

Minutes of Meeting on 7th December 2023
Meeting of Elmstead Parish Council
Community Centre, School Road, Elmstead Market, CO7 7ET

Present: Cllrs Adam Gladwin (Chairman), Amanda Brennan, James Chable, Maxine Jeggo and Martine Ward.

Also Present: District Councillors Gary Scott and Ann Wiggins.

Mrs Baxter

Absent: Cllrs Sarah Donaldson, Michael Hare and Gill Williams

23/233 Chairman's welcome and notifications.

Cllr Gladwin welcomed everybody and reminded those present that the meeting is recorded. He also explained that the projector is not working.

23/234 Apologies for Absence.

Apologies were received from Cllrs Sarah Donaldson, Michael Hare and Gill Williams.

23/235 Declaration of Pecuniary Interests and Personal Interests.

None.

23/236 Approval and signing of the minutes from 2nd November 2023.

It was resolved to accept the minutes from 2nd November 2023 as true and accurate.

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

23/237 To receive an update about the progress of resolutions from the meeting above not covered in this agenda.

Cllr Scott reported that Cllr Mark Cossens has joined the Garden Community Committee, so we can now send our letter to the TDC representatives on the Garden Community. The clerk will also invite them to a meeting in the cover e-mail.

Cllr Brennan will contact the church about the hub volunteers having food hygiene certificates.

23/238 Public Speaking

None.

23/239 District Councillor report

Cllr Scott reported that he received lots of questions about the new community centre when he attended the Remembrance Day service.

He contacted Mr Guiver to ask for a meeting, and this is possibly to be held in the new year.

Cllr Scott was advised that the biggest problem is the flooding. Cllr Scott reported that he continues to monitor the situation and officers have been attending the site. French drains were installed but it hasn't solved the problem. There was a discussion about where the water is draining to. The initial planning said that all run off had to be managed on site. With the situation as it is, we are unable to take over the land. We need to get a response from Mr Guiver as soon as possible.

Cllr Scott will contact Mr Guiver to ask for a response on the flooding problems at Charity Field.

Cllr Scott attended the Latimer exhibition.

23/240 County Councillor report

Not in attendance.

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23/241 Planning Application

To discuss a response to the following application:

23/01552/VOC Land to South of Forres Clacton Road Elmstead Colchester Essex CO7 7DD.

Application under Section 73 of the Town and Country Planning Act, for the variation of conditions 2, 3, 5, 6, 8, 13 and 14 of 23/00794/FUL to allow removal of oak tree necessary to enable bungalow to be built, and revised layout of bungalow to allow better use of sunlight.

Deadline for response: 11th December 2023.

It was discussed that oak trees can live for hundreds of years, and it is not beneficial to replace it with a rowan. It was resolved to object to the application on the grounds of the removal of the oak tree and the methodology of the application.

23/242 Tendring/Colchester Borders Garden Community

- i) *A report of the meeting with Latimer (Latimer attended a planning committee meeting).*

Cllr Gladwin reported that we met with them during a planning committee and started a conversation with them. The clerk is to ask Latimer to another meeting to discuss the green gap.

- ii) *Any other updates?*

Cllr Gladwin attended the Latimer event and reported that it was good to see that they had made changes on the feedback received at the last round. There were also more knowledgeable people in attendance.

The gap is now showing a larger solar farm.

Latimer has no business interest in the industrial estate. Cllr Scott added that there is a dispute with the owners of the BP garage and relevant landowners, and they have not agreed a settlement for the industrial estate land. It was asked who is pushing the business park and thought to be ECC.

The travellers' site seems to have disappeared.

They are no longer developing some parts of Crockleford and leaving it as green space. It was raised that there is not enough open space within the search area and that Latimer has suggested finding open space outside of the search area. However, should they reduce the number of houses within the search area so that the open space requirement can be achieved within the Garden Community?

It was resolved to send a letter to Mr Guiver to pursue that point. Proposed: Cllr Gladwin, Seconded: Cllr Ward, all in favour.

Cllr Gladwin will draft the letter.

23/243 New Community Centre and Open Space land

- i) *A report from the committee meeting held on 9th November 2023.*

Cllr Gladwin went over the concerns regarding the flooding issues and then went on to the planning application. We may need to do a tender process for a design and build and we need to move on with the planning application so that it doesn't hold us up.

- ii) *A report from a meeting with our solicitor for the land transfers.*

Not discussed.

