

Minutes 18th October 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, Jean Routledge and Martine Ward

Absent: Councillors Jane Triscott and Solma Ahmed

District Councillors Fred Nicholls and Rosemary Heaney

Also Present: Mrs Baxter (Clerk) and 11 members of the public

18/205 Chairman's welcome

Cllr Beard welcomed everyone and thanked the councillors for all the work being done outside the meetings and our District and County Councillors for their advice and support. Thanks were also expressed for the great work our handyman, Mr Dingwall, has been doing and to the clerk.

18/206 Apologies for Absence

Apologies were received from Cllr Triscott.

18/207 Declaration of Pecuniary Interests and Non Pecuniary Interests

None

18/208 Approval and signing of the minutes from 20th September 2018.

It was resolved to accept the minutes from 20th September 2018 as true and accurate.

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

18/209 To receive an update about the progress of resolutions from the last meeting of the Council on 20th September 2018 not covered in this agenda.

The clerk gave a verbal update. Regarding the VAS, they have been installed but the one on Clacton Road is not working and the Tendring Rangers are looking into it.

18/210 Public Speaking

Residents from Alresford Road reported that there had been a traffic monitor there last week. Can they get the results of the speed survey? They have got a problem with the verges again, they need cutting back. People are now having to walk on the road. The clerk will ask Cllr Guglielmi if the verges can be cut again and what happens with the survey results. They also reported that Wivenhoe Town Council are not cleaning the bus shelter.

Cllr Ward introduced her friend Mike who does re-enactment attendances. Mike explained that he has displays that are an add-on to another event, he does not organise a whole event. Cllr Beard explained that the council is trying to bring events back to the village and may have an event that ends on the green, with stalls for village clubs to advertise and make money from cakes, tombola etc. Mike's display could be part of this and we will get his contact details from Cllr Ward.

18/211 County Councillor report

Report not received.

18/212 District Councillor reports.

Cllr Heaney: Luckings Lane, Frating is closed where they are making a reservoir. Clacton Hospital is moving community hospital beds to Harwich Hospital as it needs a refurbishment and Harwich is 40% unused. TDC are achieving a housing target of 550/year. The Government are no longer letting developers build 9 and then 9 more houses to avoid a sec 106 charge. (10 houses minimum). Cllr Heaney has sent an e-mail to us about Queen's Commonwealth Canopy Trees, if we want one we need to act soon. Cllr Heaney asked if the kerbstone outside the primary school has been fixed. If not let her know. She did try very hard to get something done about it.

Cllr Nicholls: The roundabout on the A120 is expected to be completed early next year. Regarding the 20mph speed limit outside schools campaign there are banners to be put

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outside schools. This is for all schools who have agreed to take part. The matter will be further discussed at the next LHP meeting on 25th October.

The double yellow lines for Bromley Road request has been considered and approved at a NEPP meeting. The double yellow lines along School Road will be considered at a different meeting. Cllr Nicholls has been campaigning for a 30mph speed limit in all villages and will bring it up at the next LHP meeting. He has good support from members and is working on the officers.

A resident asked about the environmental problems with farmers' trailers. This has been referred to the environmental department who will tell the farmer to sheet his loads.

18/213 Planning

i) A report from the Planning Committee meeting of 11th October 2018.

Cllr Routledge: The committee discussed an application for 42 Colchester Road. They were happy with the large extension as it is in keeping with the village. However the car port is in front of the house, takes up most of the garden, is substantial and tall and not in keeping. The committee objected to the car port suggesting that it be replaced with hard standing which lines up with the building line of the adjacent properties. There are no car ports in prominent positions in front of houses along the main road.

Cllr Beard: The application for 90 houses on Bromley Road which was withdrawn is possibly back on the table again. The developer is to be invited to the November PC meeting.

ii) A change to the Planning Committee terms of reference.

Cllr Routledge: Planning applications are being dealt with by the planning committee, as PC meetings were too long when they were part of them. The committee has full delegated powers to respond. This is a slight amendment. (To allow an application to be referred back to the PC meeting if requested.) There was a discussion about whether other councillors could attend the planning committee meetings, but these are often called the week before and they may not be available. Also, they would not have voting rights. It was discussed that with regards to the Charity Field and Church Road development the planning will be of interest to the PC and the New Community Centre Committee, and with this overlap may be better dealt with at a PC meeting. It is not the case that every major development will be referred to the PC, these can be dealt with by the committee as was the case for the 90 houses on Bromley Road. This also gives flexibility if the planning committee meeting is not quorate or if there is a deadline for comments that cannot be met by the committee.

It was resolved to agree to add the following sentence to the Planning Committee terms of reference. Proposed: Cllr Beard, Seconded: Cllr Ward, 5 in favour, 1 abstention.

"An application may be referred to full council for consideration if decided by the planning committee or if requested by a member of the full council."

iii) An update on the Church Road and Charity Field developments.

