the agenda, none were offered.

0425/FC2284 **Members of the public** are given an opportunity to speak at this point.

MoTP:

- The noticeboard outside St Francis Church is in a state of disrepair, which all Members acknowledged. It was agreed that this will be an **agenda item for June's meeting.**
- The lych gate wire meshing is being pulled off, leaving exposed sharp edges. The **Clerk** will speak to BDC – Andy Potter.

0425/FC2285 **Minutes of March'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:)

- Jan Stobart at RCCE does not have a spare key for the woodland. She has suggested attending again regarding the Neighbourhood Plan in July or August.
- Reminder to all of the Annual Parish Meeting on 23/4. Invitations have been sent out.
- Silver Birch trees have arrived and been planted by John Bailey. Beech trees have been delivered to Cllr Bugg for him and Cllr Hughes to plant.
- Discussions have been had with Cllr Abbott regarding SEHS' information boards. The **Clerk** has now contacted SEHS for full details of the boards and confirmation that the landowners have granted permission for their installation.
- Silver End Surgery has been contacted to find out the current state of play with patient participation meetings. Confirmation that the next is on 30th April at Boars Tye House, 2pm. **AB to attend.**
- Currently 43 responses re S106 spending have been received. **Agenda item** for June.
- Formal quote for the **Torri arch** has still not been received but has been promised imminently.
- The trailer and bowser are now located in the Manors garage. Eastlight will repair the door surround.
- Next **Memorial Gardens meeting** will take place on Tuesday 20th May at 10am.
- The table tennis table was damaged by a tree surgeon working on behalf of BDC. This was repaired urgently the following week.
- The broken drain pipe by the library was reported to BDC. They held a survey of the whole building in the last week of March and will make any necessary repairs.
- Refuse truck booked for 12th July & 17th January 2025. **Notices for board, website and WoSE.**

Cllr McDonald reported:

- He has contacted Patrick Wigg regarding a stone for a plaque in the Memorial Gardens – still awaiting reply.
- The agreed article regarding the Neighbourhood Plan has been placed on Facebook.

0425/FC2286 **Report from District/County Councillors**

Cllr Abbott

- Outcome still awaited re bin consultation. Full results after Cabinet Mtg in May.
- BDC close to local plan sites meetings. 15/5 is the first and then weekly. No dates known yet for specific sites. Whole of Rivenhall Golf course is up for potential building, additional to submitted sites.
- Local Government Reform – Essex leaders (15 in total) now can't agree on the shape of the new council.
- Solar Farm application - 100 acres close to Crossing Temple Barns.

- Tipper lorries received complaints. Coming through Cressing and Rivenhall.
- Airfield incinerator – put in applications for erasing noise restrictions, internal layout, building second stack, no visible plume etc. Silver End residents will see the smoke and there will now be 2 chimneys.
- Tree planting issues as POSI document not signed off – money can't be released until it is.
- Reminded BDC of potential for solar panels on the village hall. Waiting for details.
- Pot hole in Silver St reported.
- Verges in Boars Tye Rd – to be litter picked.
- He and BW have fresh grants available.

The Chair thanked JA for his attendance and his report. He opened the floor to questions.

AB – BDC employee mentioned that the village hall roof needs to be replaced is this correct? JA replied that he is unsure but it would be an ideal time for putting up solar panels. PH – suggested ensuring that batteries are included.

KM – Will all District Council policies be thrown out with devolution? JA – he would imagine that important issues will be pooled early on and the rest will be dealt with over time.

KM - may have to remove the gates from the village hall field to allow access for the 100th celebrations. **Clerk** to speak to Andy Potter. New head of operations may be able to help with cleaning the area. JA will send **Clerk** her details.

JA was thanked and he left the meeting at this point.

0425/FC2287 Planning Applications – agreed via email communication since the last meeting. Only objections or formal comments noted:

25/00005/HH 32 Valentine Way Retention of drop kerb and driveway

Objection:

More than 2.5m hedging should be retained.

Any large applications that may require further discussion

None.

Planning Applications received after agenda was set

None.

Enforcement Matters

None.

Planning Appeals

24/02613/HH 32 Valentine Way Single storey side extension and 2 storey rear extension

SEPC did not comment/object initially however it was refused on the grounds of detrimental impact on the street scene in a Conservation Area.

0425/FC2288 Correspondence – not already included in the Clerk's report

MotP – request to use wood chip in the Memorial Gardens, left by tree surgeon. BDC gave their approval.

MotP – concern over the state of the re-surfaced pathway between Daniel Way and Grooms Lane. Has already badly lifted in places, causing a trip hazard. AB has spoken to John Bailey who has requested weed killer and he will then sort it out. **Clerk** to contact John Bailey.

