

Minutes of Meeting on 1st June 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: 2 members of the public.

District Councillors Gary Scott and Ann Wiggins.

Absent: Cllrs James Chable and Sarah Donaldson.

23/103 Chairman's welcome and notifications

Cllr Gladwin explained that the meeting would be recorded and that the Parish Clerk is unable to be present.

23/104 Apologies for Absence.

Cllrs Donaldson and Chable sent their apologies. County Councillor Guglielmi also sent his apologies, but he has said he will attend the July meeting with an update.

23/105 Declaration of Pecuniary Interests and Personal Interests.

None.

23/106 Approval and signing of the minutes from 18th May 2023.

It was resolved to accept the minutes from 18th May 2023 as true and accurate.

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

23/107 To receive an update about the progress of resolutions from the meetings above not covered in this agenda.

Held over as the clerk was unable to attend. Councillors had nothing to add.

23/108 Public Speaking

A resident reported dangerous parking on the pavement on Old School Lane and added that the pavement is starting to sag. It would be difficult for an emergency vehicle to get through. The council is limited in what it can do but it was suggested that the resident speak to the business whose employees are parking on the road to get it resolved quickly. It was discussed at length. District Councillor Gary Scott suggested he would speak to someone to investigate the issue. The resident was asked to send in any photos and evidence they have, and Cllr Scott will contact the North Essex Parking Partnership.

23/109 County Councillor report. To include where relevant an update on items in progress.

Cllr Guglielmi was not present. Cllr Gladwin reported that we have had a meeting with him about ongoing issues. It sounds hopeful that things are happening with the crossing and the Colchester Road/School Road junction. The money is there for the crossing, it's a matter of when things get started. The double yellow lines for the junction are being progressed. They are looking into the possibility of a roundabout for the junction. It was suggested that the area outside Budgens be made narrower, by repainting the lines so that it stops double parking.

We were told there would be an assessment on a bigger scheme that would take in the area from the petrol station to the Bromley Road traffic lights to look at it as a whole.

23/110 District Councillor reports. Written report – to take questions on the report and provide any additional information not on the report.

Cllr Scott went through the written report, this is on the council website at

<https://www.elmsteadparishcouncil.org.uk/meeting-reports>

The council is now an independent/labour/liberal democrat council.

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Cllr Scott added that they had received a call about litter on Bromley Road.
Cllr Wiggins has asked the TDC planning manager for a meeting to discuss the community centre but has not had a reply. Cllr Gladwin responded that we have been trying to get a meeting for weeks but not heard back. We have very limited time. Councillors asked Cllr Scott to speak to the planning manager directly.
Cllr Scott said that if the council wishes him to attend events as the chairman of TDC he can do that.

23/111 Tendring/Colchester Border Garden Community. Consultation will be taking place on the Submission Version of the Development Plan Document (Regulation 19 Consultation) from the 15th May 2023 to 25th June 2023.

Any updates?

An update was given by Cllr Gladwin as to how the consultation is ongoing with various times for the public to attend events. It was noted that the flyer the PC had put out didn't get to all houses before the Elmstead community centre event, it was however explained that the time was short from finding out the dates of the event to compiling a flyer and getting it distributed by volunteers.

It was thought the responses at the public sessions were shocking, very ill prepared. People were getting different answers to the same questions.

It was discussed that we don't have representation on the Garden Community committee. Also, that comments made at committee meetings should go to the Planning Inspector, but they won't. These public questions/comments aren't minuted. Cllr Scott will speak to Gary Guiver (TDC) about this.

It was asked how the decision was made to move the housing away from Greenstead, but Elmstead was not considered. Cllr Scott responded that this was discussed at the committee meetings.

It was resolved to ask Cllr Turner and Cllr Bush, as the Tendring representatives on the committee, to a meeting. Proposed: Cllr Gladwin, Seconded: Cllr Williams, all in favour. Cllr Scott will speak to the leader of TDC about it.

Cllr Gladwin is going to speak to the Primary School to see if they have been consulted about potential additional students/classrooms.

23/112 Planning Application

23/00567/FUL Allens Farm Tye Road Elmstead Colchester Essex CO7 7BB. Proposed erection of industrial building, servicing yards, car parking and landscaping.

Deadline for comments 1st June 2023. Additional time has been requested.

The council agreed to be neutral with its comment but to state the concerns of increased HGV traffic, going primarily down Tye Road, until the new link road is built. It is not known when the new road will be built to the required length to be able to redirect the traffic from Tye Road. Proposed: Cllr Gladwin, Seconded: Cllr Williams, all in favour.

