

**Minutes of Aldham Parish Council meeting held on Tuesday 6<sup>th</sup> March 2018 at 7.30 P.M in Aldham Village Hall, Small Room**

**Present:** Cllr Jackie Daines (Chairman), Cllr Chris Hall, Cllr Ann Honeyball, Cllrs Adam Scott, The Clerk, Mr G. Walkingshaw, CBC Brian Jarvis, & CBC Dennis Willetts.

**18/13 To accept Apologies for Absence:**

Apologies were received from Cllr John D'Angibau, Cllr Barry Webber, Cllr Clive Bainbridge & CBC Lewis Barber

**18/14 To receive and record Declarations of Personal and Pecuniary Interest**

None.

**18/15 Matters raised by Residents**

None.

**18/16 To approve the Minutes of the previous Parish Council meeting.**

The minutes of the meeting dated 2<sup>nd</sup> January 2018 were approved.  
Minutes signed by the Chairman

**18/17 To receive visitors report from the Ward Councillors**

CBC Brian Jarvis reported that the housing development at Bakers Lane had been discussed over a 6-day period. There should be feedback from the discussions in the next week or so. CBC Dennis Willetts reported that the shopper bus (managed by Eight Ash Green Parish Council) will not run from now until the end of the financial year (31<sup>st</sup> March 2018) due to financial difficulties. Eight Ash Green Parish Council are looking at options for funding for the new financial year. Palmers & Partners have agreed to partially fund the bus but the remainder might need to come from local Parish Councils.

**18/18 Clerk's Report**

Nothing to report.

**18/19 Finance**

**19.1 To approve payments for signature at today's meeting and to receive financial report as at today's date**

Approved payments totalled £677.36 Payments as follows:

Mrs Holmes (Annual Rent for Millennium Plying Field)	£300.00
Parish Clerk Salary	£373.76
Mileage Expenses	£ 3.60
Total	<u>£677.36</u>

**18/20 Planning/Housing**

**20.1 Applications for discussion at meeting**

None

**20.2 Planning Applications – Observations conveyed under delegated authority since last meeting**

**180078 – Aldham Hall Farm, Brook Road, CO6 3RW** – Notification for prior approval for a proposed change of use of former grain processing building into one dwelling, with associated internal and external alterations. Change of use of associated land to domestic garden.

**Comments: The building does not lend itself to a conversion as a domestic dwelling and will still look like a converted grain store, it should be in a more appropriate part of the farm. The Parish Council would not support this application.**

**180119 – Old School House, Green Lane, CO6 3PR** – One and a half storey extension to the side of the dwelling containing utility, W.C. and dining area on the ground floor and new dressing room/en-suite on the first floor.

**Comments: No objections**

20.3 **Planning Applications – Decisions received from since last meeting**

**171453 – Paddock Cottage, Halstead Road, Aldham, CO6 3PP** – Proposed side front and rear extensions to existing dwelling with proposed new detached garage. Proposed 2 storey side extension (Amended description) – **Approve Conditional**

**171942 – The Retreat, New Road, Aldham, CO6 3QZ** – Extension and alterations to existing detached cartlodge to include balcony and 2 no. dormer windows to front roof slope and alterations to main house. Attached annex to provide 2 no. dormer windows to rear elevation and roof light to front elevation.

**Decision: Approve Conditional**

**173041 – 8 Oak Tree Cottages, Brook Road, Aldham, CO6 3RJ** – Front Porch

**Decision: Approve Conditional**

**173229 – The Cummins, New Road, Aldham, CO6 3RN** – Proposed single storey rear extension, replacement windows, doors and rainwater goods. – **Decision: Approve Conditional**

**173295 – 1 Brick Cottages, Brook Road, Aldham, CO6 3RN** – Construction of 2 bay oak-framed Cartlodge and associated external works.

**Decision: Approve Conditional**

**173296 – 1 Brick Cottages, Brook Road, Aldham, CO6 3RN** – Construction of 2 bay oak-framed Cartlodge and associated external works.

**Decision: Approve Conditional**

**173338 – 1 Church Corner, Brook Road, CO6 3RH** – change to original planning permission number 160467. Almhouses owned by the Bannatyne and Hines Almhouses Charity. Charity Commission Registration 211866. Conversion of two upstairs bedrooms into separate flat with new rear entrance to the upstairs flat.

**Decision: Approve Conditional**

**180078 – Aldham Hall Farm, Brook Road, CO6 3RW** – Notification for prior approval for a proposed change of former grain processing building into one dwelling, with associated internal and external alterations. Change of use of associated land to domestic garden.

**Decision: Prior Approval Required (Approval)**

18/21

**Training/Events**

21.1 Reports on attended events

Defibrillator Training (St John Ambulance) – 26<sup>th</sup> January 2018 – this event was very successful and feedback was extremely positive.

21.2 Nominations for new events Cllr Adam Scott suggested training on “planning” for Councillors. The Parish Clerk was actioned to identify courses available.

**18/22 Equal Opportunities Policy**

New Equal Opportunities Policy presented and adopted.  
Agreed by all.

**18/23 Interpretation Board/Seat (on green outside Village Hall)**

The Parish Council agreed to look at these over the next few weeks when the weather was drier and the boards could be varnished.

**18/24 Grounds Maintenance Contracts 2018**

Three quotes for Grounds Maintenance were presented from: Landscape Services, JPB Landscapes & Ben Smith Landscapes. Landscape Services were awarded the contract for 2018. Agreed by all.

**18/25 Playground Inspection Rota**

Councillors have been given a new playground inspection rota starting March 2018. Each Councillor will be responsible for a safety check 4 times per calendar month in line with rota.

**18/26 Data Protection Officer**

Chairman Jackie Daines has been appointed data protection officer.  
Agreed by all.

**18/27 Information Exchange/Items for next agenda**

Chairman Jackie Daines explained that the Aldham Grapevine is looking for more information from the Parish Council for its publications.

Cllr Adam Scott enquired about the risks of snow clearance for volunteers. The Parish Clerk was actioned to contact Highways for further information.

Cllr Adam Scott reported that some residents are encroaching onto land that is owned by Highways without permission to do so. The Parish Clerk was actioned to contact Highways to find out who to report this to.

Chairman Jackie Daines informed the meeting that “Giggly Pig” Tracy Mackness has been booked for Tuesday 3<sup>rd</sup> April 2018 in the main room at the village hall. Cllr Ann Honeyball will provide tea and coffee for those attending. (7.30 p.m. start).

Chairman Jackie Daines further informed the meeting that a three-piece band (Tyler-Kemp) has been booked for the World War 1 anniversary in November.

**18/28 To confirm date and time of next meeting**

Date of next meeting: Tuesday 3<sup>rd</sup> April 2018 at 7.00 p.m.

The meeting closed at 8.35 p.m.

Signed.....

Chairman

Date.....