

**Minutes of On-line Meeting on 17<sup>th</sup> December 2020**  
**Meeting of Elmstead Parish Council**  
**Community Centre, School Road, Elmstead Market, CO7 7ET**

Present: Councillors John Gray (Chairman), Nick Bell, Amanda Brennan, Michael Hare, Maxine Jeggo, Martine Ward and Gill Williams.

Also Present: District Councillors Ann Wiggins and Gary Scott (for part of meeting)

County Councillor Carlo Guglielmi (for part of meeting)

Mrs Baxter (clerk)

Absent: Sally Fairey

**20/227 Chairman's welcome.**

Cllr Gray welcomed everybody.

**20/228 Apologies for Absence.**

Cllr Sally Fairey sent her apologies.

**20/229 Declaration of Pecuniary Interests and Personal Interests.**

None.

**20/230 Approval and signing of the minutes from 19<sup>th</sup> November 2020.**

It was resolved to accept the minutes from 19<sup>th</sup> November 2020 as true and accurate.

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

**20/231 To receive an update about the progress of resolutions from the meetings of the Council on 19<sup>th</sup> November 2020 not covered in this agenda.**

The clerk explained that she had not had a chance to look into the war memorial. All other items are on this agenda.

**20/232 Public Speaking**

No public present.

**20/233 County Councillor report. Written report – a short verbal report.**

See PC website for written report at <https://www.elmsteadparishcouncil.org.uk/meeting-reports>.

Cllr Guglielmi: Has a meeting with Mr Eng (EH) on Wednesday and will ask about the weight limit applications we have made for Tye Road.

Regarding the crossing for Colchester Road Cllr Guglielmi has confirmed with Lanswood that they will pay for the design and will speak to Mr Eng about the mechanism for proceeding with that. There is no guarantee that the LHP will award the additional funding needed to upgrade the crossing.

The bollards outside Dormers should be delivered before the end of the financial year, it has all been approved.

Cllr Guglielmi has sent information to us on the Garden Community. After each meeting there will be updates to the stakeholders, Parish Councils and the CEAG. He will send regular updates. They will be launching their public engagement strategy very shortly. All meetings will be a matter of public knowledge unless they are discussing sensitive commercial information.

There was a discussion about the Mount Pleasant residents and which party it was that was waiting for a response.

It's vitally important that there is a buffer zone so that Elmstead does not fuse into the Garden Community. There needs to be a distance between town and rural communities.

Cllr Guglielmi is trying to get the Alfell footpaths done. It was discussed that some, but not all pavements have been sprayed. Cllr Guglielmi will go and check.

Cllr Guglielmi left the meeting.

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### 20/234 District Councillor reports. Written report – a short verbal report.

See attached for written report.

Cllr Wiggins: There was a meeting with Gary Guiver last night. Section 1 of the Local Plan will go to committee on the 11<sup>th</sup> January and to full council on the 26<sup>th</sup> January. This limits the number of houses to be built per year to 550. £99 million has been given for the link road.

### 20/235 PRE-APPLICATION No: CC/TEN/137/20/PRE

*Proposal: PRE-APPLICATION REQUEST: New link road between the A120 and A133 comprising dual two-lane carriageway; junction connecting the proposed link road to the A133; two intermediate roundabouts and connections (Allen's Farm and Tye Road); grade separated dumbbell junction (two roundabouts linked by a single bridge) connecting the link road to the A120; new access road to Colchester Waste Transfer Station; new two-way access to the petrol station on the A120; and other associated development and works  
Location: Land between the A120 and A133, to the east of Colchester and west of Elmstead Market.*

*To discuss and approve observations on the above pre-application advice request to return to ECC by the 24<sup>th</sup> December 2020.*

It was discussed that Tye Road will be closed off, and that Tye Road residents want it to be closed. Residents and farmers should be told.

The closure of the gaps in the A133 was discussed. It was felt that it would send more traffic through Elmstead and particularly the Budgens junction. Either that or people will try to go around the roundabout but that may add to slow traffic at the bottom of the link road. It was also argued that it is dangerous to cross a dual carriageway but that the visibility from Elmstead Road onto the A133 is very good for turning right.

