

**Minutes 20<sup>th</sup> September 2018**  
**Meeting of Elmstead Parish Council**  
**Community Centre, School Road, Elmstead Market, CO7 7ET**

Present: Councillors Paul Beard (Chair), Solma Ahmed, Nick Bell, John Gray, Mike Kirby, Jean Routledge, Jane Triscott and Martine Ward  
District Councillor Fred Nicholls  
County Councillor Carlo Guglielmi  
Also Present: Mrs Baxter (Clerk) and 3 members of the public.

**18/182 Chairman's welcome**

Cllr Beard thanked the other councillors for their efforts outside the PC meetings, our District Councillors Fred Nicholls and Rosemary Heaney and our County Councillor Carlo Guglielmi for coming to this meeting to talk about the crossing for Colchester Road. He also welcomed the public and thanked the clerk and handyman for their work.

**18/183 Apologies for Absence**

District Cllr Heaney sent her apologies.

**18/184 Councillor resignation**

Cllr Beard reported that Cllr Kavanagh has resigned and that it's sad to lose him, he was an asset to the council and he will be missed. It was added that he made a valuable contribution and the door will be left open for him. It was resolved to buy a thank you gift of a bottle of wine. Proposed: Cllr Bell, Seconded Cllr Ward.

**18/185 Declaration of Pecuniary Interests and Non Pecuniary Interests**

None

**18/186 Approval and signing of the minutes from 16<sup>th</sup> August 2018.**

It was resolved to accept the minutes from 16<sup>th</sup> August 2018 as true and accurate.  
Proposed: Cllr Routledge, Seconded: Cllr Kirby, all in favour.

**18/187 To receive an update about the progress of resolutions from the last meeting of the Council on 16<sup>th</sup> August 2018 not covered in this agenda.**

Cllr Routledge reported that there was delay with the installation of the VAS as they couldn't work out how to fix them to the poles. That is now sorted and they should be installed this week along with the gates at the Colchester end of the village.  
The clerk is chasing Essex Highways every month about the rubble on the Clacton Road verge but has not heard back. The overgrown hedge on Clacton Road will be cut back by the landowner.

**18/188 Public Speaking**

A resident reported that she is very pleased with the bus service, but could we contact the service providers as different buses come at the same times. Cllr Routledge replied that it is up to the bus companies, it's not something we can do anything about.  
A resident also felt that our handyman is doing a brilliant job of litter picking the village but it's a shame that the pavements are getting stained by the contents of bin bags left out. This will be added to the PC report in Upmarket.  
A resident asked if we could join forces with other local councils to do something about the traffic on Clingoe Hill. Could the road layout be looked at? This is covered under the next agenda item.

**18/189 County Councillor report**

Cllr Guglielmi: Proceedings had stalled on the garden community development as Colchester Borough Council had a deadlock within their ranks. They have now had a change of leadership and administration and are back on board. The Board has now agreed to proceed with the work the Planning Inspectorate required before part 1 of the Local Plan can be agreed. The infrastructure will be built first including the link road from the A133 to the A120 which should alleviate the problems at Clingoe Hill.

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There was a discussion around how long that could take, and could something be done sooner to help with the traffic problems.

Cllr Kirby raised that a few years ago the University asked ECC for help maintaining Boundary Road, which at the time was open for public traffic to use. ECC refused so they now refuse access. If we could get an agreement with ECC to help with the resurfacing of the road so that it can once again be used this would alleviate the pressure on the A133.

Cllr Guglielmi was happy to put this idea forward but felt that with the bureaucracy the scheme would take longer than the 1-2 years for the link road.

There was a discussion around whether the link road would alleviate the traffic issue and whether a tram idea that has been in the press could be possible. Cllr Guglielmi responded that it was part of the response to the Planning Inspectorate who asked for information on public transport. He will keep us updated as the idea progresses.

A resident asked Cllr Guglielmi if, in the meantime, he can speak to ECC about getting the roundabouts redesigned. He replied that he will ask the question but it's unlikely before the garden community gets off the ground as there will be a major redesign then.

Regarding the issues with the pavements around Alfells Cllr Guglielmi has tried twice with Essex Highways to get something done with no success and so will be taking it to Cllr Bentley's surgery.

For the Colchester Road crossing Cllr Guglielmi advised that if we wish to get something other than a zebra crossing it will cost in the region of £110,000-£150,000. We have £70,000 earmarked in a section 106 agreement, he could look at other section 106 agreements to see if there are any other funds available which could be rerouted to this crossing. Alternatively we can make an application to the Local Highways Panel. The PC is to decide and let Cllr Guglielmi know in the next few days. The next LHP meeting is 25<sup>th</sup> October at Weeley. The LHP is going to be overhauled to give more power to PCs and provide match funded schemes. Projects will be delivered by direct delivery teams.

**18/190 District Councillor reports**

Cllr Nicholls: The Clacton air show was a great success with over a quarter of a million attendees.

