

Minutes 16th March
Elmstead Parish Council
Community Centre, School Road, Elmstead Market, CO7 7ET

Present: Councillors P Beard (Chairman), N Bell, R Fairweather, M Kirby, J Routledge, J Snowden, J Triscott and M Ward

District Councillors F Nicholls and R Heaney

Also Present: Mrs Baxter (Clerk) and 10 members of the public

Cllr Beard opened the meeting with a welcome to the public attendees.

17/045 Apologies for Absence

County Councillor Carlo Guglielmi sent his apologies, he had a conflicting meeting.

17/046 Co-opting of Councillors

Anne Smith and Bob Kavanagh have expressed an interest in joining the Parish Council.

It was resolved to co-opt Anne Smith to the Parish Council.

Proposed Cllr Routledge, Seconded Cllr Ward, all in favour.

It was resolved to co-opt Bob Kavanagh to the Parish Council.

Proposed Cllr Snowden, Seconded Cllr Ward, all in favour.

Our new councillors were welcomed to the PC.

17/047 Declaration of Pecuniary Interests and Non Pecuniary Interests

None

17/048 Approval and signing of the minutes from 16th February 2017.

It was resolved to accept the minutes from 16th February 2017 as true and accurate.

Proposed Cllr Bell, Seconded Cllr Kirby, all in favour.

17/049 To receive an update about the progress of resolutions from the last meeting of the Council on 16th February 2017.

The clerk made a verbal update.

17/050 Public Speaking

Residents of Lucerne Road spoke of their problems with a neighbour's tree – it's very large, there is a lot of pigeon mess, and as it's a sycamore their whole gardens are starting to shoot. There is also an issue with mess. They have spoken to Clive Dawson (TDC tree officer) and there is no tree protection order on the tree.

Cllr Beard advised that although the PC is sympathetic it has no powers to enforce the owner to do anything.

Cllr Heaney advised them that there are no laws that will force the owner to reduce the tree. She suggested that they write to Bernard Jenkin as their MP. TDC can take action against an untidy site. The Clerk has spoken to TDC about this, but there has been no further action or response to further communication.

The residents were asked to go into the PC office and see the clerk for an update regarding communication with TDC.

Another resident reported that there are potholes along the side of the road in Tye Road. The clerk is to report this to TDC.

17/051 County Councillor report

The clerk is to circulate the written report. (See attached)

17/052 District Councillor reports

Cllr Heaney: Regarding the proposed ward boundary changes, the new ward incorporating Elmstead will be huge and will have three district councillors.

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Cllr Nicholls: These ward proposals are out to consultation at the moment, the deadline for comments is 8th May. Tendring DC is not happy with this proposal, they preferred their original proposal – smaller wards with one councillor.
On 1st April there will be a public meeting at Great Bromley village hall which is a local community policing meeting.
Cllr Beard thanked the district councillors for the support they give us.

17/053 Market Field Summer Event

The PC have received a request to use Market Field in conjunction with a community centre booking to host a Summer Fair. The organisers will be attending the meeting to answer questions and discuss the event. They are willing to work with the PC to decide what size of event it will be and what attractions will be included.
The organisers were unable to attend so it was resolved to move to the next agenda item.
Proposed Cllr Beard, Seconded Cllr Bell, all in favour.

17/054 Planning – Charity Field, School Road (50 houses)

Mr Andrew Waters, a trustee of Winsley's charity, will attend to discuss how the section 106 commitments of this planning development might be implemented and to provide an update.

Mr Waters attended with Sareena Cobden, clerk to the trustees.
Mr Waters: the application includes the provision of a hall, who will take over the hall, who will take on and manage the open space and the allotments? What is the impact of other developments and their s106 agreements, the Charity wants to be part of the overall jigsaw. The Charity's planning consultant Mr Gittins has retired and they are looking for a new one.
The Charity is looking to sell the land with the planning permission rather than develop it themselves. It is likely there will be a revised application with land reserved for a "next phase of development". 50 houses on 15 acres is low density and more houses could be built there. The PC need to work out what it wants as it won't need more than one village hall.
Cllr Beard pointed out that there are other options and amenities that we want, but as it stands we don't definitely have a new village hall through the Church Road development. If they don't build there won't be a hall.
Mr Waters had no idea when they would start the next steps, but nothing would happen for the next 3-4 months and he suggested we have an informal meeting at a later stage.
Mr Waters talked about the 12 units of social housing, and the issues with them being sold privately in the future but suggested there is an option of setting up a housing trust to prevent that from happening.
He then confirmed that Winsley's Charity will not be developing the site, they don't know who to or what their attitude will be. They will try and implement their discussions with us into the deal but they can't make any guarantees.
A resident pointed out that the more caveats in the deal the lower the price will be, the developers will not want their hands tied.
Cllr Beard: The sec 106 agreement does not give a monetary figure for the community building, if the charity sells the land the village might get nothing. We want protection on the provision of the building.
Cllrs Nicholls and Heaney couldn't understand how a sec 106 agreement had been signed without specifying an amount.
Cllr Beard reminded Mr Waters that we want the layout of the site reversed. Mr Waters responded that we would both need to push for that with TDC planning.
Cllr Beard thanked Mr Waters for attending and Mr Waters left.