It was resolved to comment that the council is not in favour of the closures of the gaps.

Proposed: Cllr Ward, Seconded: Cllr Brennan, 6 in favour, 1 against.

### 20/236 North Essex Garden Community and A120/A133 Link Road

1) *To discuss the Inspector's decision on Section 1 of the Local Plan.*

Nothing that we requested was taken into consideration. There was a quote in the newspaper from Cllr Guglielmi to say that there would be less traffic going through Elmstead. Councillors felt that Clingoe Hill will be more congested. They would like to know if the construction traffic will be coming through Elmstead. This led on to asking about the lorry movements from the gravel extraction in Alresford. The clerk will check the lorry movements to see if there are any restrictions.

2) *An update on asking residents of Colchester Road to display signs and the reinstatement of the banners.*

The signs have been picked up and we need to add wood to the back of them. Cllr Hare will sort this out in January. None of the banners are up yet, they will go up soon. We've been given a spare banner – perhaps that could go on the A-frame.

3) *A report on the meeting between Bernard Jenkin MP and Elmstead residents.*

Cllr Brennan: Sir Bernard walked around the area and was very receptive, he's got the wishes of the residents to follow up on.

He was horrified at the lorries driving along Tye Road. Cllr Brennan explained the situation and he will take it up with Essex Highways.

4) *A report from the meeting between Gary Guiver, Cllr Gray and the clerk.*

Cllr Gray summarised the report. Cllr Gray added that we were asked about an industrial area to the north of the site, which could be on the western side of the link road.

5) *To discuss potential options for the buffer zone, as suggested in the above meeting.*

During the consultations the council will be asked what they would like to see in the buffer zone, examples such as a managed open space, fishing lake, or other recreational use.

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### 20/237 Colchester Road Crossing

*An update on the application to the LHP for top up funding for the crossing and on the design for the crossing to be done by Lanswood's Highways engineers.*

*An update on the sourcing of alternative funding.*

This was covered by Cllr Guglielmi. The clerk has written a letter to Mr Shakily to ask them to instruct their engineers to undertake the design.

### 20/238 Neighbourhood Plan

1) *An update on working with Oneil Homer planning consultancy.*

The clerk has had a call with Mr Homer, and the working party will be meeting with him in early January.

2) *Does the council approve the proposal and quotation from Oneil Homer?*

It was resolved to approve both. Proposed: Cllr Williams, Seconded: Cllr Bell, all in favour.

3) *An update on the application for funding.*

The Expression of Interest (EOI) has been submitted and that will generate a link to the grant application.

4) *Feedback from the digital consultation toolkit demo attended by Cllrs Brennan, Ward and Williams.*

This will be great for engaging the local community if we are still in lockdown, it's like standing in a virtual village hall.

### 20/239 Weight Restriction Requests

*The council previously requested weight limits on Tye Road and School Road. Any update?*

Cllr Guglielmi will ask Tom Eng when he meets with him and Sir Bernard is also chasing this up.

### 20/240 Finance Committee – 2021/22 Budget and Precept.

*To hear a recommendation from the finance committee for the 2021/22 budget and the amount of precept to set for 2021/22. To agree a budget and precept for 2021/22.*

It was resolved to agree the Finance Committee's recommendation of a budget of £40,662 with a precept of £38,600. The remainder of the budget will be funded by general reserves.

This results in a 3.08% increase in council tax for the Parish.

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

### 20/241 Finance

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

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

### 20/242 Playing Field – Football

i) *To consider a request from Stillwaters FC to use the field for home games and training sessions on some Saturdays (likely to be three or four Saturdays a month).*

The club responded regarding the marking up of the ground that if they do it themselves would there be no charge for the hire? It was resolved to not take this request forward at this time.

