

Minutes 21st September 2017
Meeting of Elmstead Parish Council
Community Centre, School Road, Elmstead Market, CO7 7ET

Present: Councillors Paul Beard (Chairman) late arrival, Solma Ahmed, Nick Bell, Ron Fairweather, Bob Kavanagh, Mike Kirby, Jean Routledge, Jane Triscott and Martine Ward
Also Present: Mrs Baxter (Clerk), District Councillor Fred Nicholls late arrival and 3 members of the public

Cllr Routledge (vice-chair) chaired the meeting as our chairman was unable to attend the start of the meeting.

17/179 Apologies for Absence

District Councillor Heaney, Cllr Julie Snowden, and Cllr Beard sent his apologies for missing the start of the meeting. Cllr Nicholls apologised for arriving late when he arrived as he came straight from another meeting.

17/180 Declaration of Pecuniary Interests and Non Pecuniary Interests

None

17/181 Approval and signing of the minutes from 17th August 2017.

It was resolved to accept the minutes from 17th August 2017 as true and accurate.
Proposed Cllr Triscott, Seconded: Cllr Ward, all in favour.

17/182 To receive an update about the progress of resolutions from the last meeting of the Council on 17th August 2017.

The clerk made a verbal update.

Cllr Kavanagh updated the PC: He has spoken to Go Homes about the name "Elmstead Green" that has been given to the development on Clacton Road. He has been told that this is for advertising purposes only, once the council adopt the new road it will be called "Winterbourne Gardens."

Charles Gooch has made the application to remove the telephone box from the Green. He has to give 3 months' notice and it can take up to 6 months to remove it.

He has not had time to take photos of the pavement between Clacton Road car park and Budgens.

He has received a request to put a dog bin on Bromley Road by the access to PROW 13 that starts on Bromley Road.

Cllr Fairweather updated the PC that the defibrillator has not been installed in Budgens yet.

17/183 Public Speaking

A member of public requested that the Elmstead Green development being called Winterbourne Gardens be put in Upmarket as she knows many people who are not happy about it being called Elmstead Green.

17/184 County Councillor report

Not present.

17/185 District Councillor reports.

Cllr Nicholls: Work has started on the new roundabout on the A120 at the Harwich Road junction. Our access on to the A120 will remain available, although there although there will be traffic disruption and there may be a contraflow. Any trees cleared will be replaced.

The number of planning applications has slowed down. The Planning Inspectorate are refusing more. Reaching the 5 year housing supply has made a difference and the Local Plan is close to completion. It should be with the Planning Inspectorate for approval in the next 2-3 months.

Lack of policing in villages has been a big issue Cllr Nicholls is pursuing.

Darren Deex is the new Community Police Inspector. Russ Cole has left his role of District Commander and they are waiting for his replacement.

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TDC was pleased with the Clacton air show and the residents Great Bromley and Frinton could view a flyover of the red arrows to commemorate the centenary of Leonard Cheshire's birth (the founder of the Leonard Cheshire Disability charity).

17/186 Planning

i) To hear a report from the Planning Committee regarding planning discussed at the Committee Meeting of 14th September 2017.

Cllr Fairweather gave a verbal report, please refer to the attached Planning Committee Minutes.

Cllr Beard asked Cllr Nicholls about appeals by hearing with reference to the School Road appeal hearing. Cllr Nicholls reported that in a recent hearing the Planning Inspectorate agreed with the developer that TDC did not have their 5 year housing supply. TDC planning has engaged a barrister to appeal the decision. Cllr Nicholls advised speaking to the licensee of the Old Court pub as he has experience with appeal hearings.

ii) To agree the amended terms of reference for the Planning Committee.

It was resolved to agree the amended terms of reference.

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

iii) To hear any update regarding the following developments: Church Road, Charity Field and Meadow Close.

Church Road: There have been a few delays, but we are told the sale is very close to completing.

Charity Field: They are taking professional advice on several matters and hope to be able to update us before the next meeting.

Church Road: Nothing to report but negotiations are continuing.