There is an enforcement order on a house in Holly Way, if the owner does not clear the garden TDC will and will send an invoice. If it's not paid the owner will be taken to court. The diversion route for the works on the A120 is a nightmare, he and Cllr Guglielmi are chasing this up.

Clacton Pier will be holding a Winter Wonderland.

The request for double yellow lines on Bromley Road and School Road will be discussed at a December meeting. Cllr Nicholls can't go but Ian Taylor (TDC) will put our case forward.

**18/191 Re-enactment event in Elmstead**

*Cllr Ward has invited a friend to attend and tell the PC about the re-enactment events he is involved in with a view to arranging one for Elmstead.*

Unfortunately Cllr Ward's friend was unable to attend so the item was held over.

**18/192 Planning Committee**

*A report from the Planning Committee meeting of 13<sup>th</sup> September 2018.*

Cllr Routledge reported regarding the following application: 18/01307/DETAIL Land to The East of Tye Road Elmstead. Reserved matters application for 32 dwellings, land for a community facility and associated parking and infrastructure.

The planning committee heard from the adjacent landowner that there will be no access from this site to his, so the access road suggested in the site plan will not be viable. This was relayed to Mr Hills who insists he will be able to get the link as Essex Highways are in support. He also said that if he can't get the access then the land for the community facility would not be available as local people would not take the long route to get there. There is nothing in the planning documents regarding this land. We have put in our response to TDC to say that as there is to be no access to the adjacent site the development will need to be

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redesigned. We are objecting to the parking as some is separate from the housing which can cause parking issues and anti-social behaviour. We have also emphasised the need for the footpath along Tye Road being installed subject to the planning conditions.  
An application for 1 house on Clacton Road has been refused (plot 11). The application for 90 houses on Bromley Road has been withdrawn.

**18/193 New Community Centre Committee**

*A report from the committee meeting of 6<sup>th</sup> September 2018.*

Cllr Beard: The Charity Field sale is going through and Nigel Tedder is engaging with us. He will come to a future meeting. We've had a complaint about damage to trees on the site but these are to be removed for purposes of the entrance. The Church Road site will have a new planning application made soon. There is a meeting with Gary Guiver tomorrow to talk about this new application and a meeting next week with Newell Homes and Robert Pomery, the Church Road developers.

There was a discussion around when we would get some legal assistance, but as there are still a lot of unknowns at the moment this will be further down the line. At some point there will be a public meeting but not until we have something concrete, at the moment we don't have anything and all that has been agreed is a preferred location.

Cllr Gray explained changes that have been made to the community centre layout plan. The dotted lines on the plan indicate that there may be access to the large hall from the changing rooms. The separate disabled toilet was discussed as it was felt that it would not be large enough for wheelchair access.

Cllr Beard thanked Cllr Gray for the great job in putting it together. At some point the plan will go to the developer for someone to look at it and advise us about it. It's a draft plan at this stage. The other subcommittee is continuing to provide feedback and it should be noted that the subcommittees are doing a lot of work behind the scenes, so thank you.

**18/194 Post Office**

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

Held over as Cllr Bell has not had the chance to speak to them yet.

**18/195 Colchester Road Crossing**

*An update and to discuss: If the type of crossing needed to be safe at this location is more than the £70,000 in the sec 106 agreement what can be done in advance of the development going ahead to secure the additional funding required?*

It was resolved that a pedestrian controlled lights crossing is necessary for this crossing because the speed of traffic coming into the village would make it dangerous to have a zebra crossing at this location, particularly for the elderly or infirm. Proposed: Cllr Kirby, all in favour.

It was resolved to make an application to the Local Highways Panel for the additional funding required and ask Cllrs Guglielmi and Nicholls for their endorsement. Proposed: Cllr Beard, Seconded: Cllr Ahmed, all in favour.

We are also to follow up on Cllr Guglielmi's suggestion of finding out if any s106 funds are available to be rerouted to this project.

**18/196 PCSO**

*To discuss further information.*

The clerk shared information regarding the costs of a PCSO, and feedback from other PCs. It was discussed as to why we'd pay for a PCSO, possibly people would pay extra on their council tax bill to have the police presence in the village.

Cllr Nicholls suggested that we should look to employ a special constable (volunteer) from the village instead. They are sworn in and have the same powers as a police officer. They would be based in Elmstead and we'd have to pay their expenses only. They would be operational to the police and allocated to Elmstead. It would rely on being able to get a

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volunteer though. There was a discussion around whether PCSOs have any powers. It was discussed that as Alresford has issues around the train station it is no surprise that they have a PCSO but why would they have one if they have no powers.

Cllr Ahmed left the meeting.

It was resolved to invite the chairman of Alresford PC to the next finance committee meeting to talk about having a PCSO and for the clerk to ask Cllr Guglielmi if Manningtree, Lawford or Mistley has a special constable. Proposed: Cllr Beard, Seconded: Cllr Routledge, 6 in favour, 1 abstention.

