

**Minutes of Meeting on 21<sup>st</sup> April 2022**  
**Meeting of Elmstead Parish Council**  
**Community Centre, School Road, Elmstead Market, CO7 7ET**

Present: Cllr Gill Williams (Vice-Chair), Adam Gladwin, Michael Hare, Maxine Jeggo and Martine Ward.  
Also Present: District Councillor Gary Scott and members of the public (including the Chairman and Vice Chair of the New Community Centre Committee). Mrs Baxter – clerk.  
Absent: Cllrs Amanda Brennan and Sally Fairey.

**22/072 Chairman's welcome.**

Cllr Williams explained that she was acting Chairman in Cllr Brennan's absence and welcomed everyone to the meeting.

**22/073 Apologies for Absence.**

Cllrs Amanda Brennan and Sally Fairey.

**22/074 Declaration of Pecuniary Interests and Personal Interests.**

None.

**22/075 Approval and signing of the minutes from 17<sup>th</sup> March 2022.**

It was resolved to accept the minutes from 17<sup>th</sup> March 2022 as true and accurate.  
Proposed: Cllr Jeggo, Seconded: Cllr Ward, all in favour.

**22/076 To receive an update about the progress of resolutions from the meeting of the Council on 17<sup>th</sup> March 2022 not covered in this agenda.**

The clerk and Cllr Brennan are still to speak about the license for the playing field.

**22/077 Public Speaking**

A member of public asked if we have got planning permission for a football pitch on the open space at Victory Field. Mr Fairweather responded that the planning for the pitch is included in the deed of variation.

A member of public asked what an NDO (Neighbourhood Development Order) is. It's the equivalent of a planning application that will be on the site of the current community centre. The clerk is to check if an NDO has the same public consultation as a planning application. Another member of public asked how we will stop houses being built this side of the new link road.

Cllr Scott provided some background to the garden community and link road and said that there will be another consultation in Spring 2023 on the final draft plan for the garden community.

It was asked who informs residents about consultations.

Cllr Scott said that previous exhibitions were ill advertised. He asked Cllr Turner at TDC for another exhibition but was told they wouldn't organise another event but would send officers if someone else organised one.

A member of public said that they have not received Upmarket (moved into Victory Field). Cllr Jeggo will check this.

It was reported that the VAS on Colchester Road is not working. The clerk is to send an e-mail to Cllr Guglielmi.

**22/078 County Councillor report. To include where relevant an update on items on the WIP report.**

Cllr Guglielmi was not at the meeting. It was commented that his report does not include items specific to Elmstead. The clerk is to ask if he can provide a report on Elmstead specific items.

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**22/079 District Councillor reports. Written report – to take questions on the report and provide any additional information not on the report.**

See attached report.

Cllr Scott: spoke to Alan Lindsay (Essex Highways) at the Garden Community exhibition and asked him to get back to him about the status of the crossing for Colchester Road.

**22/080 New Community Centre Committee**

*An update from Mr Fairweather (Committee representative) on the NCCC meeting held on 7<sup>th</sup> April 2022 and any other updates.*

Mr Fairweather did not attend the meeting on the 7<sup>th</sup> April, so Mr Beard gave an update. There were 10-12 Charity Field residents at the meeting, so the meeting was put on hold for a Q&A session. There was a lot of discussion around the football pitch and outside facilities.

Mr Beard spoke about the community centre and football pitch being project 1 and the outside facilities being project 2 as the funding is coming from different sources. The committee were asked if they could help with project 2 beyond the work they have already done in providing a recommendation to the PC. They agreed that no-one could commit that time so that has been returned to the PC.

The public questioned the time frames and commitments of the project and Mr Beard provided some background to the history of the community centre. There was a discussion around the meaning of the term open space and whether it can include a football pitch.

The clerk is to contact TDC and ask for the definition of open space and whether we need to make a planning application for the football pitch.

Mr Fairweather said that he spoke to Gary Guiver at the Garden Community exhibition about the s106 money coming into the PC's accounts and Mr Guiver agreed that the money should go into TDC's account, not the PC's.

**22/081 Colchester Road Crossing**

*Any Updates?*

We are waiting to hear back from Alan Lindsey.

**22/082 Neighbourhood Plan**

i) *An update.*

Cllr Gladwin: We are getting close to the end. The draft plan should be finished soon ready for sign off at the next meeting.

ii) *To consider the designation of Elmcroft as a Local Green Space in the Neighbourhood Plan. Also, of the open space at Charity Field which will be given to the Parish Council in the future.*

It was resolved to agree to the above designations. Proposed: Cllr Gladwin, Seconded: Cllr Ward, all in favour.

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

It was resolved to send both letters. Proposed: Cllr Gladwin, Seconded: Cllr Ward, all in favour. Cllr Gladwin is to send the clerk the addresses.

**22/083 North Essex Garden Community**

*A consultation is being carried out on the Draft Plan for the Tendring Colchester Borders Garden Community. The consultation runs from 14th March 2022 – 5pm 25th April 2022. To consider the response put together by the working party.*

After a discussion about whether the request to consider siting Market Field Farm in the Strategic Green Gap should be included it was resolved to send the response without the request. Proposed: Cllr Ward, Seconded: Cllr Gladwin, all in favour.

Signature .....

Date .....

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**22/084 Queens Platinum Jubilee**

*An update.*

Cllr Jeggo has purchased a flag for the flagpole and Cllr Scott has agreed to be the town crier. Cllr Jeggo has purchased a hat and bell for Cllr Scott. Cllrs Scott and Wiggins will judge the best dressed house competition. There will be 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> prizes. There will be an 8 page programme going to every house. The next meeting will be in April. We need choirs and singers for the beacon lighting ceremony. The councillors were asked to attend this as this is a PC event.

