

Notice of Meeting on 21st February 2022
Meeting of Elmstead Parish Council
Community Centre, School Road, Elmstead Market, CO7 7ET

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

Also Present: District Councillors Gary Scott (arrived late), and 8 members of the public (6 members of the New Community Centre Committee). Mrs Baxter – clerk.

22/028 Election of chairman following the resignation of Cllr John Gray.

Cllr Brennan thanked Mr Gray for everything he has done for the Parish and said that the council was very sorry to hear that he had resigned.

It was resolved to elect Cllr Brennan as chairman.

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

22/029 Election of vice-chairman.

It was resolved to elect Cllr Williams as Vice-chair.

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

22/030 Apologies for Absence.

District Cllr Ann Wiggins and County Cllr Carlo Guglielmi.

22/031 Declaration of Pecuniary Interests and Personal Interests.

None.

22/032 Agreement of the minutes from the advisory meeting held on 20th January 2022.

It was resolved to accept the minutes from 20th January 2022 as true and accurate.

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

22/033 Approval and signing of the minutes from 21st January 2022.

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

Proposed: Cllr Ward, Seconded: Cllr Hare, all in favour (of those in attendance at the meeting).

22/034 To receive an update about the progress of resolutions from the meeting of the Council on 20th January 2022 not covered in this agenda.

There was nothing to report that would not be covered in this agenda.

22/035 Public Speaking

A member of public asked for an update on the crossing for Colchester Road. The clerk reported that at a Highways Surgery meeting attendees were in favour in principle of transferring the £40,000 contribution for bus stop upgrades at Oatlands to the cost of a lights controlled crossing. The developer will need to be approached about doing a deed of variation on the legal agreement. The feasibility and design surveys should have been done by now. The clerk will ask Cllr Guglielmi for an update.

It was reported that the speed reporting sign that lights up as you drive into Elmstead from Colchester has some lights missing and lights up too slowly. It was suggested that we ask Cllr Scott to help us with this.

It was also reported that a 60mph sign is legally required between the dual carriageway (A133) and the 30mph zone as you approach Elmstead from Colchester. The clerk will contact Essex Highways.

It was asked when the broken Neighbourhood Watch sign will be replaced. Cllr Ward has asked for one and is awaiting an answer.

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22/036 County Councillor report. To include where relevant an update on items on the WIP report.
Not present and no questions on the report.

22/037 District Councillor reports. Written report – to take questions on the report and provide any additional information not on the report.

Not present and no questions on the report. See appendix 1.

22/038 New Community Centre Committee

Cllr Brennan thanked the Committee for the time and effort they have put into the plans.

District Councillor Gary Scott arrived.

i) An update from the meeting held on 3rd February 2022.

Cllr Gladwin: It was a long meeting, and a lack of communication with the council was discussed. It is hoped that we can continue to have members of both coming to both meetings, particularly for big decisions. They spoke about the specification which will be discussed in the meeting with Go Homes, the council and committee are generally in agreement, there are a few questions still to be worked on.

There was a long discussion on the football pitch to decide the measurements and location.

There were some interesting ideas regarding the other outside space. There was also an update on the developments which are providing funding for the facilities.

ii) To hear from the working party regarding plans for the outdoor space.

Mrs Grotier introduced the plans, saying that they have aimed to make the maximum use of the space to meet a variety of needs. They visited a local play equipment provider and got some exciting ideas. Photos were displayed of a play ship, as an example of a feature play item, that has lots of different elements of a play park. A plan was displayed showing the football pitch next to the Community Centre, with the football pitch to the west, then 2 MUGAS together, a zip wire and then a space for outdoors gym equipment. They are hoping to get grants for the gym equipment, it was discussed that we were told we would get a sugar tax grant from TDC towards getting people active.

Provision for seating was discussed – there are 3 benches in storage ready to be sited

somewhere and the idea is there will be seating on the patio. We could look at getting picnic tables near the children's play area.

It was asked about vandalism. The play area will be robust and there will be CCTV as a deterrent. Cllr Scott said that the experience of Alresford PC is that their play equipment hasn't been vandalised. It was suggested we speak to local policing about this.

There was a discussion around whether to move the recycling banks onto the site so that the council would get the income for the recycling credits. It would depend on access requirements for large lorries, and consideration of the need for them to be on hard standing and the potential for mess e.g. broken glass. To go on to the agenda for the next Committee meeting.

Mr Gray: Planning permission is required for the planned floodlights for the pitch. These will need footings and cables. We don't think we will need permission for the MUGA lights. It was discussed that these will only be needed during winter, will be the lowest brightness they can be, aimed at the pitch and that the LED floodlights are much better than older style floodlights like those at the university. The pitch would need 4, 1 at each corner. The clerk is to send details of old quotes to the working party. With the shorter timescales for the floodlights, it was discussed that they should be done first.

iii) To discuss the current updates on the detailed specification for the new Community Centre.

