# **BLACK NOTLEY PARISH COUNCIL**

MINUTES OF THE PARISH COUNCIL MEETING HELD ON WEDNESDAY THE 13TH DECEMBER 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, N. FERRIS,

 A. WOOD.

PARISH CLLR APOLOGIES: - CLLR’S. S. ELDEN-LEE, S. GOLDBERG.

1582/23 DECLARATION OF INTERESTS.

Cllrs Simmons and Ferris declared an interest in Item 6 Allotment Management Policy.

1583/23 PUBLIC QUESTION TIME.

Apologies received from District Councillor’s Butland and Ricci. Cllr Cunningham and the 2 guest speakers from UK Power Networks present at the meeting. Cllr Playle gave his apologies for lateness as he is also attended Silver End Parish Councils meeting this evening.

1584/23 REPORT FROM COUNTY COUNCILLOR AND DISTRICT COUNCILLORS.

Report from Cllr Cunningham he wished the Parish Council a merry Christmas and happy new year. He advised that the Budget process for 2024/2025 continues to be discussed and soon to be set. Braintree District Council have won several awards across the District for their Playing Fields this year.

1585/23 UK POWER NETWORKS PRESENTATION REGARDING UNDERGROUND CABLE

PROJECT GREAT LEIGHS – ACROSS THE PLAYING FIELD.

Andy Pearmain and Alistar Waugh presented maps of the desired route for the replacing and upgrading of powerlines in Black Notley. The general route is from the Racecourse via Bakers Lane to the Braintree Sub Station (approximately at the junction of the B1018 with Millennium Way). They are required to take the cheapest and most cost effective route available.

The advised that the work on Bakers Lane, 1.7 kms, could involve its closure for up to 70 working days. All possible affected residents would receive a letter. They asked if we would inform them of a) Other possible people to inform e.g. White Notley Parish Council and b) the schools they could interact with. The length of the route across the playing field is approximately 147 meters and as their cable is on 500 meter drums there will be no need for joins in the trench, which will be both at a deeper level than normal and covered with a steel plate so avoiding potential accidental damage. A full ecological survey of the whole route including the playing fields has to be carried out first, this to start early in 2024. Any vegetation removed/damaged on the playing fields will be replaced with like for like.  UK Power Networks will provide an easement payment, cover the cost of a solicitor and or agent. They would like to know of any plans we have currently for the playing fields and the pavilion to assist with costs.

Agenda item in January to discuss further any questions back to the Clerk so she can contact UK Power before the next meeting.

1586/23 MINUTES OF THE MEETING ON THE 22ND NOVEMBER 2023.

Proposed Cllr George Seconded Cllr Ferris Vote Unanimous

1587/23 ALLOTMENT MANAGEMENT POLICY.

Agenda January re-vamp original draft suggestion by Cllr Wood, to be circulated before the next meeting.

County Councillor Playle arrived at 8.30 pm as he had attended Silver Ends Parish Council

 meeting before our meeting, he reported highways repairs are planned for London Road in the

next few days, he informed us that a new Local Highways Panel Officer to be appointed in the

New Year. He advised that the Boundary Commission consultation has started and comment to

be back by the 19th February 2024. He then left the meeting.

1588/23 PLAYING FIELD – a) Circulation of the quotations received for the Pavilion changing rooms alterations. Unfortunately only 2 quotations had been received we had put the works out to 3 builders they are very different costings. The Clerk to ask both Builders for further information and breakdowns of costs. Agenda item for January.

1589/23 CORRESPONDENCE.

No correspondence .

1590/23 UPDATE FROM THE COMMITTEE’S –

a) Green Spaces update:-

Quote received for drill testing and tomography testing on 3 trees £490 + VAT.

It was agreed to accept the quote.

Proposed Cllr Ford Seconded Cllr Ferris Vote Unanimous

b) Communications update:-

- Leaflet holders for Notice Boards. £10.64 each the Clerk to order 6 boxes from Amazon

Proposed Cllr Wood Seconded Cllr Ferris Vote Unanimous

1591/23 HIGHWAY / PUBLIC RIGHTS OF WAY ISSUES.

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

1592/23 FINANCE -

a) Circulation of the Finance List.