It was resolved to delegate the power to approve Jubilee spending (within the budget) to the clerk as we won't be able to wait until the next meeting for all the items that will be purchased for different events. Proposed: Cllr Gladwin, Seconded: Cllr Ward, all in favour.

**22/085 Planning**

i) *A brief update from the planning committee meeting of 14<sup>th</sup> April 2022.*

Cllr Williams: There were no objections to any of the applications.

ii) *To discuss the response from TDC to the letter we sent regarding the swale at the Church Road development. Any further communication to action?*

The reply from TDC says that they are meeting all the requirements, although Cllr Gladwin felt that the sides are so steep it would be a struggle to get out. The council has raised its concerns, there is nothing else it can do.

Cllr Jeggo has taken photos of the swale at Tye Road which is not as steep but bigger.

**22/086 Elmstead Playing Field**

*To consider a request from Market Field School for use of the field on Saturday 16<sup>th</sup> July.*

It was resolved to approve the request. Proposed: Cllr Ward, Seconded: Cllr Gladwin, all in favour.

**22/087 Finance**

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

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

ii) *To review any requests for overtime to be paid in April.*

It was agreed to authorise 2 hours of overtime for the handyman for April. Proposed: Cllr Williams, Seconded: Cllr Gladwin, all in favour.

**22/088 New councillors needed.**

*To discuss ideas for getting new councillors. The council has 4 vacancies.*

It was discussed that the council is in a dire situation, and we need to let the community know. It was suggested we write a letter to everyone. Also, to ask a councillor to do a write up each month of what they do for Upmarket.

The above was agreed. Proposed: Cllr Williams, Seconded: Cllr Gladwin, all in favour. Everyone is to send a paragraph to the clerk for the letter.

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**22/089    May Annual Parish Meeting and Annual Parish Council Meeting (AGM)**

*In recent years, the Annual Parish Meeting has consisted of a Chairman's annual report and a Finance Report and has been held directly before the May Annual Parish Council Meeting. This meeting must be held between 1 March and 1 June. It must not start before 6pm. It is a meeting of local electors and can include business to be transacted to be voted on by the electors present. It can also include presentations and displays etc, for public interest and/or participation. To discuss the timing and format for this year's meeting.*

It was resolved to keep to the previous format of the Annual Parish Meeting being held before the Annual Parish Council Meeting, one to start at 7pm, one at 7.30pm.

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

**22/090    Smaller Councils Committee**

*NALC has asked to hear from smaller councils on the issues that are specific to them or on what services would we find particularly useful. Please refer to the NALC letter dated 11<sup>th</sup> March 2022. Deadline for response – 6<sup>th</sup> May 2022.*

The only issue to report is how difficult it is to get councillors.

**22/091    Items for the June Upmarket article**

Cllr Gladwin is to do a Garden Community update.

**22/092    Items for the next agenda or for information only**

There will be the annual items, and the Jubilee. Cllrs Jeggo, Brennan and Williams will be away for the September meeting.

**22/093    Date of next meeting**

19<sup>th</sup> May 2022.

The meeting closed at 9.08pm.

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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**District Councillor Report**

**Elmstead Parish Council – April 2022**

**Tendring**

On 14<sup>th</sup> 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.

Again On 14<sup>th</sup> March GS chaired a Resources and Services Committee in place of Cllr Stephenson where there was a Joint Use Sports Facility Update given, TDC

Communication and Annual Capital Treasury Strategy for 2022/23. At the meeting a question was asked about the Jaywick Sands Market site project where the cost was £2.1m which has risen to £4.4m.

On 23<sup>rd</sup> March we had an All Members Briefing at which TDC, CVST and the CAB were in attendance to give their reports and for Members to ask questions on the Ukrainian situation.

On 24<sup>th</sup> March GS attended Group Leaders where several District issues were discussed.

On 25<sup>th</sup> AW attended Cabinet in place of GS.

On 21<sup>st</sup> and 28<sup>th</sup> March we have attended two roadshows in Elmstead where ten residents (including two from Great Bentley) and seventeen attended respectively. At Full Council GS asked the Chairman of Joint Committee of the Garden Communities that there be more advertising in the right places and for longer so that residents can give their opinions on the project.

On 29<sup>th</sup> March we attended Full Council where we were given an update on the FreeportEast Business Case, Statement by the Leader of the Council, Cllr Neil Stock, Gambling Policy, Constitution, Annual Capital and Treasury Strategy for 2022/23 was voted on, Motion to Council with regard to the Ukrainian situation which was seconded by GS.

On 6<sup>th</sup> April AW attended Standards Committee.

On 8<sup>th</sup> April GS attended Group Leaders at which Committee places was discussed – we are likely to have a place on Planning and also Resources and Services - the reason for this is because the number of places has been reduced across all the Council Committees.

On the 13<sup>th</sup> April AW attended the beginning of an All Members Briefing which spoke about Living Well in Tendring and an update on the number of properties that had been inspected by TDC for Ukrainian families to live in – 30 with 28 being approved.

Ian Davidson continues to email out the latest Covid information.

**Elmstead**

We are hoping that we will be able to give £500 to the Parish Council to be put towards the Jubilee Celebrations – we are doing this for each of our Ward villages again subject to completing the relevant form and returning to Richard Barrett, Section 151 Officer at TDC.

*Gary and Ann Councillors for Elmstead – April 2022*

Signature .....

Date .....