

Minutes 15th November 2018
Meeting of Elmstead Parish Council
Community Centre, School Road, Elmstead Market, CO7 7ET

Present: Councillors Paul Beard (Chair), Nick Bell, John Gray, Mike Kirby, Jane Triscott and Martine Ward

Absent: Councillors Jean Routledge and Solma Ahmed

District Councillor Fred Nicholls

Also Present: Members of the public

18/226 Chairman's welcome

Cllr Beard explained that the clerk was ill and unable to attend and that the meeting would be recorded to enable the clerk to write the minutes. Thanks were given to the councillors for their work during the last month, and to the handyman and clerk for their work.

18/227 Apologies for Absence

Cllrs Jean Routledge and Solma Ahmed. County Councillor Carlo Guglielmi and District Councillor Rosemary Heaney.

18/228 Declaration of Pecuniary Interests and Non Pecuniary Interests

None

18/229 Approval and signing of the minutes from 18th October 2018.

It was resolved to accept the minutes from 18th October 2018 as true and accurate with the following revision in item 18/215: Change "if you have more than 5 employees" to "if you have 5 or more employees".

Proposed: Cllr Beard, Seconded: Cllr Kirby, all in favour.

18/230 To receive an update about the progress of resolutions from the last meeting of the Council on 18th October 2018 not covered in this agenda.

No update

18/231 Public Speaking

Clacton Road why is the 30mph limit not further up? It's not safe. It was discussed that Essex Highways agreed that a 40mph limit would be introduced beyond the Go Homes development. We previously asked for a reduction past Whittings which was refused. The occupants of Dormers (adjacent to Budgens) are worried about the cars driving fast around the corner. It was explained that an application was made through the Local Highways Panel but we are still waiting for something to happen. Cllr Nicholls advised that we need to write to the LHP. The pothole near the bus stop near Dormers is dangerous, it's where you stand to get on and off the bus.

18/232 County Councillor report

This was circulated to all councillors. If there are any questions contact Angela.

18/233 District Councillor reports.

Cllr Nicholls: Attended the Remembrance Day services at Great Bromley and Elmstead, both were very well attended.

Regarding the car rally, the motor sports association has issued a permit for it to go ahead. TDC has agreed to support the rally and to take an active part in promotion. The LHP is being changed. There will be more funding to be able to help with local issues more quickly, but these do not include pothole repair. Following a meeting with Bernard Jenkin MP he has written to Cllr Kevin Bentley, the County Council Cabinet Member for infrastructure requesting he intervenes in the broadband issues for this ward. Hopefully this will

Regarding the A120 roundabout, it will not be fully operational until the end of May 2019. The Old Harwich Road is to be closed for 16 days during the Easter holidays to enable the filter roads to be connected to the roundabout and there will be a diversion. Cllr Nicholls has informed the contractor they must have a consultation with District and Parish Councils about the diversion. The delays have been caused by design faults and a lack of materials.

Signature

Date

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Edme who are currently in Mistley have acquired Horsley Cross business park and are intending to move their business there, hopefully it will create more jobs in the area. There will be a public consultation at Tendring Village Hall, Tendring on 27th November from 3pm to 7.30pm and anyone is welcome to attend.

Cllr Beard thanked Cllrs Nicholls and Heaney for their help during the month.

18/234 Planning

Any updates for information only?

Cllr Beard: The biggest news is that the application on Bromley Road is back on the agenda. Greenvolt Development has approached the PC and would like to talk to us about new plans. We invited them to the November or December PC meetings but they can't make either date and so will attend the next planning committee meeting on the 13th December. He advised all councillors to attend and to advertise it to parishioners. We can put it on facebook, on the noticeboards and the website but we need to do more. A leaflet drop was discussed. A member of public is going to contact a lady that distributed leaflets last time and see if she will do the same again. They will then let one of the councillors know. No application has been put in as of yet and there are no details as yet. We'll also put the A-board on the north green to advertise the meeting.