- iii) *To consider whether to go out to tender for the drawings required to submit the reserved matters planning application for the community centre.*

It was resolved to seek quotes as follows: To put together a letter for an architect to review the existing plans, make changes to simplify the roof taking into account the budget, and make the planning applications. This will not include technical drawings. Once we have approved planning, we can take it to builders for a full tender process.

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

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23/244 Neighbourhood Plan and Neighbourhood Development Order

- i) *To consider writing formally to TDC to express disappointment over the way in which TDC has handled the NP and NDO, as suggested by our planning consultant.*

It was discussed that this is specifically for the NDO. Mr Pateman-Gee got involved at the end of the TDC consultation process which didn't give us any time to do anything about their response.

It was resolved to send a letter to Mr Guiver. Proposed: Cllr Gladwin, Seconded: Cllr Ward, all in favour.

- ii) *A report from the Steering Group meeting held on 2nd November to discuss the questions received from the Examiner.*

The Steering Group discussed the examiner's questions and sent comments to our consultant, O'Neill Homer. We are waiting to get a report back from them on Monday. We'll then need to read it Monday evening/Tuesday day.

23/245 Dene Park (Millfields/Bowes Road open space)

The Wivenhoe Biodiversity Group wants to trial the use of a hay cutter for a final cut of the unmown part of the green.

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

23/246 Finance

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

The finance report was approved, subject to changing the method of payment for the pre-paid card expenditure. Proposed: Cllr Gladwin, Seconded: Cllr Chable, all in favour.

- ii) *To note that the National Joint Council for Government Services reached an agreement on rates of pay applicable from 1st April 2023 to 31st March 2024.*

This was noted.

23/247 Speeding in Village

- i) *To consider a suggestion to request TDC to move the bottle banks from School Road as there is a potential danger to users from passing vehicles.*

It was discussed and thought that they have gradually been moving further towards the road with each lift to empty. The clerk is to ask TDC to make sure the bottle banks are pushed back as far as possible when they are emptied.

- ii) *Other concerns raised regarding speeding and signage on School Road.*

It was discussed that there are speeding issues all around Elmstead. The Speedwatch group can do checks on School Road, but the Speedwatch coordinator won't accept readings from our current speed gun.

The clerk is to find out more about this.

Cllr Ward is to write something regarding Speedwatch for Upmarket and Cllr Gladwin is to update his paragraph about Speedwatch in his article.

23/248 Events

- i) *Christmas Market and Carols on the Green on Sunday 10th December.*

Cllr Jeggo reported that we may have to make changes to the plans if it rains. Help was requested and Cllr Chable offered to assist on the day.

- ii) *Christmas tree festival.*

Not discussed.

- iii) *The social hub. To consider making a grant application to the Community Voluntary Services Tendring's Seasonal Resilience Fund.*

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It was resolved to make an application for £500. The clerk is to check with Cllr Donaldson to see what is needed. We may need to send an e-mail to Cllr Scott asking for additional time to spend the grant. Proposed: Cllr Brennan, Seconded: Cllr Jeggo, all in favour.

iv) *A report on the November council surgery – any follow ups required?*

Cllr Ward reported that they were visited by a resident who is suffering with flooding in her garden who has previously sent photos to the council. The clerk updated that she has replied to the resident but not heard anything further. The clerk is to forward the photos to Cllrs Gary Scott and Ann Wiggins.

23/249 Governance

To consider approval of a safeguarding policy.

Cllr Brennan reported that the church volunteers are concerned about the lack of hot water from the kitchen taps at the community centre. Cllr Gladwin is to speak to Mr Fairweather it.

It was resolved to approve the safeguarding policy with the addition of Cllr Brennan as safeguarding officer for the Christmas event.

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

23/250 TDALC Meeting 22nd November 2023

To receive a report.

Cllr Ward reported on the meeting; everyone is suffering with fly tipping and waiting weeks for clearance. TDC is looking into this.

Speeding was also discussed, and it will be arranged for a police officer to attend the next TDALC meeting.

Mr Turner spoke about planting trees and TPOs and Cllr Ward raised that we have had problems with trees with TPOs being cut down. Mr Stephenson has said he will look into it.

23/251 Items for the next agenda or for information only

None.

23/152 Next meeting

4th January 2024.

The meeting closed at 9.05pm.

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

Minutes written by Mrs. A Baxter

Contact: 07907 610381