**18/197 PC Parishioner Event**

*Potential ideas suggested are a disco, a fun run or a family treasure hunt. To discuss other ideas and how to enlist any necessary help from parishioners.*

It was resolved to ask if people are interested in helping with an event in Upmarket and on the PC facebook page. Proposed: Cllr Bell, Seconded: Cllr Ward, all in favour.

Cllr Nicholls left the meeting.

**18/198 Elmstead Trees**

- i) To follow up on the tree warden position and how to find someone for the post.*
- ii) To follow up on the trees identified previously as Ash trees which may potentially succumb to Ash dieback.*
- iii) Orchards Project*
- iv) TDC Tree Planting Grant Scheme*

The clerk shared the advice received from Clive Dawson, TDC tree officer that the council's primary concern regarding ash trees should be those situated on council land or those potentially affecting users of our land. There was a discussion around PC land and responsibilities. Our handyman offers the practical side of tree care as he has his chainsaw certificate. In terms of risk he can identify and deal with low level issues, we'd need a contractor for higher level problems and we need to look into an annual tree audit. We are to look into who can do that annual survey for us.

Regarding the Orchards project, Cllr Triscott is involved with a local history group who can look into the historical aspect.

**18/199 New arrivals pamphlet**

*Does the PC wish to produce a pamphlet or letter to new residents in the village? It could give people information about the various village clubs and organisations to encourage more participation. It could also provide information about the PC to try and engage with new parishioners. Other ideas?*

The clerk will put something together to review at the next meeting.

**18/200 Data Protection Policy**

*To approve the council's data protection policy*

Held over

**18/201 Finance**

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

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

- ii) The trailer for Mr Dingwall (to attach to the mower) requires a tow bar. Mr Kavanagh has offered to make one for the cost of £50.*

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Cllr Beard: The trailer has been purchased but the mower needs a tow bar. It would cost around £150 to do this, but Mr Kavanagh has offered to do it for £50. It was resolved to accept Mr Kavanagh's offer.

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

**18/202 Mower**

*Information on the legal and health and safety requirements for the mower use.*

Cllr Gray: Has spoken to Tim Sutton, the transport manager for TDC to ask about their mower policy. Their mowers must comply with traffic regulations regarding lights and indicators before they are allowed on the road. When using a mower the anti-roll bar must be up at all times with the only exception being if there is an obstruction the mower can't physically get under. The driver must wear a seatbelt. Cllr Gray's advice is that we follow the same policy. The clerk was asked to check if the insurance policy covers public road use. Cllr Gray was asked if the TDC policy is a legal requirement or a TDC requirement. He will check. Cllr Beard had spoken to Mr Fairweather who said that at the time of purchase Upsons told us that we did not need lights.

Cllr Gray is to get a risk assessment from TDC and send it to the clerk.

**18/203 Communications** *Items of interest for inclusion in our November Upmarket report in addition to the report of meeting.*

Cllr Bell has spoken to a parishioner about their concern that the parking on both side of the road on the bend in Lucerne Road would mean a fire engine would struggle to get through. Something will be added to the Upmarket article.

**18/204 Items for next agenda or for information only**

Cllr Gray reported that his wife attends the keep fit class on a Tuesday afternoon and whoever uses the hall before is stacking the chairs too high. The clerk will speak to the group.

Cllr Routledge reported that Elmstead In Bloom will be closing down, they will do the autumn planting but not the spring. This is for the PC agenda next month. Some members may stay on in an advisory capacity. Also she has spoken to a disabled lady who uses an electric wheelchair who is having difficulty either getting across the south green tracks or crossing the road to use the pavement on the north side of Colchester Road. The frontagers of the track have an association and we hear that they will be doing some remedial work.

Cllr Routledge also reported that yesterday was Edward day, a day about reducing road deaths. The speedwatch team were out for 2 and a half hours and caught 21 people speeding in 1 hour on Clacton Road.

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

**The meeting closed at 10.10pm.**

**Date of next Parish Meeting: Thursday 18<sup>th</sup> October 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**

<i>Closing Balances to 31st August 2018 are:</i>	
Current Account to end of month	£ 8,645.83
Total Expenses unpaid at end of month	-£ 600.00
Total of expenses below (August payments - request for approval)	-£ 622.00
Balance in current account after monthly expenses	£ 7,423.83
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>£55,247.59</b>
<i>Income Details for August 2018:</i>	
<b>Total income for the month</b>	<b>£ -</b>
Approval is requested for the following payments:	
Community Centre Hall Hire for August x 2	£ 32.00
Ernest Doe & Sons Ltd - 2 x spark plugs & oil for strimmer, handsaw	£ 30.01
Mrs A Baxter: Norton subscription 2 years	£ 79.99
Lambert Smith Hampton - rent in advance 19/9/18-24/3/19	£ 450.00
Mrs R Valentine - attendance fee for Mrs Valentine and Mrs Brock at Peldon Village Hall community centre event on behalf of the new community centre committee	£ 30.00
<b>Total</b>	<b>£ 622.00</b>
Parish Council resolved to approve the above expenditure 20th September 2018 meeting item 18/201(i)	
Signed	
Examined invoices	

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