

# WORMINGFORD PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON THURSDAY 13<sup>TH</sup> FEBRUARY 2020

IN WORMINGFORD VILLAGE HALL, AT 7.00 P.M.

In the Chair: Cllr. Bentley  
 Present: Cllrs Boyce, Evans, Fenn, Grimsey  
 Clerk: Mrs. Cook  
 Also Present: Three members of the public

|                                  |   |
|----------------------------------|---|
| 20/020                           | <p><b><u>WELCOME, APOLOGIES FOR ABSENCE</u></b></p> <p>The Chairman welcomed everyone to the meeting. Cllr Hearne had sent his apologies due to family commitments. Cllr Chapman also had sent his apologies.</p>   |
| 20/021<br><br>20008              | <p><b><u>CO-OPTION OF COUNCILLORS</u></b></p> <p>An application had been received from Mr Peter Byrne. Mr Byrne spoke to the Council regarding his application to become a Councillor.</p> <p><b>RESOLVED that Mr Peter Byrne be co-opted onto Wormingford Parish Council and sign the declaration of office, witnessed by the Clerk.</b></p>   |
| 20/022                           | <p><b><u>DECLARATION OF INTERESTS</u></b></p> <p>No Cllrs declared an interest.</p>   |
| 20/023                           | <p><b><u>PUBLIC PARTICIPATION SESSION WITH RESPECT TO ITEMS ON THE AGENDA AND OTHER MATTERS THAT ARE OF MUTUAL INTEREST</u></b></p> <p>No members of the public wished to discuss any issues.</p>   |
| 20/024                           | <p><b><u>WARD &amp; COUNTY COUNCILLORS TO ADDRESS THE MEMBERS IF PRESENT</u></b></p> <p>No members were present.</p>  |
| 20/025<br><br>20009              | <p><b><u>CONFIRMATION OF MINUTES</u></b></p> <p><b>RESOLVED that the minutes of the meeting held on Thursday 9<sup>th</sup> January 2020 were a true record of the meeting and were signed by the Chairman.</b></p> <p>7.11pm Cllr Brown arrived.</p>   |
| 20/007<br><br>20010<br><br>20011 | <p><b><u>PLANNING APPLICATION</u></b></p> <p>1) <b>PLANNING APPLICATION: 200061. COPPINS, MAIN ROAD, WORMINGFORD, COLCHESTER, CO6 3AX. NEW CARTLODGE.</b></p> <p><b>RESOLVED that application 200061 is supported by the Parish Council and this would be submitted to Colchester Borough Council.</b></p> <p>2) <b>PLANNING APPLICATION: ESS/04/20/COL. COLCHESTER SKIP HIRE, GREENACRES, PACKARDS LANE, WORMINGFORD, ESSEX, CO6 3AH. CONTINUATION OF USE OF WASTE RECYCLING FACILITY WITH COMPLIANCE WITH CONDITION 11 (HGV MOVEMENT TIMES) OF PLANNING PERMISSION ESS/09/18/COL THAT WAS FOR "ERECTION OF CLEAN MATERIALS RECYCLING FACILITY AT EXISTING ESTABLISHED RECYCLING/RECOVERY FACILITY, RELATION OF EXISTING STAFF WELFARE FACILITY, PROVISION OF ADDITIONAL STAFF PARKING, CULVERTING SECTION OF EXISTING SWALE, ADDITIONAL LANDSCAPING, RAINWATER HARVESTING TOGETHER WITH AMENDMENTS TO SITE OPERATING HOURS AND HGV MOVEMENT TIMES TO PERMIT 24 HGV MOVEMENTS BETWEEN 07:00 – 16:30 HOURS ON GOOD FRIDAYS" TO NOW ALLOW FOR 6 HGV MOVEMENTS BETWEEN 05:30 – 0600 HOURS; 10 HGV MOVEMENTS BETWEEN 06:00 – 7:00 HOURS AND 10 HGV MOVEMENTS BETWEEN 07:00 – 07:30 HOURS TO ALLOW MORE FLEXIBILITY IN EARLY MORNING MOVEMENTS PERIODS.</b></p> <p><b>RESOLVED that application ESS/04/20/COL is objected by the Parish Council and the following response would be</b></p> |

