

SOUTH HANNINGFIELD PARISH COUNCIL

Minutes of a council meeting held on Thursday 6th June 2019 in Ramsden Heath Village Hall.

Present: The Chairman and Councillors Black, Walker, Marsello, Burgess, Bonnett, Coveley, Huntington and Vickers. Three residents were in attendance and the Clerk kept the minutes.

- 1. Apologies for Absence** – Councillors Whitehead and Mitchell.
- 2. Tina Coveley to sign her Declaration of Acceptance of Office** – Cllr Coveley signed her Declaration of Acceptance of Office in the presence of the meeting.
- 3. Disclosure of Interests** – Cllr Bonnett declared a non-pecuniary interest on agenda items 7 C&D.
- 4. Public Speaking Time to include additional planning proposals at Field View, Castledon Road, Downham.**
 - a) Two residents attended to report how dangerous it is exiting their driveway, due to the fallen tree in Downham Pond. You cannot see the oncoming traffic approaching and there have been a few misses. The Chairman asked the residents to detail their concerns, in an email, and send this to the Clerk. She will then forward this to Essex County Council.
 - b) The resident of Field View came to discuss his proposed planning application and asked for the Parish Council's support with this.
- 5. Acceptance of Minutes and AGM Minutes dated the 9th May 2019** – Proposed by Cllr Black, Seconded Cllr Walker.
- 6. Progress Report from the Clerk and Councillors -**
 - a) 7a-Cllr Walker reported that she had passed the Picnic Day Notice onto the School.
 - b) 10a-The Clerk reported that it is not a bungalow the resident wants to build; he wants to bring the garage forward to form a barrier.
- 7. Planning -**
 - a) 19/00788/Ful – 8 Brabner Gardens, Ramsden Heath – Garage conversion to form a garage – No Objection.

- b) 19/00705/Ful – Hanningfield Gate, South Hanningfield Road, South Hanningfield – Partial demolition of existing office building and erection of new two storey office – No comment.
- c) 19/00633/Ful – Ramsden Hall School, Heath Road, Ramsden Heath – Extension of existing teaching block to provide new replacement and additional teaching facilities, erection of new replacement residential accommodation block, associated hard and soft landscaping and replacement car parking – No Objection, but would refer to VDS, no 3 storey structures.
- d) 19/00853/Ful – 6 Stoney Hills, Ramsden Heath – Single storey part rear extension – No Objection.
- e) 19/00850/Ful – 71 Park Lane, Ramsden Heath – Demolition of existing garage. Two storey side extension and new car port to front – Object, overdevelopment and the car port is too close to a very narrow lane.
- f) 19/00789/Ful – Nettlebed, Hawkswood Road, Downham – Retrospective application for 2 dormer windows (front & rear) to domestic garage and conversion of garage roof space to habitable room – Object, change of use, unlawful.
- g) 19/00885/Ful – Fairway, Mill Lane, Ramsden Heath – Two storey side and rear extensions, loft conversion including dormers to the front and rear elevations, open porch to new entrance – No comment.
- h) 19/00851/Ful – Land adjacent to 71 Park Lane, Ramsden Heath – Construction of new dwelling with detached carport – Object, refer to VDS, no 3 storey buildings and this is on the borders of green belt land.

8. Finance -

- a) To ratify and approve cheques for signature in accordance with the 2019-20 Budget – Proposed by Cllr Black, Seconded Cllr Vickers. *Cllr Thomason Declared an Interest, **Payment made under Section 137:

Ratification

104767	BFS Ltd	Fuel	£ 61.83
104768	Playsafety Ltd	Rospa report	£ 206.40
104769	Ealc	Exam fee	£ 192.00
104770	Ealc	Course fee	£ 180.00
104771	PC Help Ltd	Printer repair/test	£ 105.00
104772	VOID		
104773	Ramsden Motors	Battery	£ 64.79

104774	J Moule	Re-imb Picnic Day**	£ 90.00
104775	J Moule	Re-imb cradle seats	£ 292.80
104776	J Moule	Re-imb Picnic Day**	£ 59.00
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104777	Cash	Petty Cash	£ 90.20
104778	Tracy Clarke	Tree report	£ 1517.40
104779	Asap Office Services	Internal audit fee	£ 168.00
104780	BCG Direct	Stationery/Stamps	£ 526.68
104781	Ernest Doe&Sons	P3 servicing/fuel*	£ 167.54
104782	VOID		
104783	R Thomason	Salary*	£
104784	M Holt	Maintenance	£
104785	R Drew	Maintenance	£
104786	J Moule	Salary	£
104787	HMRC	Tax &NI	£
104788	HMRC	NI	£
104789	Essex Pension Fund	Pension	£
104790	Essex Pension Fund	Pension	£
104791	Ernest Doe&Sons	Parts/fuel/machinery*	£ 412.75

b) Approval of 2018-19 Year End Accounts – Approved by Cllr Marsello, Seconded Cllr Burgess. All in favour.

c) Discuss and agree to remove the fallen tree from Downham Pond, if ECC do not agree to action this – Cllr Black suggested that as Cllr Whitehead is still in consultation with ECC, we defer our decision. All in agreement.

9. **Discuss and agree the draft Housing Needs Survey** – After lengthy Discussion, members would like the survey re-worded to show that it is the Developer who has approached the Parish Council to see whether residents would like affordable homes within the Parish. The current document looks as though it is the Parish Council who is requesting the information. The Clerk to contact the RCCE and request the documentation is re-worded.
10. **Family Picnic Day Up-date** – Cllr Black and the Clerk updated Members and will run through in further detail at our next meeting.
11. **Election of Parish Council Representatives to join the SHVH**

Committee – The Clerk reported that Cllr Black has kindly agreed to be our Representative until the new Councillor for the South Hanningfield Ward has been co-opted.

12. Matters for Information –

- a) Cllr Vickers reported that there had been an accident during the recent Triathlon in South Hanningfield.
- b) Cllr Vickers reported he had contacted E&S Water regarding the surface drain by the post box in South Hanningfield Rd. He has requested that a bollard be installed to stop vehicles from mounting the pavement.
- c) Cllr Walker gave her apologies for the next meeting.
- d) Cllr Walker asked the Clerk when the Downham Primary School Sports Day will be held?
- e) Cllr Bonnett asked Members if they agreed for her to contact Cllr Grundy and request that Crowsheath Lane be one of his five selected highway repairs, which are guaranteed to be carried out? All in agreement.
- f) Cllr Black reported that the fire brigade was called out to the nature reserve last week.
- g) Cllr Black reported there are numerous empty silver bullet capsules within the Parish.
- h) Cllr Marsello thanked the Clerk for sending through the Tree Report. The Clerk confirmed this matter will be discussed at a future meeting.
- i) Cllr Marsello asked the Clerk when she will be using the new Accounts package?
- j) The Clerk confirmed that Ken Maycey and Kathy Smith have been invited to the Chelmsford Champions Evening.

13. Date of Next Meeting – The Clerk reported this will be held in Downham Village Hall on Thursday 20th June 2019.

There being no further business, the meeting closed at 9.42pm.

Approved as a true record.

Signed.....Dated.....