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There was a discussion about the fact that the PC is very worried to hear that the Charity is selling the development and that there is no protection for the village benefits. If the Charity wants extra houses on the site they will need to make a new planning application.

It was resolved that the PC writes to Cath Bicknell (TDC Head of Planning) and Lisa Hastings (TDC Legal Department) to ask about the sec 106 agreement not including monetary figures.

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

17/055 Planning Applications

APP/P1560/W/17/3166754 - Matapos Colchester Road Elmstead Proposed dwelling. The PC previously objected to the original application, that objection has been circulated.

It was resolved to reiterate these objections to the Planning Inspectorate.

Proposed Cllr Fairweather, Seconded Cllr Kirby, all in favour.

ESS/04/17/TEN - A120 Ardleigh Waste Transfer Station, Colchester Eastern Bypass, Ardleigh, CO7 7SL. Waste transfer station to allow additional use of the site for overnight parking of associated HGVs and trailers.

Cllrs Bell and Fairweather reviewed this application, no comments have been made to TDC.

Planning Determinations – for information only

16/01787/FUL Mr Gary Sexstone - Essex County Council Elmstead Primary School Holly Way Elmstead Colchester Essex CO7 7YQ Retrospective planning application for the replacement of 5 no. roof mounted air handling units with new units including heat exchange units. Approval – Full

17/056 St Anne & St Laurence Church

- i) *Request for contribution to the burial grounds. A representative from the Church has been invited in order to answer any questions the PC has regarding this request.*

Reverend Pauline Scott explained that any village residents can be buried in the churchyard, not just those of a religious faith. There are enough spaces for some years, and there are plans to expand.

It was asked how much the annual churchyard upkeep is, Reverend Pauline Scott will provide these figures to enable to PC to make a decision.

- ii) *Request for the provision of a notice board for the Church on the North Green in Elmstead. To discuss this in conjunction with the possibility of a PC events board also to be placed on the Green*

Reverend Pauline Scott explained that as the church is a mile up Church Road they would like a sign at the end of Church Road on the North Green.

Cllr Kavanagh proposed that the PC donate their current noticeboard on the North Green to the church and put a new PC noticeboard behind the green box which is also on the Green. There was no seconder to this proposal.

It was resolved that the Church would put their noticeboard on the Green where they have requested, and that the PC would purchase a new temporary board to use on an ad hoc basis to advertise events and display information etc.

Proposed Cllr Beard, Seconded Cllr Triscott, 9 in favour, 1 against.

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17/057 Finance

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

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

- ii) Does the PC agree to pay employee's salaries by bank transfer*

It was resolved to agree to the above.

Proposed Cllr Beard, Seconded Cllr Routledge, all in favour.

- iii) Does the PC agree to pay expenses by bank transfer where possible?*

It was resolved to agree to the above.

Proposed Cllr Beard, Seconded Cllr Fairweather, all in favour.

17/058 Market Field

- i) Market Field School have asked that in order to treat the field could it be closed for 2 weeks over the Easter School holidays? They intend to scarify the soil and possibly reseed it. This will only be done if the new fence is installed, to enable the field to be locked shut.*

It was discussed that it is a pity to close it over the school holidays when the children use it. If it's not done now, it will be too late to reseed it in summer. The field is not in great condition and the School will pay for the improvements. We need to work with Market Field School now that we have the new joint arrangement. It seems unlikely that the fencing will be up in time.

It was resolved that the PC agrees to the field being shut for 2 weeks for the work to be done, as long as the fencing is in place in time.

Proposed Cllr Beard, Seconded Cllr Kavanagh, 8 in favour, 2 against.

It was resolved that should the work not be done over the school Easter holidays that the School asks again regarding the new period of time for the field closure.

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

- ii) To review the progress of the suggested signs and wording to deter fouling on the field.*

After a general discussion and no agreement to the two suggestions for the wording for the signs Cllr Beard proposed that those Cllrs who did not agree with the suggestions provide their own alternative options. Seconded Cllr Ward, all in favour.

