

**RIVENHALL PARISH COUNCIL.
MINUTES OF THE MEETING HELD ON 1ST MARCH 2011.**

Present: Cllrs. Abbott, Bills, Brailey, Wright, Salmon, Clark and Prime.

In the Chair: Cllr. Abbott.

Also present: Parish Clerk plus 1 member of the public.

420.. To receive Apologies for Absence.

There were no apologies for absence.

421.. Declarations of Interest relating to Agenda items.

There were no declarations of Interest declared at this meeting.

422.. To approve and sign the Minutes of the meeting held on 1st February 2011.

The Minutes were **unanimously approved** and then signed by the Chairman.

423.. Public Forum for 10 minutes.

The following matter was brought to the attention of Members:

- The Fox Inn planning application - see Minute 425 below.
- Tarmacing of damaged grass verges in Oak Road.

424.. Matters for Discussion:

- i. Possible new footway across the Village Green towards Rickstones Road.
This matter has been included for an allocation of funding from the Witham Local Committee Budget, the result is awaited.
- ii. Various matters associated with the play area in Rivenhall End.
 - a) Repairs to gate/post and fence - Henry Dixon Road/Oak Road:
Unanimously agreed that the Clerk obtain two estimates for these repairs from Mr. G. Shearman and Danbury Fencing.
 - b) Lopping low hanging tree branches - Henry Dixon Road
Unanimously agreed that Cllr. Clark contact Mr. Brice, the owner of the land, before any further action is proposed.
 - c) Making good damage by rabbits in greensward - Henry Dixon Road
Unanimously agreed that the Clerk contact the Council's maintenance contractor to enquire if there is any action he might be able to take to remedy the situation.
- iii. Overgrown footway o/s 6 Henry Dixon Road.
Unanimously agreed that the Clerk report the matter to ECC Highways.
- iv. Flooding under both bridges in Rivenhall End.
Unanimously agreed that the Clerk request ECC Highways to inspect and repair the pump housed within the bridge structure.
- v. Dangerous state of Willow Trees in Henry Dixon Road.
Unanimously agreed that this be reported to ECC Highways for remedial action.
- vi. Narrowness of footway from ex-council properties to Hoo Hall entrance in Oak Road.
Unanimously agreed that the Clerk request the Council's maintenance contractor to undertake this work.
- vii. Oak Road closure at Railway Bridge overnight on 10th March 2011.
Bridge closed from 21.00 to 05.00 for a structural inspection of the bridge.
Inventory check for PC tools/equipment.
Cllr. Bills will compile an inventory and move all tools into the main Council shed nearest to The Rectory. A copy of the inventory to be lodged with the Clerk for future reference.
- viii. Audit for PC shed key holders.

A list of key holders was compiled and will be retained by the Clerk for future reference.

- ix. Revised parking restrictions in Church Road.
ECC Highways reports as follows: *"As changes were requested to the original plans we were not able to progress with the proposals in this financial year. Following the restructure within Highways and major cuts to budgets available, we now have to pass all requests through our customer liaison team who then progress the schemes as funding becomes available. I have progressed the paperwork as much as possible to help speed things up when funding becomes available..."*
- x. RCCE Best Kept Village Competition 2011.
It was unanimously agreed that Cllr. Bills submit an entry for Rivenhall and that Cllr. Clark submit an entry for Rivenhall End and St. Mary & All Saints churchyard.
- xi. Approval of draft Annual Report.
The Clerk produced a draft Annual Report of which, after a few minor amendments, 320 copies will be produced for distribution throughout the Parish.

425.. Planning Matters:

Applications:

11/00152/FUL & PP-01375077: Change of use & demolition of existing east and west wings and erection of new extension to rear and new side extension - The Fox Inn, London Road, Rivenhall End.

Members had no comments to raise regarding the redesign and layout of the proposed building, but did have serious reservations regarding the access and exit from the site on to Oak Road at the junction with the A12. It was agreed that the recommended exit from the site should be a left turn only, as it was considered far too dangerous for vehicles to turn right in order to gain access to the A12, with vehicles exiting the A12 at speed.

11/00194/FUL: Removal of condition 3 following grant of permission 10/01714/FUL - The Matchyns, London Road.

Members recommended the retention of the existing conditions in the absence of information regarding any wider industrial use on the site.

11/00217/FUL: Construction of manege - Colemans Farm, Little Braxted Road.

Members raised no matters for comment regarding this application.

Planning Results:

10/01714/FUL: Link between 2 buildings - The Matchyns, London Road.

Application granted.

10/01632/FUL: Construction of lightweight mezzanine floors - Abbey House, Eastways.

Application withdrawn.

Ongoing Planning Matters:

- i. Local development Framework

Documentation has been received via BDC confirming the Pre-Hearing Meeting scheduled for 29th March 2011.

It was agreed that the Clerk send copies of the documents relating to the Parish Plan to BDC with a formal request that these be entered as part of the evidence base for the submissions the PC has made and the matters they wish to bring to the Hearing. Also to confirm that two Members will be present at the Hearing to represent the PC.

The date of the commencement of the Public Inquiry has been set for 18th May 2011.

- ii. Rivenhall Airfield

- There was nothing to report at this meeting.
- iii. ECC Minerals & Waste Development Framework
The Clerk confirmed that the PC's submissions had been lodged with the ECC in due time.
- iv. New Rickstones Academy
There was nothing new to report to this meeting.

426.. Correspondence received since the date of the Agenda.

- The Clerk has received notification that as from tax year commencing April 2011, the Parish Council must register as an employer with HMRC and operate PAYE on the Clerk's salary.

427.. Finance Matters:

i. To agree accounts for payment.

Proposed by Cllr. Prime, seconded by Cllr. Bills and unanimously agreed that the following accounts be paid; cheques were then drawn accordingly.

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|-----|--------------|---------|-------------------------------|
| 745 | RPFA | £15.00 | Hall hire 02/02/2011. |
| 746 | RPFA | £47.90 | Purchase of salt/grit (50%) |
| 747 | K. P. Taylor | £318.87 | Salary/expenses February 2011 |
| 748 | A. Walsh | £121.00 | Maintenance February 2011. |

ii. BDC quotation for grass cutting at Rivenhall End Playing Field.

The quotation for 2011 is £235.00 for a total of 14 cuts.

Proposed by Cllr. Prime, seconded by Cllr. Bills and unanimously agreed that this quotation be accepted. The Clerk will obtain confirmation that this quotation relates to the Rivenhall End Play Area.

428.. Information exchange and items for the next Agenda.

- To service and return the mower on loan to the PC from Mr. R. Turner. Next Agenda.
- Traffic control at the Railway Bridge. Next Agenda.
- ECC confirm re-erection of footpath signs.
- Further trees required for planting at recycling site. Next Agenda.
- Election information will become available in due course.
- Maintenance of Greenfield's garages. Next Agenda.
- Overhanging bushes along Oak Road - Chairman to contact ECC Highways.
- Utility poles and verge damage along Rickstones Road - Chairman to contact ECC highways.
- BDC have retained funding to RCCE for 2011/12.

429.. Dates of future Meetings:

Tuesdays 5th April and 17th May (first meeting of the newly elected Council) in Rivenhall Village Hall, both meetings commence promptly at 20.00 hours.

Items for the April meeting to the Clerk by 25th March at the latest.

Members are reminded that the Annual Parish Assembly will be held on Tuesday 19th April in the Village Hall, commencing at 19.30 hours.

430.. Closure.

The Chairman closed the meeting at 21.45 hours.

Signed: Date:

CHAIRMAN