There is still a lot to think about for the heating and solar panels, and electric car charging. It was discussed that there is no legal obligation to put the charge points in now, but that planning policy does encourage it, and that it might be a retrospective obligation in the future so would be cheaper and easier to install them now. They will need rapid charging which requires a 3 phase

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electrical supply. We might be able to get grants towards installation. There is still a lot to discuss so the conversations will continue.

After a conversation about the lack of communication from the PC to the Committee, Mr Fairweather was asked if he would mind attending the PC meetings as a committee representative. He was happy to do so.

22/039 Neighbourhood Plan

An update.

Cllr Williams has had feedback from our consultant on some draft text for the NP and will look at it this week. There is a steering group meeting on 1st March to continue to work on the draft plan.

22/040 North Essex Garden Community

A report from the Town/Parish briefing held on 1st February.

Cllrs Brennan, Williams and Ward attended. They were told about the Rapid Transport System (RTS) which sounds like it will cause problems. There will be a dedicated bus lane which will then merge into the other lane, where buses get the priority. The funding for the RTS goes from Greenstead roundabout to the knowledge gateway, after that it will be a normal road with no dedicated bus lane. The RTS will be going into the "park and choose" in the GC. Cllrs are concerned about the 3 zones of the community which will be linked by the rapid transport bus. The plans were discussed including the delay of the link road.

22/041 Queens Platinum Jubilee

i) An update.

Cllr Brennan had been asked by the church if there were plans to shut Church Road and would that exclude the church? Cllr Jeggo responded that the curate was present at the meeting to discuss plans and was going to take the information back to the church to see how they could be involved. Cllr Brennan will pass on Cllr Jeggo's contact information to the church so that they can speak directly.

Cllr Jeggo: There was a meeting of interested parties, but anyone who is interested is welcome to join and help. They discussed many ideas. An initial plan was drafted and will go into the March Upmarket. There will be another meeting on the 28th February. The council viewed the draft plans.

Cllr Jeggo suggested that the Jubilee Trail go from the Green to Budgens to Forge Court to Tye Road through the PROW to Church Road up to the Church then back to the PROW through to School Lane and on to finish on the North Green.

It was suggested that we contact estate agents for boards, this is in hand as it was suggested at the planning meeting.

Cllr Scott said that the District Councillors are getting £1,000 each for the Jubilee and are planning to give each Parish Council £500 each.

ii) To discuss sponsorship for the beacon trail.

It was agreed to write a letter to businesses with various options of sponsorship.

iii) To discuss an initial request for costs for Jubilee related expenditure.

The Jubilee committee has been looking into decorative and items such as bunting, flags and hats, can the council allocate some of its budget so that these items can be purchased?

It was resolved to allocate £300 of the £500 budget to decorative and sundry items.

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

The council was also asked if it would pay for a pipe band to play through the village and down Church Road on the Sunday and a vintage quartet to play at the family fun day on Friday. The total cost is £700.

It was discussed that we could apply for funding from the Big Lottery that could go towards expenses like these.

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It was resolved that the council would pay for the band and quartet. Proposed: Cllr Jeggo,
Seconded: Cllr Fairey, 6 in favour, 1 against.

It was resolved that the council would apply for funding from the Big Lottery towards the costs of the Jubilee. Proposed: Cllr Brennan, all in favour.

A member of public said that there is a group of singing ladies and gentlemen, 1 or 2 of whom are in the village. Cllr Jeggo is to ask the church if they know of their contact details.

iv) To consider the total amount budgeted for the Jubilee, is it enough?

This will be considered next month when we have a better idea of what funding and sponsorship we have.

22/042 Planning

i) A brief update from the planning committee meeting of 10th February.

Cllr Brennan went through the applications considered at the planning committee meeting.

ii) An update on a meeting with Lanswood and Market Field School to hear about their plans.

Cllrs Brennan and Fairey and Mrs Baxter attended. Cllrs Scott and Guglielmi also attended. We were told that ECC are supporting the School's Market Farm plans, and that the planning would be for approximately 65 houses. There will be no "phase 2," with the developer willing to put a clause in to prevent this from happening.

22/043 Playing Field License

Is the council in agreement with the draft heads of terms sent from Lambert Smith Hampton?

This needs a closer look. The clerk is to ring Cllr Brennan to go through it.

22/044 Finance

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

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

ii) To consider the appointment of Mrs Stobart to perform the internal audit for 2021/2022.