17/059 Streetlights

To review costings for the replacement of streetlights with LEDS, either for all of the 35w SOX lamps or for those that were not changed in the last maintenance round. To discuss what action to take when a light isn't working and needs a new lamp. To agree the letter to be sent to affected households.

We did not have the necessary costings to discuss the replacement of all the 35W SOX lamps or those that were not changed in the last maintenance round.

Cllr Fairweather: We are wasting money if we don't replace failing streetlights with LEDs as we go. I will speak to our contractor regarding quotes for the upgrade for the rest.

It was resolved that the PC will follow an LED led process regarding the ongoing replacements required.

Proposed Cllr Fairweather, Seconded Cllr Triscott, all in favour.

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17/060 Bluegates Donation

An update regarding the gateways and radar signs.

Cllr Routledge: It has been difficult to obtain permission from Essex County Council as they keep changing the information they require to make a decision. We are requesting permission for 2 village gateways at 2 entrances to the village, Colchester Road and Clacton Road. This will be a gate either side of the road. We are also requesting permission for solar powered radar speed signs on Bromley Road, Clacton Road and School Road. (School Road will be subject to costs) Cllrs Routledge and Bell have done the latest measurements requested by ECC and we will once again request approval.

The PC needs to find its own contractor to do the works, as ECC no longer do this. Cllr Fairweather said to try Ringway Jacobs as they do installations for ECC according to the Glasdon representative they met.

Cllr Routledge proposed that the PC writes to Bluegates to explain the proposal for spending their donation and explain that we are waiting for Essex Highways to give its approval. Cllr Beard Seconded, all in favour.

17/061 Village Plan

Cllr Beard to discuss the status of the village plan and to discuss next steps for the plan.

Cllr Fairweather gave an update regarding the allotments waiting list. There are 8 names left on the list.

Cllr Beard went through the list of projects on the village plan. Cllr Triscott requested that the plan be shared with the council (hard copy for Cllr Kavanagh).

17/062 Communications *Items of interest for inclusion in our May Upmarket report in addition to Cllr Routledge's report.*

There will be a TDC local plan exhibition in the community centre on 4th July.

17/063 Personnel

- i) To approve and adopt the Terms of Reference for the Personnel Committee. These are recommended for approval by the committee and include delegated powers.*

It was resolved to approve and adopt the Terms of Reference for the Personnel Committee with the following revision: p3 includes the responsibility "To have responsibility for managing staff performance appraisals." This needs to be included on the list of specific delegated powers on p2.

Proposed Cllr Routledge, Seconded Cllr Kavanagh, all in favour

- ii) To approve and adopt the Disciplinary and Grievance Policy. This is the NALC (National Association of Local Councils) standard wording.*

It was resolved to approve and adopt the Disciplinary and Grievance Policy with the following revision: to change the date to 2017 in the title.

Proposed Cllr Bell, Seconded Cllr Kavanagh, all in favour

17/064 Items for next agenda or for information only

Cllr Routledge – Speedwatch, Cllr Kavanagh - village image, refreshments and heating for PC meetings.

The emergency plan was also suggested but this can be part of the May Annual PC Meeting where the PC votes on the roles and responsibilities.

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17/065 Exclusion of press and public

To resolve that pursuant to S.1 of the Public Bodies (Admission to Meetings) Act 1960 the meeting be closed to the public and press for the following items of business.

This was no necessary as the public had already left.

17/066 Clerk's Contract & hours

To discuss and agree the clerk's contract which includes a change to the weekly hours.

It was resolved to approve the clerk's contract which includes an increase of one hour per week to contractual hours of 14 per week, with a corresponding reduction of 10 hours per month discretionary overtime to 6 hours per month discretionary overtime.

Proposed Cllr Bell, Seconded Cllr Ward, all in favour.

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

The meeting closed at 10.06pm.

Date of next Parish Meeting: Thursday 20th April 2017

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

Minuted by Mrs. A Baxter

16th March 2017

Contact: elmsteadparish@gmail.com

01206 827139

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Appendix 1

Elmstead Parish Council Finance Report

Closing Balances to 28th February 2017 are:

Current Account to Bank Statement Ref 826	£25,727.51
Total uncashed cheques	£3,087.92
Total of cheques below (March payments - request for approval)	£353.86
Balance in current account after cheques	£22,285.73
Deposit Account to Bank Statement Ref 153	£27,714.65
Active Saver Account (Bluegates Donation)	£10,057.39
Estimated Overall Closing Balance - Current and Deposit	£60,057.77

Income Details for February 2017:

Total income for February 2017	£0.00

Approval is requested for the following payments:

Elmstead Community Centre – hall hire February x 1	£16.00
Zurich – Mower Insurance	£275.32
Cllr Fairweather – Mower Indicators	£46.30
Cllr Fairweather – Office door lock	£8.79
Cllr Fairweather – Parts to go with the projector	£7.45
Total Cheques	£353.86

Report prepared by A Baxter – Clerk & RFO
 15th March 2017

ECC report March 2017

Could you or someone you know be the reason others are able to feel safe and cared for?

