

**Minutes 16<sup>th</sup> August 2018**  
**Meeting of Elmstead Parish Council**  
**Community Centre, School Road, Elmstead Market, CO7 7ET**

Present: Councillors Paul Beard (Chair), Nick Bell, John Gray, Bob Kavanagh, Mike Kirby, Jean Routledge, and Martine Ward

Also Present: Mrs Baxter (Clerk) and 6 members of the public.

Not Present: Councillors Jane Triscott and Solma Ahmed

**18/162 Chairman's welcome**

Cllr Routledge (vice-chair) thanked the public for coming to the meeting, Mrs Baxter and the councillors for their work in the past month. (Cllr Beard arrived a few minutes late).

**18/163 Apologies for Absence**

Cllrs Triscott and Ahmed sent their apologies. Also District Councillor Fred Nicholls was unable to attend. Cllr Kavanagh notified the PC that he would have to leave by 8.30pm due to another commitment.

**18/164 Declaration of Pecuniary Interests and Non Pecuniary Interests**

None

**18/165 Approval and signing of the minutes from 19<sup>th</sup> July 2018.**

Item 18/147: Cllr Routledge recommended the following change for clarity, to change "This will be after the A120 is joined with the A12" to "This will not be actioned until after the new A120 west of Colchester has been built."

It was resolved to accept the minutes from 19<sup>th</sup> July 2018 with the above revision as true and accurate.

Proposed: Cllr Routledge, Seconded: Cllr Gray, all in favour.

**18/166 To receive an update about the progress of resolutions from the last meeting of the Council on 19<sup>th</sup> July 2018 not covered in this agenda.**

The clerk gave a verbal update. Regarding the rubble on the verges of Clacton Road the clerk is to chase Essex Highways every month. Cllr Routledge updated that the Tendring Rangers have installed the posts for the VAS signs and will install the VAS and gates this week. The clerk updated that ECC has issued a consultation on the 40mph speed limit change to Clacton Road, so progress is being made towards being able to install the gates at the eastern edge of the village once the signage has been moved.

There was a discussion around Speedwatch and their use of the new speed radar gun. The clerk has been sent PS Alex Southgate's name as a contact to request the use of the gun and a police officer to operate it. PCSOs are also able to operate the radar gun. The topic of a PCSO for Elmstead is to be put on the agenda for next month. It was suggested that Elmstead has an allotted PCSO, the clerk is to check with PS Southgate.

**18/167 Public Speaking**

A new resident to the village asked why there is no pedestrian crossing at the western end of the village. Cllr Beard provided some of the history of the PC fight to obtain one and information regarding the development north of Meadow Close which is to provide a crossing through its section 106 agreement. The development is in the process of being sold.

**18/168 County Councillor report**

Not present.

**18/169 District Councillor reports.**

Not present.

**18/170 Planning**

*i) A report from the Planning Committee meeting of 9<sup>th</sup> August 2018.*

Cllr Routledge: The main discussion was the extension to the Wivenhoe Quarry with a new access from the B1027. The committee agreed to comment that the new access was

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at variance with the original ECC plans, to restrict the hours of operation to 8am-5pm (weekdays) and 8am-12pm (Saturday), to request that the lorries travel from and to the Wivenhoe direction as Birds Farm Lane is too narrow and the sides constantly need repairing and to suggest that the 40mph limit as you drive from Alresford is extended to beyond the access point. There is no turning lane so lorries waiting to turn will block the traffic. The parishioners who attended the committee meeting thanked us for our support.

- ii) *To consider a request from Mr Jennings for the PC to endorse his request to TDC planning regarding the site layout for 16/01797/OUT - 62 houses land adjacent Market Field School, School Road, Elmstead. Mr Jennings has written to Mr Graham Nourse at TDC planning to request that the swale pond be moved to the far end of the site.*

Mr Jennings told the PC that the swale pond is too close to the public footpath and that if it was moved it would give a better buffer to his boundary where he has paddocks and ponies. Also, with the natural slope of the land it would make sense to have the swale pond at the lowest point. The PC viewed a letter Mr Jennings has sent to Mr G Nourse (TDC planning officer). Cllr Kavanagh suggested viewing the site before making a decision and Cllr Gray agreed. For reasons of expediency Cllr Beard made the proposal that the PC endorses Mr Jennings letter and adds the reason of the slope of the land. The proposal was resolved, 5 in favour, 2 abstentions.