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| D/D | SSE (street light supply)  | £73.09 |
| D/D | A & J Lighting Solutions Ltd (street light supply)  | £68.22  |
| D/D | EDF Energy (Pavilion) | £40.00  |
| D/D | British Gas Light Business (Pavilion) | £83.04 |
| D/D | BT for Pavilion Office | £40.74 |
| D/D | BT (for Parish Council mobile phone) | £10.80 |
| D/D | Nest (Pensions HW & RG) | £116.74 |
| D/D | Wave (water and Sewerage charges Aug to Nove) | £145.05 |
|  |  |  |
| B/Trans | Helen Waterfield (salary) | £814.03  |
| B/Trans | Helen Waterfield (mileage £16.88 + elec £30.00, BT Broadband & calls £28.32 + GoPro £249.00 + Keysafe lock £17.98 + key cutting £19.00) | £361.18 |
| B/Trans | Martin Cudlip (salary 14 hours overtime replace wood surround at war memorial, plant up planters, remove apples Dewlands bank, replace salt bin posts and slab, open & close gates for 2 days, remove ivy from Pear tree base, removing saplings from JRMG)  | £611.07  |
| B/Trans | Martin Cudlip (35 miles for the month £15.75, bird feeders and fat balls £24.44)  | £40.19  |
| B/Trans | Richard Goodman (salary + 7 hours overtime replace wood surround at war memorial, plant up planters replace salt bin posts and slab, remove ivy from Pear tree base, removing saplings from JRMG)  | £755.80 |
| B/Trans | Richard Goodman (Gravel Board for War memorial £53.76) | £53.76 |
| B/Trans | Ernest Does (compost, work boots, blue roll) | £135.00 |
| B/Trans | James Todd & Sons (monthly wages service) | £39.60 |
| B/Trans | HMRC (1/4ly payment NI and Tax) | £490.81 |
| B/Trans | Web IT 4 U Ltd (annual hosting and maintenance website) | £259.20 |
| B/Trans | Mike Simmons (harness for GoPro and SD card) | £37.98 |
| B/Trans | Olivers Plants | £33.59 |
| B/Trans | Braintree D C (empty of dog poo bins Nove – Feb 24) | £46.98 |
|  |  |  |
|  | TOTAL | **£4,256.87** |

1st December a Credit received from Zurich for £109.64 for cancellation of the insurance for the Ride on Mower.

Proposed Cllr Pedder Seconded Cllr Wood Vote Unanimous

b) Grant discussion for BASICS previous Grant given was for £1,428 in 2020/21. To be granted under a S137 power which is £9.93 per elector head this current year. It was proposed yes to give a grant of £500.

Proposed Cllr Ford Seconded Cllr Wood Vote 6 for

 1 Abstained

1593/23 PLANNING.

**23/02603/TPO** TPO - Oatland House, Ludham Hall Lane, Black Notley, CM77 8QT.

No objection to the works requested.

**23/02669/HH** - 20 Brain Valley Avenue, Black Notley, Essex. Proposed single storey detached double garage. At the last meeting this was still under discussion the comments have now been returned as follows – The Parish Council object to this application in its present form.  The Council do not object to a double garage on this large plot however this application would be better sited to the side of the property as it is high and will dominate the street scene in its current position. Also the property has been fronted by a pailing fence, Brain Valley Avenue is a good example of 1960's open plan design and if allowed this could set a precedent.

1594/23 HAYESWOOD DEVELOPMENT.

Due to the late hour and our earlier guest speakers, a brief discussion had only, agenda item in

January for the Parish Council to start discussions on this development and if we want this to

remain in the Parish or not.

1595/23 COLLECTION OF THE CHRISTMAS TREE IN JANUARY & DATE TO TAKE IT

DOWN.

It was agreed to donate £50 to Farleigh Hospice again this year to take away the tree. It was

agreed to take down on Saturday 6th January 10 am.

 Proposed Cllr Smith Seconded Cllr Ford Vote Unanimous

1596/23 REPORT FROM THE PERSONNEL COMMITTEE. - Private and Confidential

**The meeting was closed to the press and public under the Public Bodies (Admissions to**

**meetings Act 1960)**

Cllr Wood recommend to the Council that the Caretaker and Handyman/Litter Picker are put onto the National Association of Local Councils SCP 12 rate. Their current rate is £12.50 per hour the nearest SCP point in April 2022 was SCP 11. The recent increase was from the 1st April 2023 the pay to be backdated. The new SCP 12 rate is £13.73 per hour. The pay review to go ahead automatically each year in April when the NALC advise of pay increase rates. Unless a consideration is made to change the salary scale point level then a Personnel meeting will be arranged to discuss this matter.

Proposed Cllr Wood Seconded Cllr Pedder Vote Unanimous

1597/23 DATE OF THE NEXT MEETING WEDNESDAY THE 24TH JANUARY 2024

Meeting closed 9.35 pm

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