

**Minutes of Meeting on 18<sup>th</sup> November 2021**  
**Meeting of Elmstead Parish Council**  
Community Centre, School Road, Elmstead Market, CO7 7ET

Present: Cllrs John Gray (Chairman), Amanda Brennan, Sally Fairey, Michael Hare, Maxine Jeggo, Martine Ward and Gill Williams

Also Present:

District Councillors Gary Scott and Ann Wiggins

Mrs A Baxter (clerk) and 5 members of the public

**21/198 Chairman's welcome.**

Cllr Gray thanked all the councillors for their work during his absence and thanked in particular Cllr Brennan for her role as acting chair and all her hard work.

**21/199 Apologies for Absence.**

County Councillor Guglielmi sent his apologies.

**21/200 Declaration of Pecuniary Interests and Personal Interests.**

None.

**21/201 Approval and signing of the minutes from 21<sup>st</sup> October 2021.**

It was resolved to accept the minutes from 21<sup>st</sup> October 2021 as true and accurate.

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

**21/202 County Councillor report. Written report. To include where relevant an update on the following:**

*i) North Essex Garden Community*

*ii) LHP applications; Colchester Road Crossing, Parking outside Budgens, any others.*

*iii) Other; Request for improvements to footpath between Alfells and the pathway leading to the South Green and the footpath to the bus shelter. Finch Lane.*

Cllr Guglielmi was absent, but an e-mail was read from him with a partial update:

The parking outside Budgens issue has been submitted to the Local Highways Panel, which does take some time to process applications. The next LHP meeting is 16<sup>th</sup> December.

Regarding the GC we should be getting monthly updates. It was asked whether there is a liaison officer appointed to speak to the villages. Cllr Scott said he would try and find out.

Cllr Guglielmi said that he hasn't seen any plans for the Development Planning Document apart from a base document which will be publicly available soon.

We have not heard anything about the crossing.

Cllr Scott said that Alresford Parish Council are part of the Highways devolution scheme, they receive funding to do their own highways repairs.

**21/203 To receive an update about the progress of resolutions from the meeting of the Council on 21<sup>st</sup> October 2021 not covered in this agenda.**

There were no updates on items that are not on this agenda.

**21/204 Public Speaking**

A resident attended because Finch Lane was on the agenda. He spoke of his concerns of land grab and his difficulty in getting Essex Highways to do anything about it. The council is following up on its own concerns with Essex Highways through Cllr Guglielmi.

A resident informed the council that the village sign lights are flashing on Colchester Road. The clerk will report this to Essex Highways.

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**21/205 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: Cllr Scott has asked for a meeting with Gary Guiver to find out what is going on with the Garden Community (GC). Cllr Turner and Cllr Guglielmi are the two Tending Councillors of the joint committee for the GC. There will also be one opposition councillor. Cllr Scott asked if he could be the opposition councillor but is unable to as his ward is in the GC area. He has requested to be a substitute member.

Cllr Gray asked Cllr Scott about whether there is an update on the sugar tax funding to be made available. Mr Ian Davidson came to meet with us and suggested that we would be able to get some funding for the outside area at the new community centre. Cllr Scott replied that it was still ongoing and that he asked about it at the last cabinet meeting.

**21/206 Playing Field**

i) *An update on the contract for Reed Hall Sentinels Football Club.*

This has not been completed yet, although we have been sent a first draft of the heads of terms for the licence.

ii) *To consider a change to the area of playing field covered by the joint user agreement.*

A map of the area was considered, and Cllr Gray explained that the area was fenced off during the recent construction for contractors' vehicles.

It was resolved to ask for a reduction in fees for the reduction in area of playing field.

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

iii) *An update on measures for dog mess reduction on the field.*

Mr Parker updated the council that he has another volunteer he is working with, and with agreement from the school they will be helping them by opening the field gates at the end of the school day. They will be using social media to bring a group of like-minded people together who can monitor the field. Cllr Gray thanked Mr Parker for volunteering to help with this.

iv) *Works to tree on the field.*

The school is arranging for a reduction to the crown of a holly tree at a cost of £375 plus VAT. They will invoice us for 50% under the terms of our joint user agreement.

**21/207 North Essex Garden Community**

*An update on the request for a meeting to answer questions about the Garden Community and to consider questions to be asked.*

It was discussed that the council is very concerned about what work is being done on the masterplan, and whether there are drafts which are detrimental to Elmstead.

The clerk is to request a meeting with Gary Guiver as a matter of urgency.

The link road was also discussed, as Essex Highways say that it won't be finished until 2026. Does this mean that the funding will be withdrawn and that Essex taxpayers will have to pay for it?

**21/208 New Community Centre Committee**

*An update from the meeting held on 4<sup>th</sup> November 2021.*

The fittings for the new community centre were discussed. They went into a lot of detail, which is needed for us to pass our specification request to Go Homes. Their quantity surveyors will then price it up. The building work might start August 2022 and will take 9-12 months. We need the funds from the Church Road development first though. At the moment they have 9 houses completed and 8 in construction.

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Cllr Gray, Mr Fairweather and Mr Wright will be meeting to go through the rest of the specifications.

Cllr Scott added that the first residents will be moving into the Tye Road development before Christmas.

