

Minutes of Meeting on 17th March 2022
Meeting of Elmstead Parish Council
Community Centre, School Road, Elmstead Market, CO7 7ET

Present: Cllrs Amanda Brennan (Chairman), Adam Gladwin, Maxine Jeggo and Martine Ward.

Also Present: County Councillor Carlo Guglielmi, District Councillor Ann Wiggins, and 9 members of the public (including 2 members of the New Community Centre Committee). Mrs Baxter – clerk.

22/051 Chairman's welcome.

Cllr Brennan welcomed everyone.

22/052 Apologies for Absence.

Apologies were received from Cllrs Fairey, Hare and Williams.

22/053 Declaration of Pecuniary Interests and Personal Interests.

None.

22/054 Approval and signing of the minutes from 21st February 2022.

It was resolved to accept the minutes from 21st February 2022 as true and accurate.

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

22/055 To receive an update about the progress of resolutions from the meeting of the Council on 21st February 2022 not covered in this agenda.

The clerk gave a brief update. The mower insurance has been renewed; we are unable to make a claim in the 21/22 year through the locality fund for the bins on the B1027 as all the available funding has been used; an additional laptop has been purchased; Cllr Fairey has not yet been added as a bank signatory; the clerk is still to speak to Cllr Brennan regarding the playing field licence.

Cllr Guglielmi arrived.

22/056 Public Speaking

New residents of the Charity Fields development explained that they were led to believe that the open space area would be for a community centre only and have since found out that there will be a football pitch and other facilities. They were very concerned at how close the facilities would be to their houses, the impact that would have and the parking issues that would arise. It has been very stressful.

It was explained that the football pitch had been planned from the beginning and is included in the original planning documents. The other facilities are in the planning stage, we have not made any planning applications yet. It was also explained that there are not a lot of amenities in the village and with all the new builds the council wishes to provide a variety of facilities that will benefit all the residents.

One of the concerns was that the football pitch would be surrounded by fencing and floodlit. It was responded that there won't be a surrounding fence and it is likely that there won't be any floodlights. Also, that any overflow parking can possibly go into Market Field School (subject to agreement). There will however be lights on the proposed MUGA.

The residents were invited to attend the next New Community Centre Committee meeting.

22/057 County Councillor report. To include where relevant an update on items on the WIP report.

Cllr Guglielmi reported that a streetlight on Elmcroft he was asked to help with has been fixed.

The Garden Community consultation has been delayed by a week. Cllr Brennan expressed her concern that efforts to move it away from Salary Brook will result in it moving towards Elmstead. Cllr Guglielmi reported that option 3 gives the biggest buffer for Elmstead.

Chris Stoneham has found a way to invoice Lanswood for the feasibility study for the crossing and it is expected that this will be completed by the end of March.

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Cllr Guglielmi has had no update from Mr Stoneham regarding the requested change of s106 funding for bus shelters toward the crossing. This is due to illness. Mr Stoneham was due to speak to planning. The crossing should be delivered in 2022/23.

22/058 District Councillor reports. Written report – to take questions on the report and provide any additional information not on the report.

See attached report. Cllr Wiggins added that Cllr Scott has attended a meeting regarding the Freeport and that new recycling boxes are coming next week.

They responded to the suggested names for the School Road development with suggestions based upon the people who lived in Grove Farm.

22/059 New Community Centre Committee

An update from Mr Fairweather (Committee representative) on the meeting held with Go Homes on 1st March 2022 and the NCCC meeting on 3rd March 2022.

The meeting was held with Adrian Toulson and Kate Palmer of Sunstone House (formerly Go Homes). They have started to clear the open space ground and are looking to level and seed it in the coming months. There is a requirement that it's grassed after a certain number of properties.

Mr Fairweather passed on minor changes to the community centre building: moving the disabled parking closer to the entrance, removing the external door to the plant room and moving the plant room adjacent to the changing rooms.

We were informed that the s106 contributions are not index linked, which means that there is less money to spend than we thought. The dramatic increase in costs is going to have a big impact.

Mr Toulson said that they would be happy to release their £400k as soon as Newell's releases theirs. The development at Church Road has 4 occupied and 9 finished. They are working on the second phase of 9 which will be finished in a couple of months. The break point of 20 houses occupied won't be reached until towards the end of the year and it looks like work won't be started on the community centre this side of Christmas.

We gave our specification for the building to Ms Palmer, and they will get back to us.

We spoke to them about heating options and solar panels. We have been informed that they do have a 3 phase electricity supply which may be needed.

At the committee meeting on the 3rd March there was a lot of concerns about costs and the trigger points for funding. We spoke about the facilities for the field and Mrs Triscott was to put together a specification list for a future invitation to tender.

The clerk updated that she has received this but until we have a better idea of timings it's better not to enter into the tender process so that quotes given do not expire.

Cllr Brennan thanked Mr Fairweather and said it was a big help for him to attend.

22/060 Colchester Road Crossing

i) Updates.

ii) To consider a letter to be sent to Mr Kevin Bentley, leader of Essex County Council.

