

Minutes of Extra Ordinary Meeting on 16th March 2023
Meeting of Elmstead Parish Council
Community Centre, School Road, Elmstead Market, CO7 7ET

Present: Cllrs Adam Gladwin (Chairman), Amanda Brennan, James Chable, Sarah Donaldson, Maxine Jeggo, Michael Hare and Martine Ward.

Also Present: 6 members of the public.

Mrs Baxter – clerk.

Absent: Cllr Gill Williams.

23/044 Chairman's welcome

Cllr Gladwin welcomed everyone.

23/045 Apologies for Absence.

Cllr Williams sent her apologies.

23/046 Declaration of Pecuniary Interests and Personal Interests.

None.

23/047 Approval and signing of the minutes from 23rd February 2023.

It was resolved to accept the minutes from 23rd February 2023 as true and accurate.

Proposed: Cllr Gladwin, Seconded: Cllr Ward, all in favour.

23/048 To receive an update about the progress of resolutions from the meetings above not covered in this agenda.

Held over to the next ordinary meeting.

23/049 Public Speaking

A member of public asked about the different items in the confidential section. It's because the council will be discussing quotes as part of an ongoing procurement process. There is also a potential legal issue.

Details of the timing for the application of the community centre were discussed in the last New Community Centre Committee meeting and will be part of the minutes.

It was asked what the expiry date on the planning permission for the community centre is. It's 24th August.

23/050 Tendring/Colchester Border Garden Community

i) Update from meeting of the Garden Community Working Party

Cllr Gladwin updated that he attended and spoke at the Garden Community joint committee meeting. Last minute updates were given at that meeting. The link road won't be completed to start with and 800 – 1,000 houses will be built first, all of which will be in Elmstead Parish. The s106 money from these houses will then fund the link road. Despite what we've been told from the start it won't be infrastructure first. It seems unfeasible and bad news for Elmstead.

ii) To discuss actions to take to publicise the DPD and its changes and the upcoming consultation. To discuss a flyer to be delivered to the village with an initial informational message.

A flyer had been drafted to inform Elmstead residents about the changes. The front page was complete but additional information had been added onto the back page, with a blank space for more. This will be to try and make people aware of what is going on.

It was discussed that we could also do a door to door petition.

It was resolved to agree to the flyer, subject to the additions being agreed by e-mail.

Proposed: Cllr Gladwin, Seconded: Cllr Hare, all in favour.

iii) To discuss a plan for the Council's response to the upcoming consultation.

The working party will hold another meeting in a few weeks.

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23/051 Finance

- i) *To look through the finance report and approve the payments for March. See appendix 1.*

It was resolved to accept the finance report and approve the payments. It was also resolved to approve an additional invoice from Elmstead Cricket Club for Jubilee expenses. Proposed: Cllr Gladwin, Seconded: Cllr Brennan, all in favour.

- ii) *To consider the appointment of Mrs Stobart to perform the internal audit for 2022/2023.*

It was resolved to appoint Mrs Stobart as above. Proposed: Cllr Ward, Seconded: Cllr Brennan, all in favour.

23/052 New Community Centre and environs

Any updates from the committee meeting held on 16th February 2023 to include;

- i) *The status of the Charity Field development.*

The development has 37 occupations.

- ii) *The status of the Church Road development.*

The development has in the high teens of occupations.

- iii) *An update on the status of s106 payments.*

The community centre depends upon the trigger point and payment of the Church Road development as it all follows from there.

23/053 Exclusion of press and public for private and confidential matters

The above was resolved. Proposed: Cllr Gladwin, Seconded: Cllr Hare, all in favour.

The public left the meeting.

23/054 New Community Centre and environs

- i) *To discuss an architect's quote received via Go Homes and a recommendation from the committee.*

Following the recommendation, it was agreed to discount this quote. Proposed: Cllr Gladwin, Seconded: Cllr Ward, all in favour.

- ii) *Meetings were arranged with chosen architects for the technical drawings. To review the output of those meetings and a recommendation from the committee.*

Cllr Gladwin reported that he, Mr Fairweather and Mrs Baxter had had 3 meetings with the architects and gave their impressions to the committee. It was discussed that we are unlikely to make the 24th August deadline for planning and we can therefore look at changes it would be best to make and think about value engineering. Two examples of this would be to simplify the roof and change some of the materials. The floor plan would stay the same, but we could make changes to increase the natural lighting in the large hall, look at the height of the ceiling, and the size of the garage and plant room, depending on the kind of heating system to be used. It was reported that the committee wished to explore the option of using a building company that does plan, design and build. They have formed a working party to speak to builders about the community centre project.

It was explained that we will need to do a regulated tender process, and with a new planning permission to be made we might end up getting quoted for 5 different designs which would not follow in the procedure of a proper tender process.

There were discussions around the architect costs being built into the costs with a design and build company. Also, about what needs to happen to say that building has started by the 24th August.

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Cllr Hare advised that the building regulations plans will be the most expensive. A planning application could go in without these at a lower cost.

It was agreed that the council needs to work more collaboratively with the committee and a joint meeting was suggested.

The architects' quotes were discussed but as the committee is exploring another option the council will need to hear back on that before making a decision.

- iii) *To receive an update on the formation of a working party within the committee to speak directly with builders.*

See above.

- iv) *To discuss the timing if necessary for a reapplication of the planning application.*

See above.

- v) *To review information received from TDC regarding the terms of the Deed of Variation. To consider a recommendation from the Committee.*

Cllr Gladwin updated the council on the e-mail received from TDC and the issues with the land.

Cllr Hare raised a concern that the land might be on the books as a security. If that's the case the developer will need to pay off the money in order to transfer the land. We need legal advice, we'll send questions to the TDC legal team in the first instance.

The meeting closed at 8.50pm.

There being no further public business councillors were thanked for their attendance.

Minutes written by Mrs. A Baxter

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