Please see item 18/214

18/214 New Community Centre Committee

Cllr Beard: There was no NCCC meeting last month due to holidays. We have been advised by Mr Pomery (Newells developers) that they will be making a new planning application for Church Road which is very different to the original approved application for 20 houses, a community centre etc. He argued that they paid more for the land than the previous developer and that house prices have dropped, so they are not able to provide as much for community benefit. The new plans do not include a community centre or a football pitch, but will include a sum of £400,000 towards the build of a community centre elsewhere. The Council took advice from Mr Gary Guiver (TDC Planning) about the new planning application for Church Road. Gary advised us we should be looking at a minimum gain of the original offering to the village of the £400k towards the community centre, the £35k for allotments and the £90k for the football pitch.

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The original applications was a “tilted balance” application where the community benefits tilted it in favour of approval. As a result of that the land is now in the village envelope and the Local Plan.

Mr Pomery and Mr Newell were thanked for the £400k but told that the other changes are issues for the PC. They said that they expect the PC will not be in favour of the new application, and that TDC won’t approve it, but they plan to appeal and do expect the Planning Inspectorate to allow the appeal.

It was pointed out that the Planning Inspector can turn the appeal down if the developer does not consult the community.

Regarding the sale of Charity Field they have exchanged contracts. Mr Nigel Tedder (Go Homes) advised they will submit a reserved matters application before the end of October. If this is agreed they aim to start building in May/June 2019. They should complete contracts in January/February 2019. They are happy to build the community centre, although would also be happy not to. The plan is still for 50 houses but they have not reversed the layout to put the houses at the southern end. Mr Fairweather has spoken to Susanne Ennos who says that reversing the layout wouldn’t be in keeping. Mr Guiver has said in the past that he was happy with the reversal.

Go Homes has a plan for the village hall they could provide for the £400k they are committing. It was discussed that with allotments at the Church Road site we could lose the allotments on this site and make more room for the football pitch. We need to be careful with the position of floodlights so they don’t impact the adjacent households. There are no bungalows on the application.

Mr Tedder did say that 2 houses are still unsold on Clacton Road and that house prices have fallen 10%.

The reserved matters application can be amended. Mr Tedder is willing to get a drawing done for us and estimates that the old Knights plan would cost approximately £1 million.

18/215 Health & Safety

Cllr Gray has provided a risk assessment for ride on mowers for discussion and adoption.

Cllr Gray: The PC as an employer and organisation needs a health and safety policy. It’s a misconception that if you have less than 5 employees you don’t need a policy, you still need one but it does not have to be written. If you have 5 or more employees then you must have a written policy. Cllr Gray will work on a H&S policy but as he doesn’t know about local authorities he is seeking advice from Joy Darby (EALC) who has sent him some documents. We also need risk assessments to ensure employees know what they should and shouldn’t do. Cllr Gray explained the risk assessment for the ride on mower but this will be added to the next agenda for approval.

Cllr Gray pointed out that the fire extinguishers and fire exits are being blocked in the large hall by various groups. Although the community centre committee run the bookings we are lawfully responsible. It was discussed that if we are aware of any issues we will report them to the committee to action. The committee has a health and safety agenda item every meeting.

18/216 Neighbourhood Plan

To consider looking into a neighbourhood plan for Elmstead.

Cllr Beard: The PC considered this a while ago, it’s lots of work. Having one does make applying for funding and fighting planning applications easier. Alresford PC are currently doing a NHP. We don’t have anyone able to commit the time to a NHP. The clerk explained that Alresford have paid someone to manage the process for them, and paid RCCE to do and process surveys for them. We as a PC do not have the expertise, time or inclination to do it ourselves. We could have a meeting with the Alresford person, who has already been through the process and find out more. Cllr Ward said she can get some information from Catherine Boyer-Besant. The clerk is to get more information from Alresford PC.

18/217 PC Parishioner Event

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Potential ideas suggested are a disco, a fun run or a family treasure hunt. To discuss feedback from parishioners.

After getting feedback, it was felt that teenagers don't go to discos and a fun run would need too many volunteers as marshalls. For a family treasure hunt families would follow clues around the village. There could be a central point on the green with local clubs invited to man stalls with possibly food and drink options. The weather will not be good for a while so we'll look to do this next spring

18/218 Elmstead Trees

i) To discuss ideas for a tree warden voluntary role job description.

Cllr Routledge: A resident approached Cllr Routledge who might be interested in the role of tree warden. It will still be a good idea to have a professional survey once a year to keep an eye on the Ash dieback and any other problem trees.

We need someone to go around the trees on land the PC is responsible for 2-3 times a year when the trees are in leaf to let us know if there are any problems. We can then get a professional involved. It was suggested that we ask the Great Bromley tree warden what they do. The interested resident's husband is a qualified arboriculturalist who can help but doesn't have enough time to take on the tree warden role.

ii) Any further information regarding a tree survey?

Discussed above.

