

**RIVENHALL PARISH COUNCIL.  
MINUTES OF THE MEETING HELD ON 4<sup>TH</sup> JANUARY 2011.**

**Present:** Cllrs. Abbott, Bills, Brailey and Prime.

**In the Chair:** Cllr. Abbott.

**Also present:** Parish Clerk, plus 3 members of the public.

**398.. To receive apologies for absence.**

Apologies were received from Cllrs. Wright, Clark and Salmon.

**399.. Declarations of Interest relating to Agenda items.**

There were no Declarations of Interest.

**400.. To approve and sign the Minutes of the meeting held on 7<sup>th</sup> December 2010.**

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

**401.. Public Forum for 10 minutes.**

The following matters were brought to the attention of Members:

- The continued use of the Rivenhall village website.
- Planning application for 321 Rickstones Road - see under item 403 below.

**402.. Matters for Discussion:**

- i. Cancer Research UK - possible Section 137 donation in 2011/12.  
**Proposed by Cllr. Prime, seconded by Cllr. Bills and agreed unanimously** that a donation of £25.00 be made during the next financial year.
- ii. BDC LSP Assembly - revised date of 18<sup>th</sup> January 2011.  
Cllrs. Wright, Prime and Clark originally agreed to attend this Assembly. Cllr. Prime agreed to attend and the Clerk will contact Cllrs. Wright and Clark regarding their attendance.
- iii. General maintenance required within the Parish.  
For the maintenance contractor to clear the litter from the area of 'natural biodiversity' in Oak Road.  
During the bad weather it became apparent that gritting was required along the entrance to the Beech Road garages from Tusser Close. **Proposed by Cllr. Prime, seconded by Cllr. Bills and unanimously agreed** that Greenfields be requested to install a salt bin at the top of the garage hill.
- iv. Annual Report and Annual Parish Assembly.  
The date of the A.P.A. is Tuesday 19<sup>th</sup> April at 19.30 hours in the Rivenhall Village Hall, invited speakers agreed as Mrs. Olive Cowell, representative from the local Essex Police and a senior officer from BDC.  
It was agreed that the Clerk arrange for a Local Information document to be available at the A.P.A.  
Members agreed to provide the following information for the Annual Report, which is to be produced in A4 format using larger fonts, this information to be with the Clerk no later than the March meeting:
  - The Clerk - financial statement and budget report.
  - Chairman - Report, plus planning and highways matters.
  - Cllr. Brailey - footpath matters.
  - Cllr. Clark - Maintenance details.
  - Cllr. Bills - PC surgeries, local police liaison, bad weather issues plus liaison with the Clerk regarding Community Speedwatch.

- v. Community led planning in BDC - specific to Parishes.  
This document was placed in the circulation file for Members to read so that it can be discussed at the next meeting.
- vi. Request for a salt bin on the grass verge at the top of St. Mary's Road.  
**Proposed by Cllr. Bills, seconded by Cllr. Prime and unanimously agreed** that the Clerk request permission from Greenfields for the existing salt bin to be relocated from Church Road up to the top of St. Mary's Road.
- vii. Possible Tree Planting Grant available from April 2011.  
This document was placed in the circulation file for Members to read so that it can be discussed at the next meeting.
- viii. EALC Training Courses.  
Insurance Workshop - 2<sup>nd</sup> February 2011:  
How to raise the profile of your PC - 15<sup>th</sup> February 2011:  
It was not felt necessary for any Councillor to attend these courses.

#### 403.. **Planning Matters:**

##### **Applications:**

**10/01632/FUL:** Construction of mezzanine floors for B1 office use - Abbey House, Eastways.

Members commented that any new/replacement lighting should be to an acceptable standard; directed flat to the ground, energy efficient and timer controlled where appropriate.

**10/01647/FUL:** Loft conversion with dormer windows - 31a St. Mary's Road.

Members raised no objections to this application.

**10/01691/FUL:** Side & rear extension and rooms in roof - 321 Rickstones Road.

Members raised no objections to this application.

**10/01714/FUL:** 2 Storey link between blocks 2 & 3 & removal of 2 chimneys - The Matchyns, London Road.

Members raised no objections to this application.

##### **Planning Results:**

**10/01435/FUL:** Erection of garden outbuilding - 36 Oak Road.

Application granted.

**10/01384/ADV:** Display of illuminated sign - The Matchyns, London Road.

Sign granted but illumination refused.

##### **Ongoing Planning Matters:**

- i. Local Development Framework.  
The joint meeting with Witham TC is to be arranged later this month.
- ii. Rivenhall Airfield.  
Nothing further to report at this meeting.
- iii. ECC Minerals & Waste Development Framework.  
The Chairman will circulate notes regarding the consultation documents.  
There is to be an additional exhibition at Silver End on 26<sup>th</sup> January 2011.
- iv. New Rickstones Academy.  
Nothing further to report at this meeting.

#### 404.. **Correspondence received since the date of the Agenda.**

There was no correspondence to report.

#### 405.. **Finance Matters:**

To agree accounts for payment.

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

735	£270.00	Hipwell Bookbinders	Binding Council Minutes
736	£246.09	B. D. C.	Grounds maintenance 2010/2011
737	£30.00	R. P. F. A.	Hall hire (Jan/Feb 2011)
738	£10.00	The Henry Dixon Hall Charity	Hall hire (June 2011)
739	£4,423.52	Solagen	VAS & extension for Henry Dixon Road (excl. 10% retention)
740	£373.94	K. P. Taylor	Salary/expenses (Dec 2010)
741	£76.00	A. Walsh	Maintenance (Dec 2010)

**406.. Information exchange and items for the next Agenda.**

- Signage at Footpaths 45 and 46.
- Footpath problems to be referred to Cllr. Brailey - information to be displayed on notice boards.
- Amendment of Cllr. Brailey's contact details.
- Congratulations to Mrs. M. Prime who has been awarded the MBE.
- Chairman reported two more traffic accidents along Park Road.
- The dumped cable casing has been removed from the recycling site.
- Increase in litter along local roads.

**407.. Dates of future Meetings:**

Tuesday 1<sup>st</sup> February in Rivenhall Village Hall and Tuesday 1<sup>st</sup> March in The Henry Dixon Hall, both meetings commence promptly at 20.00 hours.

Items for the February meeting to the Clerk by 21<sup>st</sup> January at the latest.

**408.. Closure.**

The Chairman closed the meeting at 21.26 hours.

Signed: ..... Date: .....

CHAIRMAN