Luncheon Club – dates have been set for the club to meet during 2025/26. All dates have been agreed with Tiptree Meals and Hire a Hall. The latter has continued to offer the hall free of charge for these events. The Clerk has offered thanks on behalf of SEPC.

MotP – re parking in the vicinity of the school. Has proposed a parking permit system for residents and a visitor permit system for school parents. Want to avoid removing hedging from driveways as people are now facing action from Enforcement. Residents will need to pay. KM – it is only a small percentage of the day where parking is an issue. JA has already replied to the MoTP.

Sharon Gray, Silver End Congregational Church – thanks to SEPC for the donation of 2 apple trees as part of memorial to Anne Smith.

0425/FC2289 Reports from Silver End Councillors – Meetings/activities

MS – took Tom Schlaich back to the orchard – brambles growing back quickly as are the stinging nettles. Needs strimming or weed killer or else, within another month, it will be overgrown again.

KM:

- LHP meeting cancelled.
- BALC meeting 16/4 – apologies sent by KM.
- Operation Varsity – very successful event.

100th Anniversary Meeting – items to be agreed

Last meeting was held on 2nd April.

KM – still being let down by fairs – 4 approached so far. Waiting for response from another one.

Need separate meeting with SEPC to discuss events, **date to be arranged**.

Need to book village hall field, Memorial Gardens and Silver St playing field (IA.) **KM** will notify the Clerk of the dates. **Clerk** will then speak to BDC.

MS – spoken to the vintage bus company – waiting for a response.

Reports to be made to ECC/BDC/Eastlight

BDC – knee rail damaged by bus stop.

BDC – 2 bricks missing to side of Village Hall front door.

ECC – gateways have been fitted on Temple Lane but seem to be affecting the SID. **Clerk** to notify **IA**.

Eastlight – notification that the door surround at The Manor's garage is rotten and causing issues when opening the door. They have confirmed that they will investigate and repair.

Clerk to speak to Andy Potter and JA to see if it is possible for BDC to include the Daniel Way pathway as part of their weedkilling programme

Clerk to report and monitor all of the above.

0425/FC2290 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 **0425i**, 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 0425i:

Rialtus (annual software support and maintenance)	243.60
EALC Affiliation (25/26)	850.97
Weed killer	max. 100.00
Speedprint (WoSE)	720.00

Audit 2024/25 - AGAR to be agreed signed and minuted

AGAR Form 3:

Section 1 – Annual Governance Statement 2024/5.

Questions 1-8 answered yes, question 9, answered n/a.

Proposed by PH to accept and agree under minute 0425/FC2290/i and to be signed by the Clerk and AB.

Second: CT.

Vote: All in favour.

Section 2 – Accounting Statements 2024/5.

Proposed by CT to accept the accounting statements as presented and signed by the Clerk. To be signed by AB under minute 0425/FC2290/ii.

Second: MS.

Vote: All in favour.

Internal audit booked with Mrs Tew on Thursday 12th June.

0425/FC2291 Conservation Area Appraisal Guidelines

Cllr McDonald stated that information in the appraisal affects SEPC. Will be limited on potential objections for sites in the future.

22 designated assets in the conservation area.

Considered 'at risk area' on register.

Listing considerations are mentioned regularly in the document.

Views from the conservation area should be considered as an objection.

Suggested pamphlet distribution to all in the area.

A copy of all paperwork should be held in the office.

Many of the issues suggested have already been completed or are being discussed.

Strategic plan – how are we going to object to building in the village?

Neighbourhood Plan – PH and KM think it is better to have it as some form of protection. AB and MS – think there will be lack of input from public.

KM will itemise things that need to be actioned.

MS – suggested that RCCE come once all call for sites have been agreed. All agreed to place the item on the **agenda for July with RCCE then attending in August**.

0425/FC2292 Proposal/quote from John Bailey to maintain Community Orchard

Memorial Gardens contractor has put in the following proposal to maintain the community orchard:

Proposes a monthly visit to include pruning the trees when necessary and strimming and keeping the weeds down across the whole site as well as grass seeding the area. £80 per month.

AB proposed trialling John Bailey for a year on the basis that he believes he can tame the plot. PH second.

Vote: all agreed to give it one year and then discuss again in a years' time. All agreed. **Clerk** to diarise and make an agenda item for May 2026.

0425/FC2293 Agenda items for the next meeting

Annual Parish Meeting to be held on Wednesday 23rd April.

Annual Parish Council meeting to be held on Wednesday 14th May.

Full Council Meeting to be held on Wednesday 11th June.

Agenda items:

- S106 consultation results – June.
- CT – possible agreement for installation of a trench and cabling for the Christmas lights.

There being no further matters to discuss the Chair called the meeting to a close at 21.32pm