

Minutes of On-line Meeting on 6th May 2021
Meeting of Elmstead Parish Council
Community Centre, School Road, Elmstead Market, CO7 7ET

Present: Cllrs John Gray (chairman), Sally Fairey, Maxine Jeggo, Michael Hare, Martine Ward and Gill Williams.

Also Present:

Mrs A Baxter (clerk) and 3 members of the public

Absent: Cllr Amanda Brennan

21/089 Election of Chairman 2021-22

It was resolved to elect Cllr Gray as chairman.

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

21/090 To receive the Chairman's declaration of acceptance of office

Cllr Gray will deliver this to the clerk.

21/091 Election of Vice-Chairman

It was resolved to elect Cllr Brennan as vice-chairman.

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

21/092 Chairman's welcome.

Cllr Gray welcomed everyone and explained that he would be taking a 3-month sabbatical after this evening for health reasons.

21/093 Apologies for Absence.

Cllr Brennan sent her apologies.

21/094 Declaration of Pecuniary Interests and Personal Interests.

None

21/095 Approval and signing of the minutes from 22nd April 2021.

It was resolved to accept the minutes from 22nd April 2021 as true and accurate.

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

21/096 To receive an update about the progress of resolutions from the meeting of the Council on 22nd April 2021 not covered in this agenda.

The clerk advised that there has been no progress on the 3 items not included in this agenda: the site visit for Alresford Road, the new dog bins, and the sign for Church Road.

21/097 Public Speaking

Mr Carroll reported back from the Garden Community Liaison meeting. A twitter account and website have been set up for the GC. The Liaison group has been selected and received their terms and conditions. There are quite a few members from Wivenhoe, Ardleigh and other localities who are very opposed to the Garden Community and asked some pointed questions of the group. There are 10 members to the group, but unfortunately there was not enough interest in the youth group.

21/098 Link Road – Planning Application No: CC/TEN/31/21 Proposal: *New link road between the existing A120 and A133 inclusive of a grade separated dumbbell junction at the A120, with new accesses to an existing petrol station (Ardleigh South Services) and Colchester Waste Transfer Station; a new roundabout at the junction with the A133; and two*

Signature

Date

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intermediate roundabouts along the link road. Together with other associated works and landscaping. Location: Land between the A120 and A133, to the east of Colchester and west of Elmstead Market.

Deadline for comments: 15th May 2021

Cllr Williams: A meeting was held with Cllr Luxford-Vaughan of Wivenhoe Town Council who is very knowledgeable. It was decided to request an extension of time to respond, which we did on behalf of Elmstead, Alresford and Ardleigh PCs and Wivenhoe TC. We have now got until 31st May. This gives us more time to look into the traffic and environment statement. The working party had a meeting last night where a few common issues came out. There will be another meeting with Cllr Luxford Vaughan, the working party and Mr Gladwin.

There is too much detail in the application, and we are not experts. We have seen though that they won't be able to do the full or proper surveys because they don't have time as the road must be completed by March 2024. They will not be able to replace like for like hedgerows and trees as they will need to grow.

It was resolved to ask if we can address the committee on this application.

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

21/099 Neighbourhood Plan

i) An update.

Cllr Williams: We gave an update to members of the public with some feedback from the surveys and an update on how the task groups were doing. There were not so many people as at the first public meeting. Several did send apologies though and asked for a copy of the recording. We asked for volunteers for specific tasks. Holly Ward expressed an interest in the Communications Task Group. No-one came forward for the tasks set for the environmental group. There is someone interested in historical buildings, and someone else who might help with traffic. The presentation showed us all that we have achieved.

ii) To consider membership of the Steering Group.

It was resolved for Lucas Carroll and Adam Gladwin to join the Steering Group.

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

Mr Carroll has spoken to Holly Ward, and they will sort out the internal communications with a list of participants and relevant details. They will then set up an external communications plan. Mr Carroll will also put together a project plan for the next Steering Group meeting. Another 3 members of public are needed for the Steering Group.

21/100 Annual Parish Meeting

To discuss the holding of the Annual Parish Meeting.

It was resolved, given the current circumstances, to defer holding the Annual Parish Meeting.

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

21/101 Annual Internal Audit

Mrs J Stobart has completed the internal audit for 2020/21 and this has been circulated.

Any questions to be discussed.

Cllr Gray gave a vote of thanks to Mrs Baxter for the work done for the internal audit, the auditor was satisfied with everything.

21/102 Annual Governance Statement

To review and approve the Annual Governance Statement (Annual Return Section 1 – Annual Governance Statement 2020/21).

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The above was approved. Proposed: Cllr Ward, Seconded: Cllr Fairey, all in favour.

21/103 Annual Return

i) To consider and approve Section 2 – Accounting Statements 2020/21.

The above was approved. Proposed: Cllr Fairey, Seconded: Cllr Ward, all in favour.

ii) Signing of the Accounting Statements by the Chairman.

The Chairman will deliver the signed statements to the clerk.

21/104 Clerk's hours

To discuss additional hours worked for April.

It was resolved to pay an additional 12.5 hours for April.

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

21/105 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 Fairey, Seconded: Cllr Ward, all in favour.

ii) To approve an additional signatory to the bank account. There are currently two.

It was resolved to add Cllr Brennan as a signatory if she is in agreement. If not Cllr Hare.

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

21/106 Items for the next agenda or for information only

Cllr Hare - Speedwatch

21/107 Date of next meeting

This will possibly be the 15th July.

The meeting closed at 8.04pm.

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

Minutes written by Mrs. A Baxter

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