## Approved Minutes – 13<sup>th</sup> February 2020

|                      |   |
|----------------------|---|
|                      | <p><b>submitted to Essex County Council with a copy to surrounding Parish Councils:</b></p> <p>“Wormingford is situated in a rural location in North Essex on the border with Suffolk, parts of our village are within the boundaries of the Dedham Vale AONB. Over the last ten years residents have witnessed a significant reduction of amenity due to the increasing industrialisation of our small community. We have seen the arrival of a crisp manufacture with its associated odours and vehicle movements. We have experienced the development of a large gas generating bio-digestion plant processing maize, rye and grass to produce gas which is fed into the national grid. This again generates a very substantial number of vehicle movements at the various harvest times throughout the summer. We have Colchester Skip Hire (CSH), a business processing and recycling waste; a commendable activity in today's environment but one which again generates many vehicle movements, produces noise, light pollution and odours.</p> <p>Against the above background Wormingford Parish Council wishes to express it's concerns that any change to CSH's working or transport operating hours, which extend the existing operating times will have a significant impact on the amenity of the residents living nearby or residing close to routes used by CSH's often noisy, clanking vehicles! These concerns are also supported by the report reference B3553P12/1c produced by Mr. Hitchins of Ringway Jacobs. We would also like to emphasise the point made by Mr. Hitchin that operating vehicles from 05.30 Monday to Friday and from 06.00 on Saturday will result in greater disturbance for residents living in the vicinity as staff will invariably arrive prior to opening times. This problem is not confined to the residents in the immediate vicinity and will impact on those villages such as Fordham and West Bergholt which are along the routes used by staff coming to work. It is also our belief that once CSH's gates have opened in the morning that other vehicles not owned by the Company will be able to access the site to deliver or collect without restriction which potentially will add to the levels of early morning disturbance.</p> <p>In addition to noise problems associated with vehicles and recycling processes which are experienced by nearby residents there is a light pollution issue; complaints have been made about lights being left on continuously over weekends. This is most unsatisfactory and is in breach of existing restrictions. This is just one example of how existing regulations are abused, another example with respect to vehicle movements is illustrated in the recent report by Suzanne Armstrong of Essex County Council who has observed excessive vehicle movements during the current defined early morning periods. The recent report B3553P13/1c by Mr. F Jones of Ringway Jacobs which addresses light pollution confirms our belief that these changes if granted will only serve to reduce even further the amenity of local residents.</p> <p>Wormingford Parish Council is very concerned by the continual pressure being exerted by local businesses including CSH to increase their operating hours. This would not be an issue if these businesses were situated in an appropriate business park served by a decent road infrastructure. However this is not the case in their current rural location and any further expansion comes at a considerable cost for the residents of Wormingford and nearby villages. In our opinion this is an unacceptable price to be paid and we seek your support by asking you to reject this application.</p> <p>There are several other issues mentioned in this planning application which relate to the culverting of the swale and relocation of the car park which we would also like to address in a subsequent communication after some further discussion amongst ourselves.</p> <p>We would also ask that our residents/PC be offered the facility to address the Planning Committee when this matter is discussed.”</p> |
| <p><b>20/027</b></p> | <p><b><u>PLANNING APPLICATION UPDATE</u></b></p> <p>1) <b>PLANNING APPLICATION: 192833.</b> LONG FARM, MAIN ROAD, WORMINGFORD, COLCHESTER, CO6 3AN.<br/>The Clerk confirmed that this application had been granted an extension of time until the 24<sup>th</sup> February 2020.</p> <p>2) <b>PLANNING APPLICATION: 193069.</b> LAND TO REAR OF GOODWINS FARM, CREPPING HALL ROAD, WAKES COLNE, COLCHESTER, CO6 2AP.<br/>The Clerk confirmed that no decision had yet been reached.</p> <p>3) <b>PLANNING APPLICATION: 191467.</b> FAIRFIELDS FARM, FORDHAM ROAD, WORMINGFORD, COLCHESTER.<br/>The Clerk confirmed that this application had been refused by Colchester Borough Council full details were on the CBC Planning website.</p>  |
| <p><b>20/024</b></p> | <p><b><u>WARD &amp; COUNTY COUNCILLORS TO ADDRESS THE MEMBERS IF PRESENT</u></b></p> <p>Cllr Brown spoke briefly on the following:</p> <ul style="list-style-type: none"> <li>• Colchester Skip Hire Application.</li> <li>• In order for Essex County Council to consider a width restriction on the Wormingford Bridge, the Parish Council</li> </ul>   |