17/187 Finance

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 Triscott, Seconded: Cllr Ahmed, all in favour.

17/188 Weight Limits for School Road and Tye Road

To consider whether to apply for a traffic restriction order to request a maximum weight limit for vehicles using School Road and Tye Road.

Cllr Nicholls advised that the PC write to Cllr Ian Grundy (ECC Cabinet Member for Highways) to explain what we want and ask him for advice. The majority of limits are 7.5 tonnes. Cllr Nicholls doesn't think you have to pay for the application. Cllr Fairweather said that when he spoke to a Highways man about it he was told it can take 1-2 years to get the limit put in and the best way to get the limit for School Road is to get it as part of the planning conditions for the quarry at Sunnymead Farm. Cllr Nicholls advised that the PC could contact Ewan Green at TDC who is Cath Bicknell's boss (if it is going to be a planning matter).

Regarding the Tye Road, if there was a limit it would be except for access, so that the lorries going to Allens Farm and the reservoir would be allowed access.

It was resolved to write to Cllr Grundy to ask for his advice as to what we should do to obtain the weight limits. All in favour.

17/189 Post Office

An update on the temporary closure of the Post Office and to discuss any further actions.

It was resolved to write to Donna Gilhooly, Group Chief Executive Correspondence manager of the Post Office to explain that we have been passed a letter she wrote to Bernard Jenkin MP and to ask, can the current Postmaster continue to provide a

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minimal service as he does not finish until February 2018. Also to explain that the post offices referred to as alternatives in her letter are not accessible by public transport and that this service is vital for those residents of Elmstead who do not have their own means of transport.

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

17/190 Speedwatch

Speedwatch has been asked to complete an audit of the Community Speedwatch equipment. They ask for a coordinator name, currently there is no coordinator. Cllr Bell is completing the form and suggests a joint responsibility for him and Cllr Routledge. An update.

Two new volunteers have been trained. Cllr Kavanagh reported that there were about a dozen people at the training.

It was resolved that Cllr Routledge be the Speedwatch coordinator.

Proposed: Cllr Kavanagh, Seconded: Cllr Ward.

17/191 Church Noticeboard on North Green

Barrie Meridew of St Anne & St Laurence Church has provided details of the noticeboard the Church wishes to install on the North Green along with colour options.

It was discussed that a dark brown colour would be more in keeping with the wooden items on the Green, but that the suggested noticeboard is metal and it would be more in keeping if it was made of wood. Cllr Kavanagh has spoken to Mr Gooch and mentioned that there may be a problem with it being made of metal.

It was resolved that the PC would prefer a wooden noticeboard and will write to the Church to see if that is a possibility (and copy Mr Gooch).

Proposed: Cllr Beard, Seconded: Cllr Kavanagh.

17/192 Village Maintenance Working Party Report

The working party has accompanied our handyman, Mr Dingwall, on a walk around the village to look at the handyman's duties, the PROWs and what maintenance is required.

Cllr Beard: The group has done 2 circuits of the village with Mr Dingwall, who is doing a superb job. They do not believe that an increase in handyman hours is necessary.

Mr Dingwall is keen to do extra work, we could look at asking him to do the maintenance on the bus shelters and benches.

Cllr Kavanagh reported that the waterboard company has cut back the overgrown vegetation along the footpath that starts on Bromley Road.

Cllr Nicholls reported that he has spoken to the Essex Highways Rangers about Finch Lane and they will clear it, but there is a question of money which is in dispute with County Council. TDC employs rangers whose funding is split between TDC and ECC. They are waiting for the county funding. Cllr Nicholls advised us not to do any of the work ourselves. Steve Gove is in charge of the rangers and he has said yes they will do the work. Remind Cllr Nicholls about Finch Lane in four weeks' time.

17/193 Village Image

An update on Cllr Kavanagh's proposals for improvements to the appearance of North Green. To discuss what actions councillors may take to combat flyers and posters that are put up without permission and other items that are causing an issue.

Cllr Kavanagh: The BT phone box will be removed within 6-9 months, we will then try and remove the concrete.

