# **BLACK NOTLEY PARISH COUNCIL**

MINUTES OF THE PARISH COUNCIL MEETING HELD ON WEDNESDAY THE 23RD AUGUST 2023 AT 7.30 PM AT THE PAVILION MEETING ROOM AT THE BLACK NOTLEY PLAYING FIELDS, BLACK NOTLEY.

IN THE CHAIR: CLLR. S. PEDDER.

PRESENT: CLLRS. M. FORD, J. SMITH, M. SIMMONS, A. GEORGE,

 S. ELDEN-LEE.

PARISH CLLR APOLOGIES**:** - CLLR N. FERRIS, S. GOLDBERG, A. WOOD.

1520/23 DECLARATION OF INTERESTS.

None.

1521/23 PUBLIC QUESTION TIME.

2 members of the public present District Councillor Cunningham and County Councillor Playle.

1522/23 REPORT FROM COUNTY COUNCILLOR AND DISTRICT COUNCILLORS.

Cllr Playle advised that a few local road improvements and gulley’s have been repaired. Essex County Council can use the roar data from the speed survey report that the Clerk sent last month. The need for the ditch clearing in Bakers Lane was discussed it also needs to be also discussed with local landowners. He confirmed that he had received no response from Braintree District Council Planning department after his request for a meeting about the proposed development. Cllr Cunningham will chase this up on his behalf. A list of broken damaged and missing signs to be created by Cllr’s Smith and Elden-Lee to give to Cllr Playle. Beat Surgery is planned for the 9th September 10 – 12 noon to be advertised on facebook shortly.

Cllr Cunningham reported that the Braintree District Council Corporate Strategy document is still live ‘Shaping the Councils priorities’ for the next few years. Local Community Grant funding is also still available.

1523/23 MINUTES OF THE MEETING ON THE 26TH JULY 2023.

Proposed as a true and accurate record.

Proposed Cllr Simmons Seconded Cllr Smith Vote Unanimous

1524/23 CLERKS REPORT.

The Clerk to chase up the Community Speed Watch coordinator as we have not heard anything

 from them in a while.

1525/23 MOVING FORWARD THE COUNCIL – Cllr Ford.

Cllr Ford suggested that maybe we should create a wish list of ideas. He said should we be

helping the Village Hall when its up and running again if they would like assistance. He said

that it would be nice to have the Pavilion used more, Cllr Pedder said this this is an item for

September’s agenda. More Community engagement is needed via social media. Mixed ideas

on bringing back a newsletter, maybe asking to insert a page in the Church magazine. An item

for further discussion.

1526/23 ALLOTMENT POLICY.

Cllr Ford will circulate a copy of Gosfield’s policy and we can compare. Agenda item September.

No mention of non payment of invoices, consider including this and if Plot holders should have 2nd plots when we have others on the waiting list.

1527/23 CORRESPONDENCE.

Cllr Smith raised concerns of dying trees on new housing developments around the Parish.The Crest Nicholson development on Bakers Lane / London Road concerns who is responsible is it the Management Company that is responsible for the tree’s that are dying on the development. Councillor Playle said that this should be reported to Braintree District Council.

1528/23 UPDATE FROM THE COMMITTEE’S –

a) Green Spaces update:- Chairmans report – circulated.

b) The Sub-Committee has for the last year tried to manage Cokers Peace in accordance with the Management Plan produced by Essex Ecology Services (part of EWT) and adopted by Parish Council in July 2022. Cokers Peace is a wild grassland environment which is totally different to the composition of Millenium Green meadow and is proving more difficult to manage, especially with limited resources and lack of volunteers. By adhering to the philosophy of strimming one third on a rotational basis means that the remaining two thirds have become extremely dense, very tall and extremely difficult to strim and clear. A number of negative comments have been received from the public with regard to the appearance of Cokers Peace and that it’s not such a pleasurable space to visit and spend time at the moment. It is therefore recommended that until such time that the PC has time to revisit the Management Plan and has sufficient resources to assist with the on-going management of Cokers Peace that it is suggested that they resume a three yearly cut of the entire area to ensure that it remains a usable space for the Community.

It was agreed that the Clerk obtain quotes for cutting and collecting the grass and cutting and leaving on site 3 cuts per year. This programme to start next spring. Councillor Simmons said that to get the meadow cut back this summer he is happy to work with the Caretaker and Handyman and strim this back as soon as possible.

Proposed Cllr Simmons Seconded Cllr Ford Vote Unanimous

A follow up meeting with Danielle Carbott, Wilder Communications Manager from Essex Wildlife Trust was held on 4th August. She was impressed with the progress that the Parish Council is making and provided further guidance in respect of the on-going management of the playing field ‘wilded’ bund and the Millennium Green meadow. The bund will now be strimmed going forward once a year (September or October) with the cuttings being raked and removed. She advised that we try to remove the brambles from the sand which is the habitat for ground bees and to top up the sand from time to time. Danielle will prepare some information for signage in this area in due course The Millennium Green Management Plan requires us to strim one third of it each year on a rotational basis. We strimmed one third for the first-time last year and this is reaping rewards with regard to the improvement of the biodiversity of the meadow. We can report that we have identified the following plants: Agrimony, a wild pyramid orchid, black knapweed, field scabious, meadow vetching, yellow rattle, creeping spa thistle, sow thistle, common vetch and hogweed. There is a lot of common ragwort and some of this will be strimmed as part of the second annual strim.