22/061 Neighbourhood Plan

i) *An update.*

Cllr Gladwin updated that it is moving, and the last few pieces are coming together.

ii) *To review the NDO fee proposal for agreement.*

Everyone agreed with the NDO fee proposal, which is to be funded by a grant from Locality (application in process).

iii) *To consider letters to the Post Office and NHS for matters that arose from the NP surveys.*

This was held over. It was discussed that the survey showed concerns regarding the local GP services and the information regarding a lack of NHS facilities in the Garden Community is

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worrying. Cllr Guglielmi responded that there will be health facilities in the Garden Community, but it is too early for that level of detail. The current consultation is for the concept, the Regulation 19 consultation will be detailed. The NHS are reluctant to commit funding, it will have to come from the development.

22/062 North Essex Garden Community

- i) *The partner Councils (Tendring District Council, Colchester Borough Council, and Essex County Council) for the Tendring Colchester Borders Garden Community are carrying out a consultation on the Draft Plan for the Tendring Colchester Borders Garden Community.*

The Draft Plan is an important document for the Tendring Colchester Borders Garden Community. It outlines the partner councils' vision, policies, and preferred masterplan option for how the Garden Community should be developed over the next 30-40 years.

The consultation runs from 14th March 2022 – 5pm 25th April 2022.

The working party will be meeting to put together a response to this.

- ii) *To consider appointing Mr Michael Champion on to the working party.*

It was resolved to add Mr Champion to the working party.

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

22/063 Queens Platinum Jubilee

- i) *An update.*

Cllr Jeggo updated that there has been another meeting to further the plans. There will be a pamphlet made up with program of events which will be delivered to all houses. The clerk is to chase the beacon purchase.

- ii) *To consider any further costs on updated plans.*

There is nothing specific at the moment, the clerk is to update the budget.

22/064 Planning

- i) *A brief update from the planning committee meeting of 10th March 2022.*

Cllr Brennan went through the applications discussed at the committee meeting.

- ii) *To discuss the swale at the Church Road development and a proposal for a letter to TDC.*

It was discussed that the swale has water in the bottom and is a danger with the current fencing that has already broken. The sides are steeper than they should be and if someone fell in, they would struggle to get out. The area and water will look attractive to children playing. A draft letter was viewed, and it was resolved to send it with the below additions to Mr Gary Guiver and Mr Graham Nourse (head of strategic planning and place and head of planning at TDC), copying Mr Will Fuller and Ms Eleanor Storey (who we discussed swales with as part of a Neighbourhood Plan conversation).

To add that the sides are too steep.

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

22/065 Litter-picking

To discuss final arrangements for the litter-pick on 20th March at 10am. To include consideration of risk.

Cllr Ward will collect the equipment from TDC. Mr Dingwall will do the health and safety briefing on Sunday and the clerk has provided a risk assessment for participants to review and a signature form to sign to say that they had attended the safety briefing

22/066 Finance

- i) *To look through the finance report and approve the additional payments for March. See appendix 2.*

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It was resolved to accept the finance report and approve the payments. Proposed: Cllr Brennan,
Seconded: Cllr Ward, all in favour.

ii) *To review any requests for overtime to be paid in March.*
24 overtime hours for the clerk (includes February and March) was approved. Overtime for
attending the litter pick and fixing the broken mower for the handyman was approved.

22/067 Governance

i) *Risk assessment – to review the current version and approve any changes.*
To change the legal powers entry so that the reference to the power used is recorded if
requested. To add home office to the council records/papers section.
The above changes were resolved. Proposed: Cllr Ward, Seconded: Cllr Gladwin, all in favour.
ii) *Health and Safety – to review the current H&S statement and policy and fire safety
policy and approve any changes. To appoint a health and safety officer.*
There were no changes. An officer is still to be appointed at a time when more councillors are
available.

22/068 Emergency Plan
Held over.

22/069 Items for the May Upmarket article
None.

22/070 Items for the next agenda or for information only
The clerk mentioned that the grants would be due soon. The deadline for applications will
need to be the end of May so that it can be advertised in the May Upmarket.

22/071 Date of next meeting
21st April 2022.

The meeting closed at 8.54pm.
There being no further public business councillors were thanked for their attendance.
Minutes written by Mrs. A Baxter
Contact: 01206 827139

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Elmstead Parish Council – March 2022

Tendring

On 23rd February we have met with Gary Guiver again with reference to the Garden Communities updated information.

On 28th February we attended the DPD Joint Committee at the Community Stadium where the Meeting was to talk about the Garden Communities with TDC, CBC and ECC.

There are now dates for in person exhibitions and they are for Elmstead 21st March 9.00-11.00am and 28th March 6.00 – 8.00 pm.

A resident rang to say that they had seen food waste and recycling being put into the same compartment of the lorry. GS has contacted TDC about this situation.

On 14th March GS visited Community360 with an Officer from TDC to look at their work and whether it would be possible to replicate this in Tendring.

Ian Davidson continues to email out the latest Covid information.

Elmstead

We have given Richard Barrett, Section 151 Officer the bank details for the Community Centre so that they will receive 25% of our Covid monies that will go towards regular community users of the hall.

We will also be giving £500 to each village to be put towards their Jubilee Celebrations.

We have visited new residents on Pavilion View, Meadow Close and Hunters Gate.

We have been in touch with TDC with regard to the litterpick on Sunday.

We have had an email to say that TDC are hoping to receive a delivery of recycling boxes.

We have been contacted about the possible play areas next to Victory Gardens.

Gary and Ann Councillors for Elmstead – March 2022

Signature

Date