There was a discussion around where flyers and posters should go and the fact that organisations around the village have historically advertised events in this way. There is a noticeboard in the bus stop outside Budgens, and residents can request to put notices in the PC noticeboards. There is also an informal noticeboard area on Holly Lane by the post box. It was discussed that we want to embrace advertising but keep

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the village looking nice. If we do make changes we should advertise them in Upmarket, by word of mouth and contacting the village organisations.
WI members at the meeting reported that their posters are being removed from the Budgens bus stop, but Cllr Kavanagh confirmed this is not the PC, our handyman only removes out of date posters from that bus stop.
It was resolved that the PC would not allow posters to be put up in the glass bus shelter on North Green.
Proposed; Cllr Routledge, Seconded: Cllr Kavanagh, all in favour.

17/194 Village Plan

Cllr Beard: Feels disappointed that the events in the plan have not got going.
Cllrs commented that it would take a year to prepare for an event like a carnival, suggested that it be shelved for 12 months until the planning is less onerous, that we review it to see what is possible to be dealt with now, look at a Christmas event.
It was resolved to create a small group to look at one or two events which can be arranged to try and build community spirit. Cllrs Beard, Ahmed, Kavanagh, Ward and Fairweather are to comprise the group and seek assistance from residents.
Proposed: Cllr Routledge, Seconded: Cllr Kavanagh, 7 in favour, 1 abstention.

17/195 Bluegates Donation

An update on the spending of this donation
Something has to be done to get this moving. The Bluegates working Party are to meet again and decide what actions to take.

17/196 Events Committee (May Fair and Carnival)

To consider the membership of the committee and updates/next steps. Held over from the August meeting.
This will be covered by the group set up in item 17/194.

17/197 Community Champion Tesco - Jo Clarke

To discuss whether the PC wishes to take any of the options Jo Clarke presented in the August PC meeting forward.
Our litter issues were discussed and it was felt that they are in the peripheral areas of the village. It was decided that there is nothing to take up at the moment but to put information regarding the funding scheme in Upmarket.

17/198 Communications *Items of interest for inclusion in our November Upmarket report in addition to the report of meeting.*

The Parish Council vacancy. This can also go on the noticeboards.

17/199 Items for next agenda or for information only

Cllr Kavanagh: Additional dog bin on Bromley Road to be on the next agenda. It would be useful to have a map of the village on the screen during the next meeting.

**There being no further public business councillors were thanked for their attendance.
The meeting closed at 9.56pm.**

**Date of next Parish Meeting: Thursday 19th October 2017
To be held in the Community Centre, School Road, Elmstead**

Minuted by Mrs. A Baxter

Contact: elmsteadparish@gmail.com

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Signature

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Appendix 1

Elmstead Parish Council Finance Report

Closing Balances to 31st August 2017 are:

Current Account to end of month	£23,375.43
Total Expenses unpaid at end of month	£1,491.85
Total of expenses below (August payments - request for approval)	£497.42
Balance in current account after monthly expenses	£21,386.16
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	£59,158.20

Income Details for August 2017:

EALC bursary for CiLCA	£322.50
Total income for the month	£ 322.50

Approval is requested for the following payments:

Community Centre Hall Hire for August x 1	£16.00
BM Jennings Grass Cutting Dene Park July x 1, August x 1	£130.00
PFK Littlejohn LLP Limited Assurance Review of Annual Return	£240.00
Cllr Kavanagh – Paint for Bench, North Green	£12.76
Cllr Bell – map for Cllr Kavanagh £3.60, Dog Mess signs £36.00 and fixings £1.99 for Market Field School (redhotsorce) & black dog poo bags £2.00	£43.59
Cllr Ward – mileage for attendance at Community Resilience Meeting, Weeley Council chambers, 22 miles @ £0.45/mile = £9.90. Also milk for July PC meeting £1.18	£11.08
Alan Dingwall – black bin bags	£2.00
Angela Baxter – Norton renewal £39.99 and Royal Mail surcharge £2	£41.99
Total	£497.42

Report prepared by A Baxter – Clerk & RFO
 20th September 2017

Signature

Date