

Notice of Extra Ordinary Meeting on 25th April 2024
Meeting of Elmstead Parish Council
Community Centre, School Road, Elmstead Market, CO7 7ET

Present: Cllrs Adam Gladwin (Chairman), James Chable, Maxine Jeggo, Michael Hare, Liz Richfield and Martine Ward.

Also Present: Mrs Baxter and 2 members of public.

Absent: Cllrs Amanda Brennan, Sarah Donaldson and Gill Williams.

24/083 Chairman's welcome and notifications.

Cllr Gladwin welcomed everybody and added that the meeting is being recorded.

24/084 Apologies for Absence.

Apologies were received from Cllrs Amanda Brennan, Sarah Donaldson and Gill Williams

24/085 Declaration of Pecuniary Interests and Personal Interests.

None.

24/086 Approval and signing of the minutes from 4th April 2024.

It was resolved to accept the minutes from 4th April 2024 as true and accurate.

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

24/087 To receive an update about the progress of resolutions from the meeting above not covered in this agenda.

The clerk contacted the cricket club regarding the complaint we received at the last meeting from a Holly Way resident about the trees growing over from the grounds. They have arranged for a contractor to look at the trees who will advise them as to what needs doing.

Action: The clerk is to feed this back to the resident.

Regarding the NDO the NP Steering Group met to decide on a response to the examiner about whether we wanted to withdraw the NDO. Our consultant attended the meeting and with his advice it was decided to not withdraw it. Our consultant will continue to work with TDC to try and resolve the issues so that the NDO can proceed.

Cllr Brennan wrote up the objections to the Replacement Minerals Local Plan Review – 2025 to 2040. Public consultation as resolved last meeting and this has been submitted.

The clerk has informed Wivenhoe Town Council that the council supported their Local Nature Recovery Plan which includes contacting Elmstead landowners to discuss nature recovery.

We had asked Wivenhoe Town Council if they would be able to cut the grass in Dene Park, Wivenhoe on our behalf. Unfortunately their ground staff are unable to take on additional work at this time.

We are signed up to Scribe, with access to the software.

The clerk sent the approved GDPR notice to Community Voluntary Services Tending and they will now be able to issue the hub grant to the council.

24/088 Public Speaking

There was no public speaking.

24/089 Independent Examination – Tendring/Colchester Borders Garden Community Plan

An update on the Examination hearings to be held between Tuesday 7th – Friday 10th May 2024.

Cllr Gladwin reported that we have sent our responses to the matters in question for the hearings. We have responded that we will be part of all of the matters. We will possibly have a meeting with our/Wivenhoe's consultant next week. Cllr Gladwin will be at the hearings all day every day. A document has just been made public, a memorandum of understanding between TDC, CBC and Latimer which is concerning in the powers it gives to Latimer.

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24/090 New Community Centre and Open Space land

i) *A report from a meeting with Duncan Clarke and Beckett architects.*

Cllr Gladwin, Mrs Baxter, Mr Fairweather and Mr Beard met with the architects and went through some changes to be made.

ii) *To confirm the changes made to the plans thus far.*

When we get updated plans we'll share them.

iii) *An update from the committee meeting held on 11th April 2024.*

The discussion was about all the changes to be made to the last set of plans and discussing those in detail.

iv) *Topography survey.*

It has now been done, and you can see the differences between the survey done before the development started and now.

v) *Any other updates?*

We have received the funds from the Church Road development. Unfortunately the amount was challenged, and as Tendring had used the wrong indexation they had to refund circa £37,500 to the developer.

We also met with our solicitor this week. He said that Go Homes had been slow to get back to him with the utilities and drainage but that could have been because of the missing drainage connections. There are outstanding issues with the transfer documentation that he is trying to resolve with Go Homes. One is the lack of access over the land, so he's asked for access right to be included. He's also asked for rights over the utilities.

We also discussed the potential encroachment with the solicitor. The difference shows up on the topography surveys. The solicitor suggested that for simplicity we let it go. The solicitor suggested that the way we handle that is to change the outline of the land being transferred to the PC so that it doesn't include the encroached land. This land would stay in Go's possession until their holding company closes and the land would then revert to the crown.

This was discussed and it was thought that if it wouldn't hold the transfer up then we should try and get the fences moved back to the actual border.

It was resolved to respond to the solicitor that we don't change the land to be transferred for now.

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

The solicitor did say that we could do the transfer if needed but with the drainage and landscaping still outstanding it's best to get those resolved first.

vi) *To consider opening a new account for the s106 contributions already paid and to be paid directly to the council.*

Cllr Gladwin reported that we have already received £50,000 and will soon be receiving £400,000 into the council's account. It was discussed that we'll need to be able to access the funds in order to pay invoices as they arise. We will need a council specific account, and the clerk has had a look at some available options and ran through those. She also advised that as the protection is on £85,000 we will need to look at how to protect the funds. The clerk confirmed that the Financial Services Compensation Scheme of £85,000 is per financial institution (which could encompass more than one bank).