## Approved Minutes – 13<sup>th</sup> February 2020

|                            |   |
|----------------------------|---|
|                            | <p>would need to seek the views from local farmers and businesses.</p> <ul style="list-style-type: none"> <li>• £10,000 is been allocated to each County Councillor in order to help projects and schemes in their area.</li> </ul>   |
| <b>20/028</b>              | <p><b><u>WORMINGFORD BRIDGE NO 0056</u></b></p> <p>It was agreed to write to local farmers and businesses regarding the suggestion of a width restriction on the Wormingford Bridge and bring this item back to the March or May meeting.</p>   |
| <b>20/029</b><br><br>20012 | <p><b><u>RCCE MEETING HELD WITH THE REC TRUST AND PARISH COUNCIL</u></b></p> <p>1) To discuss the ongoing ownership of the play equipment.</p> <p><b>RESOLVED that the play equipment be gifted to the Rec Trust providing that the insurance and ROSPA report is paid for by the Parish Council.</b></p> <p>The Clerk agreed to write up an agreement for both parties to sign at the next Parish Council meeting. It was also agreed for the Play Area signs to be produced prior to the handover.</p> <p>2) To discuss land registration.</p> <p>The Clerk confirmed that she was seeking two quotes from separate solicitors but they needed to know the current land value. Cllr Fenn confirmed that he may have a work contact who could help and would contact the Clerk outside the meeting.</p> <p>3) To discuss a Parish Councillor becoming a Rec Trust Member.</p> <p>It was agreed to defer this item until the May Annual Parish Meeting.</p> |
| <b>20/030</b>              | <p><b><u>REC TRUST</u></b></p> <p>A representative of the Recreation Trust reported that:</p> <ol style="list-style-type: none"> <li>1) The disabled toilet was now fixed and was being repainted.</li> <li>2) The Plaque from the bus shelter had now been installed in the entrance lobby of the Village Hall. The Clerk confirmed she would inform the Lucas family.</li> </ol>  |
| <b>20/031</b>              | <p><b><u>£106 MONEY</u></b></p> <p>The Clerk confirmed that this had now been signed but had not yet been released by Colchester Borough Council. It was agreed that this would be chased with Cllr Chapman.</p>  |
| <b>20/032</b>              | <p><b><u>FOOTBALL FIELD DRAINAGE</u></b></p> <p>The Rec Trust confirmed that the football fields could not drain off as the ditches need to be cleared. It was agreed that the Clerk would write to the land owner.</p>   |
| <b>20/033</b>              | <p><b><u>DEFIBRILLATOR</u></b></p> <p>Quotes for having a defibrillator installed on one of the lamp columns on the driveway to the Village Hall were discussed. It was agreed that other sites should be looked at due to the cost. It was agreed to ask the Rec Trust whether they would consider a unit on the outside of the Village Hall building, with suitable lighting.</p>   |
| <b>20/034</b><br><br>20013 | <p><b><u>CHAMBERS BUS CHANGES</u></b></p> <p><b>RESOLVED to send a letter asking if the last bus back from Colchester could be later than 6.20pm in order to assist residents using public transport.</b></p>   |
| <b>20/035</b><br><br>20014 | <p><b><u>WEBSITE</u></b></p> <p><b>RESOLVED to confirm to Pale September the use of “Twenty Twenty Home page version 2” for the website design.</b></p>   |
| <b>20/036</b><br><br>20015 | <p><b><u>PARISH COUNCIL OFFICE</u></b></p> <p><b>RESOLVED to purchase a paper shredder at a cost of no more than £49.69.</b></p>  |
| <b>20/037</b>              | <p><b><u>FINANCIAL MATTERS</u></b></p> <ol style="list-style-type: none"> <li>1) FINANCIAL STATEMENT.</li> </ol>  |

