

**Minutes of Extra Ordinary Meeting on 25<sup>th</sup> July 2023**  
**Meeting of Elmstead Parish Council**  
**Community Centre, School Road, Elmstead Market, CO7 7ET**

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

Also Present: 3 members of the public.

Mrs Baxter

Absent: Cllrs Sarah Donaldson and James Chable.

**23/142 Chairman's welcome and notifications**

Cllr Gladwin welcomed everybody.

**23/143 Apologies for Absence.**

Apologies were received from Cllr Chable.

**23/144 Declaration of Pecuniary Interests and Personal Interests.**

None.

**23/145 Approval and signing of the minutes from 6<sup>th</sup> July 2023.**

It was resolved to accept the minutes from 6<sup>th</sup> July 2023 as true and accurate.

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

**23/146 Public Speaking**

Members of public raised their concerns that Amazon delivery vans are driving onto the footpath at Pavilion View and asked if the council install a bollard to stop it. The council responded that it is not a public or council owned footpath, so it doesn't have any jurisdiction. The residents could ask the management company to do it. The residents informed the council that they were advised it was going to be adopted. They have complained to Amazon. They will speak to the developer.

The clerk will try to find out what is happening with the footpath, will it be adopted?

A member of public also asked about additional dog waste bins between the one on the public right of way joining Church Road and further down Church Road. The clerk responded that we are in communication with Tendring DC about potential locations for new bins, and one of the locations is by the cricket field pedestrian entrance from Church Road.

**23/147 Pavilion View**

*To decide on the appointment of a solicitor for the transfer of the allotment land to the Parish Council.*

The clerk explained that she contacted and spoke to four solicitors for quotes but did not hear back from one at all, had a lot of communication with another but they did not provide a quote and one of the solicitors is acting for the developer so there is only one available quote. It's under the price limit for the 3 quote regulation.

It was resolved to appoint Bright and Sons for the above.

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

**23/148 New Community Centre and Open Space land**

*To decide on the appointment of a solicitor for the transfer of the community centre/car park land and open space land to the Parish Council.*

Cllr Gladwin explained that this is for two separate transfers, one for the public open space, and one for the community centre and car park. Cllr Gladwin, Mr Fairweather and Mr Beard had a meeting with Mr Hammond of Sunstone House where timing of the transfers was

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discussed with a possible target date of September, dependent upon grassing the open space.

There were two quotes available, as there were no quotes provided by the other two solicitors that were approached. It was discussed that it was deemed preferable to have 2 separate solicitors working on the Pavilion View allotments and the Charity Field transfers. It was resolved to appoint Ellisons.

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

We should be able to claim back the legal fees for the transfer of the open space land, as the Deed of Variation does state this, and we are in touch with Go Homes' solicitor about this.

### **23/149 South Green standpipe**

*To discuss and decide the design and cost advice received from Affinity Water for a standpipe connection.*

Cllr Hare raised that we need to find out how much we'll be charged for the water and any other hidden costs, and the problems of public access to the standpipe.

The standpipe will be contained in a lockbox/cabinet of some kind for protection.

Mrs Baxter spoke to Affinity Water and explained that we would like the connection to come up within the green if possible, and as part of the green is Essex Highways responsibility, not privately owned, could they do that? They are going to check and get back to the clerk, but it will increase the cost as the proposed connection currently comes to the edge of the road. The cost had come in lower than anticipated though.

It was asked whether a bowser would be a possibility. This has been previously looked at and could cost up to £10,000 for a road worthy bowser. The handyman would have to drive to the community centre, wait for the bowser to fill up and then drive back, and so it was decided to investigate a standpipe.

It was resolved to approve the installation of the standpipe up to a revised cost of £1,500, if it can come in at least 6 feet from the road edge onto the green.

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

### **23/150 Neighbourhood Plan and Neighbourhood Development Order**

*TDC will soon put together the web text and press release for the public consultations of the above. Would the Parish Council like TDC to host a public consultation event in support of the Plan and NDO? If this is something we would like to do, TDC will need details of dates and venues to go along with the consultation material.*

Cllr Gladwin reported that the NP and NDO had been reported in a Gazette article.

The clerk reported that Mr Fuller has suggested two events, one during the day and one in the evening, during September. TDC will bring the consultation material. It would be on weekdays.

It was resolved to confirm the council would like TDC to host an event from mid to late September.

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

### **23/151 The Essex County Council (A120/A133 Link Road) (Phase 1 (Southern Section)) (Classified Road) (Side Roads) Order 2023**

*For an initial discussion on this order to be submitted to the Secretary of State for Transport for confirmation. Objections to the order are to be submitted by 7<sup>th</sup> September.*

Cllr Gladwin relayed that it's not clear in the materials what specific land is being referred to. Cllr Brennan had viewed the information video and felt it wasn't useful and that we need to say that we were promised a complete link road and not part of it.

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The information says the road needs to be completed by the end of the 2024/25 financial year. They haven't done any groundworks yet, there doesn't seem to be time for them to complete it if they don't start soon.

A response can be decided at the next meeting.

Cllr Brennan raised the issue of our lack of representation on the Garden Community Committee. Cllr Brennan will draft an e-mail and circulate it.

**23/152 Finance**

*To look through the finance report and approve payments for invoices received to date in July. See appendix 1.*

The finance report was approved.

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

**23/153 Items for the next agenda or for information only**

None.

**23/154 Next meeting**

*17<sup>th</sup> August 2023.*

**The meeting closed at 7.35pm.**

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

**Minutes written by Mrs. A Baxter**

**Contact: 01206 827139**