Cllr Nicholls was asked whether TDC has a 5 year housing supply, he confirmed that it now has a 6.2 year supply.

Cllr Beard has been notified that the Church Road application has been submitted.

18/235 New Community Centre Committee

A report from the committee meeting 1st November. Any other updates?

The new Church Road application does not include building a community centre or the provision of a football pitch but does include a £400,000 contribution to building the community centre elsewhere. Newell Homes accepts that the PC will not be in favour of it, and very likely TDC too but they expect the planning inspector to support them if they submit an appeal.

The application will be put in for Charity Field soon. The community centre plans that the working party produced were sent to Nigel Tedder and those have been drawn up professionally with changes and returned. Some of those changes will need to be adjusted such as access to the kitchen from the halls. Sue Sheppard (RCCE) attended the committee meeting and was very helpful. She thought we had overestimated the cost for our preferred plan. We therefore needed to get our specification finished and get an idea of costs so that we can work out how much additional funding we need to raise. The working party has met and written the specification which has been sent to Mr Tedder. Mr Tedder will meet with the working party to discuss the plans. Hopefully we can then get a more accurate cost. The other working party (Cllr Triscott) visited the Albert Edward Memorial Hall in Clacton with Mr Wright and Mr Fairweather and were very impressed. Cllr Beard raised the point that it does not have changing rooms so the build costs would be higher for ours.

One issue we have is with timing. The chances of the £400,000 being released from Church Road and Charity Field close together is unlikely. Particularly if Church Road goes to appeal. We could look at a loan, although this would increase the overall cost.

18/236 Health & Safety

An update on a council H&S policy and a risk assessment for mower use.

Cllr Gray: Since the last PC meeting Cllr Gray has met with the handyman. We couldn't complete the risk assessment as we didn't know if the mower has an inclinometer, but Mr Dingwall doesn't have a manual to see if it does. He needs to get operating manuals for all his machinery to be able to check things like vibration levels. He has got all the relevant safety equipment and does wear it. He talked to Alan about putting the anti-roll bar up and down when working underneath low hanging branches. It is not ideal to have to keep raising and lowering it. He suggests another approach which would be to use a push mower to cut under low hanging trees. Mr Dingwall would prefer to do this and is looking into some options.

Signature

Date

Minutes 15th November 2018
Meeting of Elmstead Parish Council
Community Centre, School Road, Elmstead Market, CO7 7ET

The question of the push mower could go to the finance committee for a decision depending on how much it costs.

18/237 Neighbourhood Plan

A brief update.

Cllr Beard: This is to help with the raising of funds for the community centre and for more of a say in planning. It's a long job. The clerk is to speak to the person who worked for Alresford PC and get an idea.

Cllr Ward has said that Catherine Boyer-Besant (TDC emergency planning) will help us with this.

18/238 Post Office

Any update from Cllr Bell on potential advertising of the Post Office by the mobile post office manager.

Cllr Bell: Spoke to Nicky who opens for 2 hours on a Monday afternoon, 2pm – 4pm. He went an hour and a half after opening and she'd had 8 customers. She did not feel that this was too bad. She's spoken to Bob Button (her manager) about the noticeboard, she's awaiting an outcome from that. A resident reported that she is having difficulties with some transactions due to broadband issues. Cllr Kirby raised the issue that there is a big step to get in and out, how would the elderly and infirm manage that? When it is open there is no signage of any description to advertise the fact. Cllr Bell will go along once a month and see how they are getting along.

18/239 New benches

To discuss temporary arrangements for the 3 new wooden benches.

Cllr Beard: We need to find someone for the benches to go. They were bought for the new community centre. We are 2 years away from getting it so we either put them in storage for 2 years or install them somewhere temporarily. There was a discussion around possible locations, where would people stop and sit? They would need to be made secure and should they go on PC land? Cllr Bell suggested asking the public in Upmarket. Cllr Beard suggested Elmcroft, Cllr Bell said that the last time they put a bench on Elmcroft they had to take them out due to vandalism. Cllr Beard suggested that we store them temporarily in a barn at Mr Kavanagh's landlord's land.