Cllr Kavanagh left the meeting.

**18/171 New Community Centre Committee**

*A report from the committee meeting of 2<sup>nd</sup> August 2018.*

The committee is still meeting, however contracts have not yet been exchanged on Charity Field and the Church Road development is not going ahead until they find out what's happening with Charity Field. It's a slow process as the Charity Field vendor is a charity. There are two subcommittees which have been working in the meantime. One has been visiting other community centres, Great Horkeley, Hythe and Lawford Venture Place. They have been finding out useful information. They have still to visit the new Lawford Hall. The other has been putting together a plan for the building. Until we know where the new community centre is going to be though it's open to change and there's lots more work to do. Cllr Gray added that he's making some modifications, changing a corridor and making the kitchen larger. There will be some issues that will need to come to the PC for a decision in the future.

**18/172 Signs on Lucerne Green - no parking**

*To look at quotes for replacement costs for the sign.*

Cllr Routledge: We have got 3 quotes, 2 of which are from local companies (Signs Made Easy and Envirosigns). Cllr Routledge and Cllr Bell's preference is for the Signs Made Easy quote which is an aluminium composite sign with one aluminium post. The total cost is £110 plus VAT. With only one post it's easier to move and could be brought forward in line with the dog bin. We can choose any colour. Cllr Kavanagh has offered to install it. The council looked at two options, option A with 2 posts and option B with 1 post. Cllr Kirby preferred option A visually (with 2 posts) but added that option B would be the logical choice to make strimming easier.

It was resolved to purchase the option B style from Signs Made Easy with white lettering on a green background. Proposed: Cllr Bell, Seconded: Cllr Ward, all in favour.

**18/173 Hedge Cutting on Colchester Road**

It was discussed that there is a hedge which is growing over from a farmer's field, we are to try and find out who owns the field and who is responsible for cutting the hedge.

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**18/174 Concerns raised by Cllr Ward at the July PC Meeting.**

*Cllr Ward's concerns include overdevelopment and the urbanisation of Elmstead, loss of services including a community focal point, sustainability and an unhealthy environment with the increase of traffic. Cllr Ward suggests promoting electric cars and looking for grants for charging points and asks for other suggestions to improve village life.*

Cllr Ward: has spoken to a lot of people with concerns about the village becoming a town or a suburb of Colchester. We're a rural village but that will change with more housing and loss of fields. We're losing our independence and our services which make us sustainable.

It was discussed that the PC has been mostly fighting the additional housing and losing, that we all want a village life and what can we do to rectify the problems?

Cllr Routledge referred back to the village plan the PC prepared and the events committee which was formed. It hasn't been taken further, our resources are being used elsewhere such as the new community centre committee. Cllr Routledge suggested setting up a new committee to look at the village plan, set priorities and look into funding. Cllr Ward suggested a monthly event to generate income. It was discussed that this might bring people into the village but it's not for the people of the village, we want to improve the community atmosphere.

Cllr Beard added that when he joined the PC he was keen to get the village plan in place and see more community events such as the carnival. However times have moved on, it's been hard to get people engaged and our resources are stretched. We should look at starting with a simple event such as a disco and ask the parishioners to help. Cllr Beard asked who wanted to be on a committee and organise an event but only one councillor had the capacity to volunteer with him. It was suggested that councillors have a think about it and ask the three missing councillors what their thoughts are. This is to be added to the next agenda.

**18/175 PC Parishioner Event**

Discussed in the previous item.

**18/176 Elmstead Trees**

- i) *To consider the need for a tree warden, how can the PC fill this voluntary position?*

Cllr Routledge: will put something in the September Upmarket. Mr Wadham has been helpful recently, perhaps we can ask him to come and look at our trees every 6 months? Several ideas were suggested, offering a retainer, asking our local garden centres and Cllr Ward will ask her husband. We'll see what comes of the Upmarket article and look at other options if necessary.

- ii) *To consider the need for tree maintenance, particularly with the information regarding Ash dieback received from our previous tree warden, Michael Wadham.*

It was discussed that we need to find out which trees are our responsibility and then make a plan of action, possibly with the services of a professional. It was also suggested that we should contact the owners of the Ash trees and alert them to the issue and their responsibilities.