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

ii) *To also consider a request from Reed Hall FC to use the playing field every Sunday for their youth teams.*

Cllr Gray has met with the chair and vice-chair of the club and the chair of the Colchester and District Youth League. They would like to use the field every Sunday next season. They are very keen to get more girls involved and to get Elmstead children onto teams. They have a female coach who is a qualified coach for children with learning difficulties. Cllr Gray showed them the hall and they were impressed. They do

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lots of fundraising and would like to use the hall for their events, and get the community involved. Mr Fairweather was concerned about mud in the hall if they use the toilet facilities, but they will have a marshall in the hallway who will ensure they take their boots off. They will also clean up after if a mop and broom are left out. They say they don't need access to changing rooms.

They asked about car parking as they sometimes have 3 teams playing. Mr Smith is open to the idea of them using the Market Field School car park. He is also happy for them to use the school's equipment. They will do all the pitch marking. They will need a storage shed. There needs to be a meeting between the club, the PC, Mr Smith and Mr Fairweather to tie it all up.

It was discussed that this will be good for youngsters but there are concerns about the field, we need to be mindful about who will maintain the ground. We could give them a season to try.

### **20/243 Items for the next agenda or for information only**

Cllr Ward – the weight limit restrictions for Tye Road and School Road.

### **20/244 Items for the February Upmarket Article**

### **20/245 Date of next meeting**

*The next meeting will be held on the 21<sup>st</sup> January 2021 at 7pm.*

### **20/246 Exclusion of press and public**

*To resolve that pursuant to S.1 of the Public Bodies (Admission to Meetings) Act 1960 the meeting be closed to the public and press for the item 20/222.*

This was not necessary as there were no public.

### **20/247 Charity Field Open Space Provision**

*To review updated quotes received for the above. To discuss the preferred provision with quotes to send to Tendring DC for the purposes of the Lanswood section 106 agreement.* An updated quote from one supplier was received just before the meeting, and there was a quick review of the figures. It was resolved for the clerk to look into obtaining VAT advice regarding the funding of the equipment by a s106 agreement.

### **20/248 Staff salaries**

- i) *To consider the recommendation of the Finance and Personnel Committees following on from the staff appraisals with respect to the clerk's and handyman's salaries for the year 2021/22.*

It was resolved to agree the recommendation. Proposed: Cllr Ward, Seconded: Cllr Bell, all in favour.

- ii) *To consider the recommendation of the Finance and Personnel Committees with respect to the clerk's hours and overtime to be in effect from January 2021.*

It was resolved to agree the recommendation. Proposed: Cllr Ward, Seconded: Cllr Bell, all in favour.

- iii) *To consider the clerk's overtime for December.*

Additional overtime hours were approved.

**The meeting closed at 9.58pm.**

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

**Minutes written by Mrs. A Baxter**

**Contact: 01206 827139**

Signature .....

Date .....

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**Elmstead Market Parish Council – December 2020**

We attended a virtual Full Council Meeting and the following were discussed: Housing Strategy, Cllr Gina Placey put forward a motion about Council Housing sites and numbers. The Action Plan for Climate Change was approved with regard to recycling, waste and environmental issues including solar panels - Gary sits on this Committee.

A report was submitted by Overview and Scrutiny Committee on fireworks which was discussed and it was decided it would be sent to Community Leadership Committee for more scrutiny.

A number of Councillors have changed Groups which has meant that the Committees have had to be changed.

At a virtual Resources and Services Committee which Gary attended discussions were on the future work plan and the future two day finance meeting to discuss the budget for 2021-2022.

Gary attended a briefing of the Local Plan and Planning Policy Committee.

We attended a virtual All Members Briefing on Covid, Harwich and Felixstowe Ports were discussed due to TDC being the Port Health Authority and what will happen with Brexit. Members were also told about businesses who could get grants for new open and closed grants.

Dan Land, Chairman of TDC did a charity skydive for CVST.

**Elmstead Market**

We have calls about email and telephone scams.

We have given out recycling boxes and visited new residents.

*Gary and Ann Councillors for Elmstead Market – 16<sup>th</sup> December 2020*

Signature .....

Date .....