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Essex County Council, working with boroughs, districts and care providers, is asking residents to consider working in the care sector to help fill the high number of vacancies and improve the lives of elderly and vulnerable people.

Job fairs in Maldon, Braintree, Saffron Walden, Great Dunmow and Clacton will give job seekers the chance to meet local employers and find out about current vacancies and the rewards of caring for others. They can apply and have an informal interview on the day and learn about training, apprenticeships and one-to-one support. For details and bookings, see Essex gift of care.

The job fairs and ‘be the reason...’ message are part of The Gift of Care campaign launched last year to change the perception of working in social care and reduce the recruitment shortfall.

More than 450 vacancies are advertised each month by the county’s 1,300 care providers, and demand for care is growing as our older population increases. There are all sorts of roles: cleaners, caterers, carers, nurses, care planners, service managers and specialists like social workers and therapists.

Full time, part time and flexible roles that could fit around other commitments are available. To help employers Essex County Council is covering the costs of DBS (criminal records) checks on all new recruits employed through the campaign and funding the jobs fairs and promotion.

Councillor Dick Madden, Essex County Council’s Cabinet Member for Adults and Children, said: “Often a care worker is the only reason an elderly or vulnerable person is able to get up, go out or have a chat or a laugh each day. Care organisations and individuals are doing wonderful work but there is a skills shortage across the county.

Employers need more caring and compassionate people to join them to provide the care our elderly and vulnerable residents need.”

Gift of Care Jobs Fairs are on:

Monday, 6 March, 10am to 2pm, at Maldon District Council Offices, Princes Road, Maldon, CM9 5DL

Saturday, 11 March, 9am to 12 noon, at Braintree Town Hall, Fairfield Road, Braintree, CM7 3YG

Saturday, 18 March, 9am to 12 noon, at The Courtroom, Saffron Walden Town Hall, Market Place, Saffron Walden, CB10 1HR

Saturday 25 March, 9:30am to 12:30pm at the United Reformed Church Hall, Great Dunmow, CM6 1BH

Thursday 30 March 10am to 2pm at The Princes Theatre, Town Hall, Clacton, CO15 1SE

Results for the Essex Energy Switch are in!

Exclusive energy savings are available for even more residents as the Essex Energy Switch continues until 20 March 2017 – sign-up now for an instant quote.

Nearly 6,000 Essex residents have already registered for the scheme and will be receiving their offer, via email, from Monday 27 February.

The rate being offered is a bespoke one, lower than anything currently being offered by the Big 6, rate and First Utility – the winning supplier - would like to extend this offer further to even more Essex residents.

The Leader of ECC Cllr David Finch, who has registered for the Essex Energy Switch in previous years, is encouraging residents to take advantage of the opportunity again this year; and he urges to not forget that an individual can also get an offer on behalf of relatives, who may not have access to a computer.

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Anyone who pays for gas or electricity is eligible to receive an offer from the Essex Energy Switch and it will take less than five minutes to do so.

Don't forget, generating an offer is free and you are under no obligation to switch providers once you receive it.

After successful switches over previous years, residents and businesses in Essex have already saved over £2million on their gas and electricity bills, which averages out to well over £200 on a normal household bill.

To find out more and to receive your offer, visit: essex.gov.uk/energyswitch

Communities and charities to benefit from new County Council budget initiatives

Local communities will be able to do more for themselves and charities will benefit from a new Essex lottery scheme later this year, following announcements made by the Leader of the County Council on Budget Day last month.

Cllr David Finch said that local people were in the best position to know what could make the biggest difference in their area, and both schemes would support the principle.

The first of the two schemes, the Supporting Communities Fund, will make £1 million available to support getting new, locally-focussed services which support local communities off the ground, and also to support 'local action' with smaller amounts of money available to local groups, organisations or individuals.

Through the schemes, funding for a handyman scheme for older people might be available, local schemes to promote recycling might be supported, or community initiatives which help tackle social isolation might be backed.

The Essex Lottery would provide a funding stream for local Essex-based charities, which would be selected by an independent panel.