It was resolved to ask the public in Upmarket where they would like the benches and in the meantime ask Mr Kavanagh if they can be stored as above.

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

18/240 Pavement safety outside the fish and chip shop

The owner of the fish and chip shop has suggested that a safety barrier be installed between the pavement and road to protect customers using her shop from the traffic. Does the PC wish to make an application to the LHP to investigate this matter?

Cllr Beard: He visited the owner. They had an incident where a person fell down the step and hurt themselves, but it could have been worse if they fell into the road. They are going to change the steps to a ramp. They want a rail to protect people, and it would stop people parking directly outside. He spoke to Cllr Nicholls who suggested an idea. Cllr Nicholls: a ramp would need highways approval and probably planning. He's spoken to Ian Taylor who suggest that it go to the LHP with a recommendation from the PC, to be supported by Carlo, Fred and Rosemary. It takes a long time for the process. The LHP could go to the site and give a recommendation. Mr Taylor said a barrier is very sensible. A resident asked whether it should be extended in front of other properties.

Cllr Bell suggested that the business should install a side rail to assist their customers to enter and exit safely. Cllr Kirby agreed with the rail. Cllr Gray suggested a temporary measure of getting a rubber mat for the slope. Cllr Nicholls said that when the fish and chip shop is busy a barrier might be best. Cllr Nicholls suggested that we ask Ian Taylor to come and meet councillors to further discuss. It was resolved that we arrange a meeting with the

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Date

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fish and chip shop owners, Ian Taylor, Cllrs Nicholls, Kirby and Gray. The clerk is to contact Cllr Nicholls about this.

Proposed: Cllr Beard, Seconded: Cllr Kirby, all in favour.

18/241 Clacton Road Car Park

To discuss the new sign outside the car park, a resident has raised the issue that it is obscuring the view down the road making it hazardous to exit the car park and has raised other issues, such as it is large, out of keeping and will create a safety risk for speedwatch volunteers when they monitor traffic from this location.

Cllr Beard: Previously spoke to a parishioner about issues with the car park. The parishioner has now raised a complaint against the new sign and the new parking restrictions which appear to be unenforceable and go against the idea of local residents being able to park there. The new sign is at the entrance and advertises the car park and explains the restrictions. The sign is in the wrong location and there was no consultation. Cllr Beard went to see the sign and there is no doubt it is in the wrong position. TDC has since agreed that is the case. It was agreed that it obstructs the motorists view when exiting the car park. It was resolved that the PC requests that the sign be moved.

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

Ian Taylor has said that although the restriction is in place it is not enforceable, but stops the return of vehicles within 24 hours. The parishioner ask the PC to support him in allowing residents to park there.

It was resolved that the PC asks TDC not to impose the restriction.

Proposed: Cllr Beard, Seconded: Cllr Bell, all in favour

There was a discussion around the car parking area on the pavement on Clacton Road, the situation is that there are still restrictions (only disabled parking allowed) but that the NEPP are not policing it unless they get a complaint.

The parishioner has also asked that we support him in terms of getting the rubbish cleared up. We do support that and report it to TDC whenever there is fly tipping and they clear it up. We're happy that they do clear it but not that we keep having to report it. It was discussed that we can only really monitor the situation and report what we see. There's a lot of smashed glass and some drugs paraphernalia. Cllr Bell can check it when he checks the playing field for dog mess and Speedwatch can check it when they are situated near there.

18/242 Finch Lane

A report of a meeting held with Jennifer Gudka and George Munyard, Essex Highways to discuss options for Finch Lane.

Cllr Beard: Has been chasing Essex Highways asking what is happening. When the PC spoke to the Whittings' owners a diversion was agreed. There were questions about ownership of the land. Essex Highways then took the matter over and asked the PC to leave it to them. They came to meet us and came up with a solution similar to the diversion idea, but with a lot of red tape to get through first. It was agreed that it would not be safe for anyone to walk through the site. They talked about how that would happen, but it will take time. Hopefully there will be an outcome that is right for the village, which creates a path to Clacton Road. It was agreed that no vehicles should go down the lane.

