

**Minutes of On-line Meeting on 18<sup>th</sup> February 2021**  
**Meeting of Elmstead Parish Council**  
**Community Centre, School Road, Elmstead Market, CO7 7ET**

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

Also Present:

County Councillor Carlo Guglielmi

District Councillors Ann Wiggins and Gary Scott

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

**21/023 Chairman's welcome.**

Cllr Gray welcome everyone and thanked Cllr Brennan for covering as chairman in January.

**21/024 Apologies for Absence.**

None.

**21/025 Declaration of Pecuniary Interests and Personal Interests.**

None.

**21/026 Approval and signing of the minutes from 21<sup>st</sup> January 2021.**

It was resolved to accept the minutes from 21<sup>st</sup> January 2021 as true and accurate.

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

**21/027 County Councillor report. Written report – a short verbal report.**

Cllr Guglielmi: The weight restriction applications are waiting to be validated. Mr Eng has written a report regarding the Colchester Road crossing for CMA (Cabinet Member Approval) as it conflicts with policy. They are aware of the funding coming from Lanswood for the design work. They had to get a cabinet member approval originally for the crossing as it is not policy compliant.

The Garden Community team met last week and discussed the engagement website which launches next Wednesday. There will be an engagement briefing with Town and Parish Councils on the 6<sup>th</sup> April and a community group webinar on the 10<sup>th</sup> May.

Cllr Guglielmi will investigate any planning applications in Elmstead with Highways improvements to see if there is anything regarding the Budgens frontage. If we wish him to pursue double yellow lines add it to the next agenda.

Cllr Guglielmi has been in touch with Mount Pleasant residents and has contacted Ian Turner (Project Manager for the link road) and Steve Everson (Economic Growth Director) to understand how ECC will respond to those residents' concerns. Cllr Brennan urged Cllr Guglielmi to ensure that the residents are responded to and will send a full history of her correspondence to him.

Cllr Guglielmi will get a date for the installation of the bollards outside Dormers.

Cllr Guglielmi was asked about the number of lorries on Tye Road, as the numbers have increased recently, and there are a lot of aggregate lorries. There are limits on the number of journeys for the gravel extraction, this is specified in the planning documents. This will be investigated.

**21/028 To receive an update about the progress of resolutions from the meetings of the Council on 21<sup>st</sup> January 2021 not covered in this agenda.**

There were no updates for items other than those on the agenda.

**21/029 Public Speaking**

A representative from CEAG (Crockleford and Elmstead Action Group) has written to Mr Guiver and received a response, which the PC has been copied into. They are anxious about the number of houses and the area of land they are to be put into. It is hard to see how they will fit 9,000 houses into the area. They are waiting to see the plan.

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A resident who has recently moved into the village expressed an interest in joining the council. He would like to be involved in the community and contribute. He and his family are very happy to be here. He is concerned about the speed of vehicles on Bromley Road.

**21/030 District Councillor reports. Written report – a short verbal report.**

See attached for written report.

Cllr Wiggins reported that a new enforcement case has been opened by Christ Stathers for Finch Lane. Cllr Wiggins will ask Mr Stathers for an update and copy the clerk.

Cllr Guglielmi left the meeting.

**21/031 Lanswood Park Deed of Variation**

*To consider the wording for the proposed deed of variation to the s106 agreement for the Lanswood development contribution to facilities on Charity Field. **The Council and the Owner have now agreed (at the request of Elmstead Market Parish Council) to modify the covenant referred to in recital A above to provide for the Open Space Contribution to be used instead towards providing: (a) publicly accessible outdoor gym/sports equipment within the Charity Fields site; and (b) works to improve public access to the Charity Fields site.***

It was resolved to approve the above wording subject to the following change:

To add “and play equipment” to Background item (C) on page 2 and 4.1.1 the definition of “Open Spaces Contribution Purposes” on page 4.

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

**21/032 Charity Field**

*To consider action to take regarding the changes to the Open Space provision as detailed on the Deed of Variation to the Charity Field Section 106 agreement. To consider approval for expenditure to seek legal advice.*

It was discussed that the completed Deed of Variation differed to what was agreed by the Parish Council. We were not party to the final changes. It had been agreed that as allotments were being provided on the Church Road site, they were not needed on the Charity Field site. The Deed of Variation allows additional funding towards the community centre build in lieu of the allotments. However, it has also changed about 0.5ha of the open spaces land to the north of the site to “reserved allotment land” which is not needed and takes away land needed for the outdoor recreational facilities we wish to put onto the open space.

An application for 8 bungalows has been made on the land which was earmarked for the original allotments. The planning committee decided to object and make a request to call it in as the Deed of Variation is not what was agreed. We contacted TDC and they advised us to seek legal advice.

Cllr Gray contacted Go Homes and spoke to their CEO, Oliver Hookway. He is willing to change the Deed of Variation to remove the “reserved allotment land”. We have also been contacted by their solicitor, Adrian Toulson. The amendment will not be signed off before the deadline for the comments and call-in request on the 8 bungalows. Cllr Scott advised to continue with the call in until the amendment to the Deed of Variation is signed off to our satisfaction.