## Approved Minutes – 13<sup>th</sup> February 2020

The five invoices including the Standing Orders for the Clerks Salary & Pension were checked by all Councillors present.

| Payee                    | Description          | Invoice | Chq Number | Net         | VAT       | Gross       |
|--------------------------|----------------------|---------|------------|-------------|-----------|-------------|
| Employee                 | Salary               | PAYE    | SO         | £<br>301.20 | £ -       | £<br>301.20 |
| Essex Pension Fund       | Pension              | N/A     | SO         | £<br>92.52  | £ -       | £<br>92.52  |
| H Cook                   | Expenses             | N/A     | 101389     | £<br>42.65  | £<br>4.74 | £<br>47.39  |
| Michael Clarke           | Bus Shelter painting | 1       | 101390     | £<br>400.00 | £ -       | £<br>400.00 |
| Information Commissioner | Data Protection      | N/A     | 101391     | £<br>40.00  | £ -       | £<br>40.00  |
|                          |                      |         |            | £<br>876.37 | £ -       | £<br>881.11 |

20016 **RESOLVED that after further consideration five payments detailed on the schedule be authorised for payment.**

**2) MONTHLY BUDGET INFORMATION**

The Clerk had circulated budget proposals prior to the meeting.

**3) GRANTS 2020/21**

20017 **RESOLVED that after further consideration grants for 2020/21 would be given to Recreation Trust of £1,200 towards their insurance, Wormingford in Bloom of up to £500 towards plants and grass cutting.**

**4) Internal Auditor 2019/20**

20018 **RESOLVED that after further consideration Jan Stobart would be asked to conduct the Internal Audit for a cost of £180.**

**20/038 CHAIRMAN & CLERK'S REPORT**

The Clerk confirmed that she attend the EALC Unauthorised Encampment Briefing on Wednesday 5<sup>th</sup> February. It was a very informative session and gave clear guidance on who to contact and what the process is.

**20/039 CORRESPONDENCE RECEIVED**

All correspondence had been circulated to Councillors.

**20/040 ITEMS OF CONSIDERATION FOR FUTURE AGENDAS**

Emergency Plan  
Defibrillator  
S106 Money  
Wormingford Bridge  
Play Area Equipment sign over  
Football Field Drainage

**20/041 IN ACCORDANCE WITH SECTION 1 (2) OF THE PUBLIC BODIES (ADMISSIONS TO MEETINGS) ACT 1960 THE PARISH COUNCIL MAY EXCLUDE THE PUBLIC FROM A MEETING WHENEVER PUBLICITY WOULD BE PREJUDICIAL TO THE PUBLIC INTEREST BY REASON OF THE CONFIDENTIAL NATURE OF THE BUSINESS, AND WHERE SUCH A RESOLUTION IS PASSED, THIS ACT SHALL NOT REQUIRE THE MEETING TO BE OPEN TO THE PUBLIC DURING PROCEEDINGS TO WHICH THE RESOLUTION APPLIES.**

**RESOLUTION TO CLOSE THE MEETING TO THE PUBLIC:**

**THAT THE PUBLIC BE EXCLUDED FROM THE MEETING DURING CONSIDERATION OF AGENDA ITEM 20/042.**

**RESOLVED to not close the meeting to the Public during the consideration of Agenda item 20/042.**

20019

**Approved Minutes – 13<sup>th</sup> February 2020**

|               |   |
|---------------|---|
| <b>20/042</b> | <p><b><u>HUMAN RESOURCES &amp; PERSONNEL</u></b></p> <p>Cllr Bentley thanked everyone for attending and the meeting closed at 8.17pm.</p> <p>The date of the next meeting would be Thursday 12<sup>th</sup> March at 8.00pm.</p> <p>Signed:.....</p> <p>Chairperson of the Parish Council <span style="float: right;">Date: 12<sup>th</sup> March 2020</span></p> |
|---------------|---|

MRS HELEN COOK  
CLERK TO WORMINGFORD PARISH COUNCIL, E-MAIL: [wormingford@outlook.com](mailto:wormingford@outlook.com)