18/243 Playing Field

The Friends of Elmstead Church have requested permission from the council to hold a car boot sale on 6th May 2019 on the field. The event will be from 7am-1pm with preparation from about 6am.

There was a concern regarding protecting the football pitch. We don't know how many cars there will be, and whether they will churn up the field depending on the weather. They could stay off the pitch and keep on the other side. The garage sale will be a few weeks later.

The friends do a lot of good work and have a good cause. 6th May is the bank holiday Monday. It was discussed that as the money raised is for a good cause we wouldn't charge. It was resolved that the PC gives permission for the event.

Proposed: Cllr Beard, Seconded: Cllr Triscott, all in favour.

Signature

Date

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18/244 Finance

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

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

Cllr Beard spoke about the Remembrance Day service on North Green, there was a really good turn out and it was very good.

18/245 Communications *Items of interest for inclusion in our January Upmarket report in addition to the report of meeting.*

Not Finch Lane

18/246 Items for next agenda or for information only

A parishioner has offered us a Christmas tree from his garden. It's 15 foot tall but the branches are not as thick as the usual one from Deans. It's not the one for us this year. But perhaps we could still have it and plant it into a planter, once it's grown we can use it. It can't stay in the parishioner's garden but we could take it and grow it. It could go in the planter on the green. We could ask Mr Gooch if we can have a permanent Christmas tree. Cllr Bell will speak to him. We might need a fork lift truck to move it.

Cllr Beard spoke about the December meeting, perhaps keeping it shorter and leave items to January.

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

The meeting closed at 20.38pm.

Date of next Parish Meeting: Thursday 20th December 2018

To be held in the Community Centre, School Road, Elmstead

Minute written by Mrs. A Baxter

Contact: 01206 827139

Signature

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Minutes 15th November 2018
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Appendix 1`

Elmstead Parish Council Finance Report	
<i>Closing Balances to 31st October 2018 are:</i>	
Current Account to end of month	£ 9,833.52
Total Expenses unpaid at end of month	-£ 2,190.18
Total of expenses below (November payments - request for approval)	-£ 3,294.46
Balance in current account after monthly expenses	£ 4,348.88
Business Premium Account	£ 47,763.46
Active Saver Account	£ 10,076.60
Estimated Overall Closing Balance - Current and Deposit	£ 62,188.94
<i>Income Details for October 2018:</i>	
TDC Precept	£ 15,666.00
TDC LTCSS Grant	£ 717.00
Total income for the month	£ 16,383.00
Approval is requested for the following payments:	
Community Centre Hall Hire for October x 2	£ 32.00
Mr R Fairweather - External Security Lights for Community Centre x 2	£ 24.06
Cllr N Bell - dog mess bags	£ 3.00
The Royal British Legion: Poppy Wreath £17 & Donation £50	£ 67.00
Unipar Services - Service of Speedwatch radar inc courier	£ 243.60
Mrs A Baxter - 1st & 2nd class stamps £6.25, refreshments for Sept & Oct PC meetings £11.56	£ 17.81
Mr A Dingwall - crow bar & straps for cutters of mower (H&S)	£ 11.98
Glasdon - Larbreck wooden seat x 3 (to be funded by s106 fund release of £2,364.76). Net price £2,325.00	£ 2,790.00
Expenditure already paid:	
Mr A Dingwall: Black bin bags, Fixings/covers for the mower trailer, number plate for the mower trailer, nut and bolt for mower, cleaning and painting supplies for South Green benches (reimbursement approved by clerk/Chairman and paid 2/11/18)	£ 105.01
Total	£ 3,294.46
Parish Council resolved to approve the above expenditure 15th November 2018 meeting item 18/244	
Signed	
Examined invoices	

Signature

Date