18/219 Elmstead in Bloom

Elmstead in Bloom will be closing down and ceasing its activities in the village. To discuss which activities the PC will take on the responsibility for and what the options are. Does the PC wish to form a committee to explore these questions?

Mr Wright (EIB) explained that he has spoken to Deans who have agreed to plant up the planters twice a year, including the tower on Bromley Road at a cost of about £900-£1,000/year. EIB will keep their bank account to pay Deans and should be able to cover the costs for 2 years. It will cost about £900-£1,000 per year. The PC would need to maintain the plantings and arrange for watering, weeding and pruning. Mr Wright estimated that it would take someone an hour a week, and it was felt that we should ask the handyman if he is willing to add this work to his contract.

It was resolved that starting March 2019, and for an initial period through to May 2019, the PC would provide the necessary maintenance for the planting that Deans will be doing.

Proposed: Cllr Beard, all in favour. The clerk is to speak to Mr Dingwall.

There was a discussion around the other various areas in the village that EIB covers and who is currently doing the work.

Cllr Ward will ask the scouts if they would like to help. It was suggested that we could ask businesses for sponsorship.

Cllr Beard thanked Elmstead in Bloom for all their efforts, it has been much appreciated by the village.

18/220 Elmstead Playing Field

Market Field School has requested the overnight use of the field next summer (probably June) to provide a "camping opportunity" for their younger pupils. The field would need to be closed to the general public.

It was resolved to agree to the above request. Proposed: Cllr Beard, Seconded: Cllr Gray, all in favour.

18/221 South Green Tracks

A discussion regarding the state of the tracks.

Cllr Routledge is concerned about the state of the tracks and asked what we could do as a council to get remedial action taken. Mr Fairweather reported that the tracks outside the houses will be fixed in the next few weeks, weather permitting. It was resolved that Cllr Gray would speak to Mr R Vaughan (FV Conservatories) and Cllr Ward to the British Legion (Mr

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Pools) about the area outside the businesses. Proposed: Cllr Beard, Seconded: Cllr Bell, all in favour.

18/222 Post Office

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

Cllr Bell is due to see them on Monday and will let the clerk know.

18/223 Finance

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

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

18/224 Communications *Items of interest for inclusion in our December Upmarket report in addition to the report of meeting.*

Cllr Beard: A thank you to Elmstead in Bloom.

18/225 Items for next agenda or for information only

Cllr Beard is meeting Jennifer Gudka from Essex Highways about Finch's Lane.

We have ordered 3 wooden seats with the open spaces section 106 money. Cllrs are to think about what we can do with them or where we can store them for the time being. Should we put memorial plaques on to them, and who for?

Cllr Gray contacted the British Legion as he thought it would be nice to take the silhouette soldier to the next Marketeers meeting but it is being installed on the green on the 4th November.

Go-Homes provided Cllr Beard with a confirmation statement this could go to the PC or in Upmarket.

Cllr Routledge will be away for the next meeting.

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

The meeting closed at 9.51pm.

Date of next Parish Meeting: Thursday 15th November 2018

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

Minuted by Mrs. A Baxter

Contact: elmsteadparish@gmail.com 01206 827139

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Elmstead Parish Council Finance Report	
<i>Closing Balances to 30th September 2018 are:</i>	
Current Account to end of month	£ 5,559.14
Total Expenses unpaid at end of month	£ 2,318.30
Total of expenses below (September payments - request for approval)	-£ 1,256.40
Balance in current account after monthly expenses	£ 6,621.04
Business Premium Account	£ 37,763.46
Active Saver Account	£ 10,076.60
Estimated Overall Closing Balance - Current and Deposit	£ 54,461.10
<i>Income Details for September 2018:</i>	
Business Premium Interest	£ 16.30
Total income for the month	£ 16.30
Approval is requested for the following payments:	
Community Centre Hall Hire for September x 2	£ 32.00
Upsons - Call out and repair faulty wiring in multiplug, mower	£ 118.20
Mr BM Jennings - Grass cutting at Dene Park 1 x August & 1 x September	£ 126.00
Expenditure already approved, for information:	
Signs Made Easy - "No parking on the Green" for Lucerne Green - approved by resolution 18/172	£ 115.20
Royal British Legion donation towards cost of Centenary Soldier Silhouette - approve by resolution 18/177	£ 375.00
Expenditure already paid:	
PKF Littlejohn LLP Audit of Annual Governance and Accountability Return y/e 31 March 2018. Paid 26/09/18, agreed by the clerk in conjunction with the Chairman of Council (Financial Regulation 4.1)	£ 240.00
Mr R Kavanagh - Trailer £200 and custom make and fit tow ball and bar to mower £50. Approved by resolutions 18/179(ii) and 18/201(ii). Paid 26/09/18	£ 250.00
Total	£ 1,256.40
Parish Council resolved to approve the above expenditure 18th October 2018 meeting item 18/223	
Signed	
Examined invoices	

Signature

Date