**18/177 First World War Centenary**

*Cllr Bell is checking with the British Legion to see which option they are choosing to commemorate the centenary and whether any support is requested from the PC.*

Members of the British Legion explained that their choice is a 6 foot aluminium silhouette of a soldier which costs £750 which they would like to put on North Green. It's freestanding and will be up for a week once a year. They requested that the PC donate half of the cost. There was a discussion around the importance of remembering the lives lost and that this option is very evocative.

It was resolved to donate £375 to the Royal British Legion to purchase the silhouette subject to obtaining permission from the landowner to put it on the North Green.

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

The British Legion members let the PC know that they are intending to transfer the war memorial into the PC's ownership at some point.

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Cllr Ward said they she has a friend who does re-enactments and is willing to do one in Elmstead providing we provide a field and promote the event. This it to be added to the next agenda.

**18/178 Post Office**

*How can the part time Post Office be better publicised to encourage an increase in use to ensure the retention of the service?*

It was discussed that this facility is not being used, it has been advertised by poster but perhaps people have found other methods as the village was without a post office for so long. Cllr Triscott has told the attendees at the Marketeers about it. It was suggested that a sandwich board could be put outside FV when the post office is operating, or a sign could be put by the letterbox. Cllr Bell will go and speak to Mr Button who runs it to discuss these ideas.

**18/179 Finance**

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

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

ii) *To consider a request for a trailer for Mr Dingwall to attach to the mower.*

Cllr Kavanagh: Mr Dingwall is able to dispose of cut branches onto land adjacent to Cllr Kavanagh's residence but needs a trailer to be able to transport them there. It needs to be 4 foot x 5 foot (no wider than the mower). He has obtained estimates of £450-£500 from Butt Road mower supplies and Halfords. He has also sourced a second hand trailer for £200. It can be stored on Cllr Kavanagh's neighbour's land.

It was discussed that the mower has indicators that are not fully working. Cllr Kavanagh is to check whether a mower is legally required to have indicators. The insurance aspect was also discussed, the clerk is to check with the insurance company.

Cllr Kavanagh also raised concerns around the health and safety of the location of the equipment on the mower. Mr Dingwall would be able to put his tools into the trailer for transport rather than keep them on the mower.

It was resolved in principal to agree to the purchase of the second hand trailer for £200, subject to finding out the legal position with the indicators and the insurance. Proposed: Cllr Kavanagh, all in favour.

**18/180 Communications** *Items of interest for inclusion in our September Upmarket report in addition to the report of meeting.*

Cllr Ward suggested asking if anyone is willing to help organise events.

**18/181 Items for next agenda or for information only**

None

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

**The meeting closed at 9.37pm.**

**Date of next Parish Meeting: Thursday 20<sup>th</sup> September 2018**

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

**Minuted by Mrs. A Baxter**

**Contact: [elmsteadparish@gmail.com](mailto:elmsteadparish@gmail.com) 01206 827139**

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**Appendix 1**

Current Account to end of month	£ 9,059.57
Total Expenses unpaid at end of month	-£ 789.00
Total of expenses below (August payments - request for approval)	-£ 46.79
Balance in current account after monthly expenses	£ 8,223.78
Deposit Account to Bank Statement Ref 153	£ 37,747.16
Active Saver Account (Bluegates Donation)	£ 10,076.60
<b>Estimated Overall Closing Balance - Current and Deposit</b>	<b>£ 56,047.54</b>
<i>Income Details for July 2018:</i>	
Community Centre - donation towards chairs & tables	£ 322.63
Community Centre - 50% of 707 costs	£ 200.19
Techprotect - cashback for HP ink	£ 45.00
<b>Total income for the month</b>	<b>£ 567.82</b>
Approval is requested for the following payments:	
Community Centre Hall Hire for July x 1	£ 16.00
Ernest Doe & Sons Ltd - oil for mower	£ 7.86
Mrs A Baxter: Offices supplies £4.50, PC meeting (x2) refreshments £8.75	£ 13.25
Mr A Dingwall: black bags £3 and oil for strimmer £6.68	£ 9.68
<b>Total</b>	<b>£ 46.79</b>
Parish Council resolved to approve the above expenditure 16th August 2018 meeting item 18/179(i)	
Signed	
Examined invoices	

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