The Parish Council has agreed to carry out data collection on the Millennium Green twice per year (spring and summer). This requires two or three people maximum (so as not to damage the meadow) to carry out a 20-point survey and record species found within each 1mtr square of each point and enter findings into the App. The App identifies a number of species for us to record and requires comment on the sward. We attempted our first data capture on 9th August, not quite as easy as we thought! The App would benefit from greater detail and guidance and this has been fed back to Danielle. The tree survey report has been received from Writtle Forest Consultancy. It is a very comprehensive and very well-structured report which breaks down the management requirement for each tree where work or further inspection is required and them provides a timeframe in which to carry out the works (one-three- six- and twelve-month timeframe). Sadly, it has identified the need to remove one of the lime trees as it is dead. For the other lime trees, the report recommends that we remove the deadwood over 50mm in diameter and remove the basal epicormic growth as close as possible to the main stem of the bases to enable them to be re-inspected. The removal of the lime tree will require traffic management. It is not clear whether traffic management controls would be required for the works required for the remaining lime trees, if this is the case then consideration should be given to carry out the works at the same time. Quotations are currently being sought for the removal of the lime tree. The Sub-Committee recommends to the Parish Council that all works up to and including the six months period are carried out prior to the end of March 2024 with the remaining recommended work within the first six months of April 2024. Some of the recommendations from the tree survey can be carried out in-house the clearing the grasses around the beech tree, mulching them and regularly watering them. This approach is to be extended to the cherry trees.

Communications update:-

Website – Discussion on how this is working with the new Company. £18 + VAT per month for the annual hosting and maintenance. Brief discussion had to be an agenda item again in September. Suggestion of looking into other providers. Cllr Elden-Lee to look into the current contract. Facebook isn’t working as well as it could, we need to set up a new email address to this account. Who is the owner or creator of the group? Is this the original Councillor who set up the page. Cllr George to create a new email account for the facebook account. Cllr Goldberg to be made creator of the group initially.

1529/23 HIGHWAY / PUBLIC RIGHTS OF WAY ISSUES.

\* Circulation of the ‘data’ from the Speed Sign.

The Clerk advised the Council that when she is downloading the data on to the mobile phone it gives a message of ‘flash full’ before the download is complete, she has spoken with Houston Radar and its been suggested she try downloading direct to the laptop next time to see if the same error message is received.

\* Would the Parish Council consider funding a speed survey at a cost of £300 each. Yes this was agreed to fund 1 survey. Councillor Playle will cover the cost of a 2nd survey.

Proposed Cllr George Seconded Cllr Elden-Lee Vote Unanimous

1530/23 FINANCE -

a) Circulation of the Finance List.

|  |  |  |
| --- | --- | --- |
| D/D | Npower Business Solutions (street light supply)  | £62.21 |
| D/D | A & J Lighting Solutions Ltd (street light supply)  | £68.22  |
| D/D | EDF Energy (Pavilion) | £27.00  |
| D/D | British Gas Light Business (Pavilion) | £44.53  |
| D/D | BT for Pavilion Office | £42.85 |
| D/D | BT (for Parish Council mobile phone) | £10.80 |
| D/D | Nest (Pensions HW & RG) | £78.16 |
|  |  |  |
| B/Trans | Helen Waterfield (salary) | £775.35  |
| B/Trans | Helen Waterfield (mileage £7.20+ elec £30.00, BT Broadband & calls £28.32 + oust descaler £1.60 + Water Tank £109.68 + Bosch Water pump £130.58) | £307.38 |
| B/Trans | Martin Cudlip (salary + 12 hours overtime mowing paths, strimming, replacing dead plants in planters, install of goal post)  | £591.07  |
| B/Trans | Martin Cudlip (54 miles for the month £24.30 + postcrete £12.80 + chrysanthemum £15.96 )  | £53.06  |
| B/Trans | Richard Goodman (salary + 3 1/2 hours overtime litter picking)  | £713.80 |
| B/Trans | Richard Goodman (bleach £2.10 + mini chainsaw £68.98) | £71.08 |
| B/Trans | James Todd & Sons (monthly wages service) | £39.60 |
| B/Trans | Writtle Forest Consultancy (tree survey and ultra sound) | £1722.00 |
| B/Trans | Rural Community Council of Essex (subs) | 72.60 |
| B/Trans | Kemp Co Ltd (printing Parish Map) | £585.00 |
|  |  |  |
|  | **TOTAL** | **£5,264.71** |

Proposed Cllr Simmons Seconded Cllr Ford Vote Unanimous

1531/23 PLANNING.

**23/01842/TPO** Notice of intent to carry out works to trees protected by Tree Preservation Order TPO - 5/96 - T59; Species: Pine T1 - Remove branches over access (Crown lift lower branches). 7 Hospital Field, Black Notley, Essex, CM77 8FB. No objection.

**23/01758/FUL** 1 x 4 bedroom two-storey detached dwellinghouse. Land Adjacent The Cottage, Bakers Lane, Black Notley, Essex. The Parish Council has no objection to this application which is included in the LDP, has existing access, and now matches the traditional cottage style of the street-scene of Bakers Lane Black Notley.

1532/23 BRAINTREE DISTRICT COUNCIL – decision to charge for Garden Waste from March 2024. – Agenda item in July 2023, to be mindful of the 6 month rule of decision making.

No further comment.

1533/23 PLAYING FIELD

a) Circulation of quotations received for the removal of the 1 dead lime tree. Agenda item again in September as only one quote had been received.

b) Discussion on a quote to amend the current insurance policy to be able to take the Ride on Lawn Mower off the Playing Field onto the John Ray Millennium Green.

The Clerk to obtain a quote from Aviva to be able to take the mower onto the road.

1534**/**23DATE OF THE NEXT MEETING WEDNESDAY THE 27TH SEPTEMBER 2023.

Meeting closed 9 pm

CHAIRMAN………………………………………….. DATE …………………………