People buying lottery tickets online would be able to select which charitable cause they wanted to support through buying a ticket, with a prize draw being made on a weekly basis. Cash prizes from £100 up to potential five-figure sums would be available through the draw. Both schemes are due to be launched in the autumn, with more details to be available in the coming months.

Essex's County Council budget

Ambitious plans to almost double the size of Essex's economy to £60 billion were unveiled last month as Essex County Council's budget was approved by Members.

Cllr David Finch, Leader of the Council, said raising levels of qualifications and skills, improving transport infrastructure and supporting business growth were crucial to creating a prosperous and healthy county.

Full Council on Tuesday 14th February approved the budget 2017-18, including the implementation of the Government's 3% social care levy, which represents a 65 pence a week council tax increase for residents living in an average Band D property.

The Council already spend more than £1.4 million a day on adult social care and the number of people over 85 who need care is set to grow by 50 per cent in the next decade.

Over the last four years the current Conservative Administration has kept Council Tax low to support all our residents, especially those who are just about managing, but the 3% levy will raise an extra £17 million to support the most vulnerable people, and in the meanwhile the Council will still continue to lobby government for a wholesale review of the system to create a sustainable care system for future generations.

The Leader highlighted how despite the funding challenges - including a £44 million reduction in funding from Government - the budget includes spend of £1.8 billion on public

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services and a £263 million capital spending programme - the largest in the authority's history and a £39 million increase on last year.

Summary of spending:

£524 million on adult social care

£127 million on children and families

£668 million on education and lifelong learning

£233 million on highways, infrastructure and public transport

£92 million on health

Record percentage of pupils offered first preference secondary school place

A record number of children who are due to start secondary school for the first time in September have been offered their parents' top preference of school.

More than 15,000 parents in Essex discovered the outcome of their secondary school applications on 1st March; those who applied online received confirmation by email or via the Essex County Council website.

Although the county continues to grow, the council's investment in creating new school places means an all-time high of 87.58 per cent of pupils have been offered their parents' first preference of school – a 1.6 per cent increase on last year.

A further 6.78 per cent have been offered their second preference, meaning 94.36 per cent have been offered either their first or second preference.

The record statistics come with more than 90 per cent of the county's schools currently rated as good or outstanding by Ofsted and after the council allocated £315million for creating about 13,000 extra schools places as part of its ambitious new budget.

The funding will allow 5,400 new secondary school places to be created by September 2019, as well as a number of primary and special school places.

Essex County Council remains committed to ensuring young people in Essex receive the best possible education with not only more than nine in ten pupils now attending good or outstanding schools in Essex, but an increasing number are also being offered a place at a school their parents want.

This achievement is testimony to the strong track record of investing in new school places, as well as the hard work of admissions staff, schools and those involved in planning expansions and school improvement.

The new secondary school places being created for this September include places at Joyce Frankland Academy, Newport, The Stanway School, Colchester, and Philip Morant School, Colchester.

Improved website makes it easier to tell us about highway problems

Residents wanting to report an issue on the county's roads can now do it quicker and easier thanks to improvements to Essex County Council's highways website.

Potholes, broken pavements, faulty streetlights and highways flooding are just a sample selection of issues easily reportable at the click of a button.

The newly improved www.essex.gov.uk/highways website offers users a chance to clearly pinpoint on an interactive map where the issue has occurred.

It also allows residents to check a highways query previously reported by them or others across the county.

The Council has taken on board feedback from users to improve the current website and help make it as easy as possible for residents to report a highway issue.

This tool allows the Council to know exactly where a problem is and immediately pass it onto the relevant officers on the ground.

This will also help to locate and deal with urgent issues quicker.

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ECC is also committed to transforming Essex into a digital leader which uses technology to make residents' lives easier and will be very much in line with the forthcoming Digital Strategy.

Other advantages of the improved website include easy access to live traffic and travel updates; major scheme updates; gritting routes; and bus information.

Residents urged to register to vote ahead of council elections

Voters in Essex have just one month to make sure they are registered to vote in May's county council elections.

Essex County Council is reminding residents to check they are eligible to vote on 4 May as part of the Electoral Commission's nationwide On Your Doorstep campaign.

Residents are being warned that they could lose their right to vote if they miss the 13 April registration deadline.

Joanna Boaler, Head of Democratic Services, said: "Time is running out to register to vote, so I would urge everyone in Essex to act now to ensure they are eligible to have their say on 4 May.

"It's very easy to register and only takes five minutes online. But if you miss the 13 April deadline you will miss out on your chance to vote."

Research shows that young people, students and recent home movers are less likely to be registered to vote, especially if the move has happened recently.

To apply to register to vote, visit www.gov.uk/register-to-vote before Thursday 13 April.

Signature

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