23/113 Annual Return

i) To consider for approval Section 2 – Accounting Statements 2022/23.

It was resolved to approve the above. Proposed: Cllr Brennan, Seconded: Cllr Gladwin, all in favour.

ii) Signing of the Accounting Statements by the Chairman.

The Accounting Statements were signed.

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23/114 Finance

- i) *To look through the finance report and approve payments for end of May. See appendix 1.*

The finance report was approved. Proposed: Cllr Gladwin, Seconded: Cllr Brennan, all in favour.

- ii) *To review any request for overtime to be paid in June.*

No overtime request was made.

- iii) *Pre-loaded cash card. To consider a rolling grant towards the Wednesday Welcome Hub of an amount to be paid each week onto a card for Cllr Donaldson with a maximum limit to be applied. This will feed into a general use policy to be included on the July agenda.*

A discussion was had and voted on to have the rolling grant for the Warm/Welcome Hub with an amount of up to £100 to be paid weekly, onto a card in Cllr Donaldson's name, from the reserve. This will be for when it starts again in September.

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

23/115 Playing Field (behind Market Field School)

- i) *To consider the fly tipping issues on the field. Essex County Council has asked for a contribution towards their costs of clearing the fly tipping. Does the council wish to contribute, or arrange with Market Field School to hire a skip and use volunteers to do the clearance work? To consider insurance and risk assessment requirements.*

Cllr Gladwin visited the field and couldn't find the fly tipping. Cllr Hare asked how much is being requested. It was asked how the fly tipping is getting there. It was also discussed as to why the Parish Council is being asked to pay towards it.

- ii) *To consider usage of the field for organised football outside of Reed Hall Sentinel's lease period.*

There was a discussion on the other team using the field over summer, and whether the field should be allowed to rest. The field is in good condition at the moment. As Cllr Chable was not at the meeting, it was agreed that as he had expertise on this subject to defer to the next meeting when hopefully he will be present.

23/116 Pavilion View

- i) *To discuss the transfer of the allotment land to the Parish Council and the appointment of a solicitor.*

Cllr Brennan had not been able to get through to the ECC legal services solicitor. Cllr Gladwin updated that the initial confusion around the allotment land being tied to the rest of the open spaces in the s106 agreement was an oversight. We have been approached now for the transfer of just the allotment land. It was discussed that the transfer of land for the allotments needs to be looked in to legally to identify when this will occur and what has to be done. There is a historical waiting list for applying for a community allotment. The Primary School has been allocated one.

A member of public updated that a contractor is currently maintaining the open spaces at Pavilion View, the management company has not been appointed yet.

- ii) *To discuss the footpath from Pavilion View to the fence adjacent to the car park at Elmcroft. The car park and Elmcroft are Elmstead Parish Council owned land.*

It was also discussed that the path that goes to the fence is not accessible. It was agreed more discussions need to be had with the relevant parties to rectify this.

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23/117 Social Hub

An update.

The winter warm hub has been successfully running through the winter. It has become a vital gathering place and the PC wish to continue this enterprise. It has secured funding and will be re branded to continue whatever the season. However due to the volunteers having other commitments it was agreed there would be a summer break from June and resume in September. We'll need more volunteers before then.

An A Frame would be a good idea to put outside for the hub and for the PC Surgery.

23/118 Events

- i) *An update on the commemorative bench (Coronation) and the tree to be part of the Queen's Canopy.*

The bench is waiting on a quote for the concrete base. The tree has been purchased and is being held at Deans'. We're also waiting on a location drawing from the handyman.

- ii) *To discuss the option of a bin to also be installed near to the bench.*

The handyman has an idea of the bin he would like. We need to consider the budget.

23/119 To consider a council WhatsApp group

Also, to consider a usage policy for the group, restricting the use of it to ensure no decisions are made and no discussions are held that could result in pre-determination. What is the intended use of the WhatsApp group?

Agreed in principle with the idea. To do an email to all councillors checking if they individually want to opt in and we'll need to agree a social media policy.

23/120 Items for the next agenda or for information only

The council surgeries need better advertising.

A lone working policy needs to be looked at for example for things like leaflet delivery.

The next litter pick will be on the 16th July.

23/095 Next meeting

6th July

The meeting closed at 8.50pm.

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

Minutes written by Mrs. A Baxter

Contact: 01206 827139