It was discussed that if necessary, we would need legal advice, and that this could be expensive. It was resolved to agree to an initial sum of £6,000 being allocated from the council’s legal reserves.

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

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**21/033 North Essex Garden Community and A120/A133 Link Road**

*i) An update on a meeting between the working party and Gary Guiver.*

This was an excellent meeting and one which will happen on a regular basis. Mr Guiver said that he wants the buffer zone between the road and the village and for the house density near the road to be lower. He talked about the GC engagement website and said that we will be consulted. Cllr Brennan told him about the Mount Pleasant residents not receiving any response to their communications. He will follow this up.

*ii) Any other updates?*

The signs will be put up when its possible to do so. A member of public offered to put one up on his front wall.

**21/034 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.*

As advised by Cllr Guglielmi earlier it has gone for Cabinet Member Approval. It was discussed whether this would slow it down. This is to be checked with Cllr Guglielmi and Tom Eng.

**21/035 Neighbourhood Plan**

*i) An update.*

The presentation is next Wednesday. Any public interested in joining the Steering Group or Task Groups can attend. Our consultant Neil Homer will be there.

We are working on a scoping session note which will be sent to TDC eventually. This will be driven by the village, as it defines which aspects of Neighbourhood Planning we are working on.

After the meeting we will send a survey to every household and business in the parish asking for their opinions, to see which topics are important to them.

A member of public added that we could start a community fund, use social channels to engage people and select champions from the community.

*ii) To consider for approval the Scoping Session Note which is to be included on the PC website and forwarded to TDC.*

The Scoping Session Note is still in draft format.

**21/036 Parking Outside Budgens**

*To consider the parking outside Budgens and whether to write to the relevant agency regarding it.*

Cllr Guglielmi stated earlier that he will investigate this. If we would like to consider double yellow lines add it to the next agenda.

**21/037 Weight Restriction Requests**

*The council previously requested weight limits on Tye Road and School Road. Any update? These applications are in the validation process.*

**21/038 Planning Committee**

*An update from the Planning Committee meeting held on 11<sup>th</sup> February 2021.*

An application for a development On Tye Road was objected to, and a public open space contribution was requested in response to an application for 8 bungalows behind Forres, Clacton Road.

**21/039 TDC Road naming consultation**

*The council has been consulted on the naming of the road within the Forres, Clacton Road development as "Chatto Close". Does the council have any objections or comments?*

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Mr C Board: Lanswood has employed Beth Chatto for the landscaping scheme and is considering calling their development "Chatto Gardens". The clerk will contact TDC to let them know that there may be a conflict.

**21/040 IT Policy**

*To consider for approval a policy for the use of PC owned IT equipment.*

It was resolved to approve the above policy.

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

**21/041 Finance**

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

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

*ii) To consider the renewal of the mower insurance.*

The clerk explained that the current provider has not raised their premium and has provided good customer service so far. The other quotes received last year were either far more expensive, or late. It was resolved to continue with the current provider. Proposed: Cllr Bell, Seconded: Cllr Ward, all in favour.

*iii) To consider approval of a £25 cost to VCS websites to add a minutes facility to the website for the NP Steering Group.*

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

*iv) To consider the clerk's overtime for February.*

It was resolved to pay for 18.5 hours of overtime. Proposed: Cllr Gray, Seconded; Cllr Ward, all in favour.

*v) To consider membership of the Society of Local Council Clerks for the clerk.*

It was resolved to pay for membership of SLCC for the clerk.

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

**21/042 Items for the next agenda or for information only**

The weight limits on Tye Road and School Road.

Colchester Road crossing.

Double yellow lines outside Budgens.

**21/043 Items for the April Upmarket Article**

None extra

**21/044 Date of next meeting**

The next meeting will be held on the 18<sup>th</sup> March 2021 at 7pm.

**The meeting closed at 9.31pm.**

**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 – February 2021**

**Tendring**

- We attended a virtual Full Council Meeting on Tuesday where the Budget for 21/22 was agreed and so was the Housing Revenue Account. Council will rise by £5.00 for a Band D property. Housing rents will rise will 1.5%.
- Ian Davidson continues to brief us on the Covid situation.
- Ann attended a virtual Standards Committee at which TDC’s Monitoring Officer gave a report on the Review of the Planning Probity Code and Protocol and also the Complaints Procedure which will go to the next Full Council to be ratified.
- We will be attending an All Members Briefing next Wednesday.
- Gary attended a virtual Resources and Services Committee where they talked about the Budget and the Senior Officers and Portfolio Holders were in attendance.

**Elmstead Market**

- We have continued to give out recycling boxes.
- We have been contacted about Finches Lane.
- We have been asked about a road name for the new properties off Clacton Road behind ‘Forres’.
- We have been contacted about a streetlight being out and dog bins not being emptied.
- We have been alerted to fly tipped black bags in Tye Road which we will report to TDC.
- We have just received the grant form for Members Small Grants Scheme which can now be completed.

*Gary and Ann Councillors for Elmstead Market – 18<sup>th</sup> February 2021*