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

iii) To appoint an additional bank signatory.

It was resolved to add Cllr Fairey as a bank signatory. Proposed: Cllr Brennan, Seconded: Cllr Williams, all in favour.

iv) Additional laptop for council members?

It was resolved to purchase an additional Acer laptop for the council. Proposed: Cllr Brennan,
Seconded: Cllr Fairey, 6 in favour, 1 abstention.

v) Mower insurance – renew with our current provider?

It was resolved to delegate the renewal of the insurance to the clerk. Proposed: Cllr Fairey,
Seconded: Cllr Ward, all in favour.

22/045 Bins for B1027 layby

Cllr Scott reported that he does a lot of litter picking in the 2 laybys.

It was resolved to request funding from Cllr Guglielmi for 2 bins at approximately £500 each.
Proposed: Cllr Brennan, Seconded: Cllr Ward, all in favour.

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22/046 Committee Membership

i) *To consider co-opting Cllr Gladwin on to the NEGC working party.*

It was resolved to co-opt Cllr Gladwin. Proposed: Cllr Ward, Seconded: Cllr Fairey, all in favour.

ii) *Planning Committee – to co-opt an additional member.*

It was resolved to co-opt Cllr Gladwin. Proposed: Cllr Brennan, Seconded: Cllr Ward, all in favour.

iii) *Finance Committee – to co-opt an additional member.*

It was resolved to co-opt Cllr Hare. Proposed: Cllr Ward, Seconded: Cllr Williams, all in favour.

22/047 Litter-picking

To discuss arrangements for the next litter-pick.

This will be on the third Sunday in March, 20th March at 10am, to meet at the community centre. It was agreed to ask Mr Dingwall to help. The event is to be advertised on Facebook and the noticeboards.

22/048 Items for the April Upmarket article

No additional items.

22/049 Items for the next agenda or for information only

Cllr Ward – Emergency Plan.

22/050 Date of next meeting

17th March 2022.

The meeting closed at 9.37pm.

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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Appendix 1

Elmstead Parish Council – February 2022

Tendring

On 25th January AW and GS attended Full Council where Part II of the Local Plan was agreed unanimously. There was a motion put forward with regard to conservation areas and Article 4 directive which we did not support because GS spoke supporting Cllr Fairley in what she said with reference to the Local and Planning Policy Committee. GS also spoke about his concern for the link road and increased construction costs to bring this about. Full Council agreed the Pay Policy for the Chief Executive. There was a reference made to a Councillors non-attendance which was withdrawn.

On 27th January AW took part in an AMB talking about how Councillors stay safe online.

On 28th January GS and AW attended Cabinet which met in the newly refurbished Committee Room. On the Agenda for Cabinet to consider was Scrutiny of the updated Financial Forecast/Budget Proposals for 2022/23 together with the Housing Revenue Account Budget Proposals which had been considered by the Resources and Services Overview and Scrutiny Committee. GS spoke about the Jaywick Sands Development which will be given £254,465 so that construction costs can be met. A report on the Starlings site in Harwich which Cabinet approved would receive £272,383 due to increased construction costs and also the demolition of Milton Road Car Park in Harwich be postponed with some of the money from that project being moved to the Starlings Project.

On 31st AW attended CRWP to terms of reference, procedures and committee sizes were discussed following consultation with Member's Groups this included live streaming of meetings of the Council.

Also on 31st GS and AW had a meeting with Gary Guiver, Acting Head of Planning to receive an update about the Tendring/Colchester Borders Garden Community.

On 7th February GS chaired the Resources and Services Committee where heritage assets were discussed and leisure centres.

On 15th February we attended Full Council where the Opposition Group put forward four amendments to the Budget which were all lost – these were Joint Use Sports Centres, Jubilee Scholarships, Town and Parish Councils and All Un-Parished areas of Tendring Capital Support Scheme and Extension to Existing Member Small Grants Scheme.

The Budget was passed by 33 votes with 12 abstentions.

The Housing Revenue Account was passed enbloc as was the Appointment of an External Auditor for a five year period commencing 2023/24.

Ian Davidson continues to email out the latest Covid information.

Elmstead

AW was contacted by a resident in Lucerne Road about a tree – this has been resolved as Clive Dawson, Tree Officer at TDC has told the resident that it is a civil matter.

GS and AW were part of the meeting that took place at Lanswood to discuss the possible farm that might be built on the Clacton Road.

GS has contacted TDC about Hunters Chase with regard to their collection day – which opposite from the rest of the village – there are two calendars!!

GS has visited new residents in Century Mews and Pavilion View.

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.

Gary and Ann Councillors for Elmstead – February 2022

Signature

Date