It was resolved to open a new savings account with an appropriate and investigate the options.

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

Action: The clerk is to research the options and provide a report for the May PC meeting for a decision to be made.

24/091 Tendring District Council Overview and Scrutiny Enquiries Work Programme Consultation 2024/25

"Have your say in relation to the matters you believe need Tendring District Council's attention over the coming year."

To discuss responding to this consultation.

Deadline: 11:59pm on Friday, 10 May.

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This is the opportunity for Parish Councils to feedback the matters it would like to draw attention to TDC.

It was agreed that councillors will contact the clerk with matters they wish to raise. The form has been sent to all councillors, who can also respond as individuals if they wish.

24/092 Allotments

To discuss the future use of the allotment land at Pavilion View to be transferred to the council.
We've not had an update from the solicitor. The clerk has received information from a few different sources and needs to review what is still outstanding. We're going to receive the land but no accompanying funds to do things like connect to a water supply, put fencing in, do any landscaping etc.

The land seems to be draining well.

It was discussed that the land isn't big enough to have many individual plots on there and it was suggested that with the number of people who are interested in an allotment that we look at making it a community allotment. Residents could work together and share produce.

Cllr Richfield will contact those on the waiting list to see if they would be interested in a community allotment.

Action: The clerk is to share the list with Cllr Richfield.

It was raised that the Primary School was to receive an allotment so we'll need to discuss with them how this could work.

We could set up a working party to look into this.

The council also needs to consider the parking provision and whether it will cause any issues on Pavilion View.

There will be an opening through the fence from Elmcroft so the allotments will be able to be accessed from there. We'll need to think about a shed for tools to discourage driving.

We could speak to Beth Chatto and Deans to see if they can help.

Action: Cllr Richfield to do further investigations.

24/093 Footpath from Church Road to Old School Lane (Byway 10 Elmstead)

To discuss the state of the footpath.

It was reported that at the start of the path from the play area end it gets very boggy and almost impassable. Our handyman reported that since water was . Someone (we don't know who) did put some gravel down, but then we received complaints from people trying to use prams who couldn't get over the gravel. Cllr Chable suggested filling it with type 1, it stays solid and you can push prams over it. It costs £40/tonne.

It was agreed to contact Essex County Council first to see if they can do anything about it. If not we'll talk to our handyman.

Action: The clerk is to contact ECC.

This is to go back onto the agenda in June.

24/094 Events Working Party

To consider adding Cllr Richfield as a member of this working party.

The above was resolver. Proposed: Cllr Jeggo, Seconded, Cllr Gladwin. All in favour.

24/095 Finance

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

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

ii) *To consider quotes for works to the war memorial.*

The clerk reported that it has been difficult to get 3 quotes. After asking other councils in Tendring we now have some additional businesses to approach. It is more hopeful that we should get at least 3 and we need to get it done this summer.

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The clerk did ask if the work is guaranteed and the answer so far has been no because it very much depends on the weather and placement of the memorial.
Action: The clerk is to get 3 quotes for the May meeting.

24/096 Items for the next agenda or for information only

The clerk reported that Reed Hall Sentinels have been in touch to see when they can start using the field again. They need a few weeks' notice to get the field ready to start playing again. They were concerned that they had seen the Market Field team playing, but Cllr Chable confirmed that they were playing without football boots. With the current weather and field conditions if RHS started playing again it would tear up the field.

Action: The clerk is to update RHS.

We'll need to consider the 23/24 fees as RHS has not had the use of the field for a few months. This will go on the May agenda.

Cllr Richfield asked about the purchase of an oven from the Wednesday hub grant. It was asked whether it would be partly funded but the Community Centre but the conversations so far have been for the hub to pay the full cost of just under £300. This expenditure is at a level where it can be approved by the Chairman/clerk.

Action: Cllr Richfield will send the clerk the details of the oven they wish to purchase.

It was suggested to ask the Community Centre if they will pay for additional costs such as installation, or removal of the old oven.

It was explained that the Community Centre Trust holds a long lease on the community centre and runs it. Cllr Richfield is interested in joining the New Community Centre Committee. One of the MOPs is also interested in joining it. It was suggested that they both attend the next Committee meeting as MOPs.

Cllr Ward asked if our handyman has given the name of a signwriter to the clerk.

Action: The clerk is to chase this up.

Cllr Gladwin reported that he has received a complaint about how bad the bus service has been. Several councillors knew of incidences of buses being late or not turning up.

Action: Cllr Gladwin will look into it. Other councillors are to write down details of bad service and we can collate them. This can be a discussion for another time.

24/097 **Next meeting**

i) 16th May 2024.

Noted.

ii) *To discuss the format for the Annual Parish Meeting and Annual Parish Council Meeting.*

The Annual Parish Meeting will be held at 7pm and the Annual Parish Council Meeting at 7.30 as we have done previously.

The meeting closed at 7.55pm.

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

Minutes written by Mrs. A Baxter