**21/209 Neighbourhood Plan**

*An update. To include*

*i) Exhibition held on 6<sup>th</sup> November.*

Mr Gladwin thanked everyone who helped with this. We had more than 50 attendees and got some good constructive feedback. There were very few negative comments.

*ii) Survey*

The Steering Group will be meeting next week to discuss this. The survey will go out before Christmas.

*iii) Feasibility study on Community Centre site – meeting with Brendan O’Neill.*

It was a highly informative meeting, with lots of options for delivery of affordable housing. We are waiting for a written report.

We’ve had a housing needs assessment report which say that a very high percentage of houses that are built in Elmstead in the next few years should be 1 or 2 bedrooms.

**21/210 Queens Platinum Jubilee**

*Any updates.*

Cllr Brennan will be arranging purchase of the beacon. The clerk is to put Cllr Jeggo in touch with EPSA for inclusion in a meeting of all interested parties.

**21/211 Community Special Constables**

*To hear from Cllr Brennan who attended a briefing on the above. To discuss whether the council would like to follow up on the option of a Special Constable for Elmstead.*

Cllr Brennan had sent a report, she added that it is difficult to get volunteers, but we might as well try. You can’t tell a Special what to do, just what the issues are.

The costs the council would cover are mileage from their home to the Police Hub in Colchester and a duty allowance. On average a Parish would expect to spend just over £500 per year. The Parish will get 16 operational hours per month and Specials have full police powers.

It was resolved to pursue the engagement of a Community Special Constable.

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

Cllr Brennan is to send the clerk the contact details.

**21/212 Finance**

*To look through the finance report and approve the additional payments for November. See appendix 1.*

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

**21/213 Councillor contact details**

*To consider changing the contact details on the website to replace councillor addresses with c/o The Council Office, Community Centre.*

*To discuss the process for removal of addresses on DPI forms on the website.*

It was agreed to remove addresses from the council website and replace as above. The clerk will ask TDC for the form to request removal of addresses from the DPI forms on the website. Cllr Ward pointed out that if you know a home telephone number it is possible to find out a home address, so only mobile phone numbers will be included on the website.

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**21/214 Neighbourhood Watch**

Cllr Ward: There are only 2 members left, we need to make the group active again. It will be advertised in Upmarket and on Facebook.

**21/215 Litter picking**

Cllr Ward: Would like to do these every 2 months, we can choose a date like the first Sunday of every other month. The 16<sup>th</sup> January was suggested, and it will be added to the next agenda to organise.

The clerk is to ask Mr Dingwall if he will collect the rubbish bags.

**21/216 Items for the January Upmarket article**

Neighbourhood Watch and the Litter Pick. New councillors.

**21/217 Items for the next agenda or for information only**

The Remembrance Sunday turn out was very good. There were refreshments after in the community centre. There was some difficulty in hearing so the council will need to look at addressing this next year.

The co-option of Mr Gladwin.

**21/218 Date of next meeting**

16<sup>th</sup> December 2021

**The meeting closed at 8.42pm.**

**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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**Tendring**

GS attended the Local Plan and Planning Policy Committee (LP&PP) (19<sup>th</sup> October) and talked about conservation areas within the TDC area. St Osyth, Dovercourt, Thorpe and Clacton. The Committee will bring forward other areas. There will be a sixweek consultation with the general public on each area. Also talked about was the amount of housing being built in Tendring. The legal figure is 550 per year – this has been met and may go below 550 in 2033. GS asked to have a breakdown of the percentage and increase in housing ward by ward.

There was an update from Gary Guiver with reference to the Garden Communities in West Tendring. The outcome of this was that the Link Road has been approved.

GS attended the next LP&PC (11<sup>th</sup> November) where the Committee discussed the Development Plan Document (DPD) for the Garden Communities and the proposed establishment of a joint committee with TDC, CBC and ECC. The Membership of this Committee will be made up 3 Councillors from TDC, CBC and ECC. The Committee will be TDC led by Cllr Turner together with Cllr Guglielmi. The Chairman of the Local Plan at CBC will be on the Committee along with a Cabinet member and 2 from ECC one will be a cabinet member. Each group will have an opposition member. The Chairman from the Committee will be rotated on a yearly basis but the makeup will remain the same. As CBC has yearly elections the make up of the committee could change as it might with TDC and ECC. New planning policies within the Garden Community will have to be agreed for the new DPD.

GS attended the Resources and Services Committee (RSC)(1<sup>st</sup> November) and there will be a task and finish group set up with a group Councillors from RSC to talk about waste and recycling and outcomes from COP26 and from Michael Gove, Communities Minister. General enforcement to housing was discussed.

AW attended Standards Committee (27<sup>th</sup> October)

Ian Davidson and Neil Stock have discussed safety of Councillors in light of the death of Sir David Amess.

GS attended Cabinet (12<sup>th</sup> November) which discussed the Garden Communities, housing voids, leisure and sports facilities, seafront services, escooters, conservation areas, long term financial updates, children and young people strategy and its delivery plan.

Ian Davidson continues to email out the latest Covid information.

**Elmstead**

We have given out boxes and visited new residents.

AW received a call regarding about a tree from residents of Lucerne Road.

AW received an email asking about the crossing at the Colchester End of Elmstead.

*Gary and Ann Councillors for Elmstead – November 2021*