

**LITTLE CLACTON PARISH COUNCIL  
MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD AT THE  
YOUTH AND COMMUNITY CENTRE ON MONDAY,  
16 MAY 2011 AT 7.30 PM**

**PRESENT**

**Cllr Jeffrey Couzens in the Chair**

**Cllrs R Bellamy, J Cutting, De Vaux Balbirnie( from 8.50pm), J Dunnett,**

**Miss L Gray, Mrs T Ismaili, D Land, P Watson and Mrs A Wood**

**There were 6 residents and PCSO Bradley Haycroft present.**

**APPOINTMENT OF CHAIRMAN**

**It was proposed by Cllr Bellamy, seconded by Cllr Cutting and agreed that Cllr Jeffrey Couzens be appointed Chairman**

**The Chairman welcomed Mr Daniel Land as a new councillor and welcomed everyone back to the Parish Council.**

**ITEMS RAISED BY RESIDENTS**

**None**

**APOLOGIES**

**None**

**ANY ARISING URGENT MATTERS**

**None**

**MINUTES OF MEETING HELD ON 4 APRIL 2011**

**These were approved and signed by the Chairman**

**MATTERS ARISING**

**(1) Cllr Watson said that contractors had been awarded their maintenance contracts following agreement by the Finance and Organisation of Business Committee**

**(2) Ball games on the Village Green – no reports had been received and it was agreed to leave the matter until the police come back with some response**

**(3) Parish Shield – It was agreed to award this for environment service to the village.**

**APPOINTMENTS**

**Vice-Chairman: Cllr Watson Proposed by Cllr Cutting, seconded Cllr Ismaili**

**Co-opted Councillors**

**Following their applications, it was unanimously agreed to co-opt Mr Robert Smith and Mrs Eileen Ward**

## **Representatives**

**The following representative were duly proposed and seconded and agreed.**

**TDALC – Cllr Cutting**

**Community Care – Cllr Gray**

**Village Hall – Cllr Dunnett**

**Passenger Transport – Cllr Gray**

**Parish Fields: Cllr Bellamy (as Chairman) Cllr Land as representative**

**Charities Trustee – Chairman of Council and Cllr Ismaili**

**Meadow Millennium Green – no appointment made at this time**

## **Working Party Membership**

**(a) Maintenance and Services**

**Cllr Watson in charge with**

**(a) Cllr Ward – street lighting**

**(b) Cllr Gray – footpaths**

**(c) Cllr Smith – highways**

## **Planning and Development**

**Cllr Wood in charge with Cllrs Bellamy and Cutting with Cllr De Vaux Balbirnie  
as TDC representative**

**Crime Prevention – Cllr Ismaili**

**Organisation and Management of Business**

**Chairman, Vice-Chairman, Clerk with Cllrs Bellamy, Dunnett and Wood**

## **Procedures**

**The Chairman stated that the Parish Council is totally non-political and no political  
affiliation signs etc may be used.**

**All correspondence on behalf of the Council must be sent by the Clerk's office.**

**No individual councillor may sign letters etc. They must be signed by the Clerk.**

**All formal letters must be on the Parish Council headed notepaper. Councillors may  
speak as an individual Councillor but not on behalf of the Council.**

## **MATTERS BROUGHT FORWARD**

**(a) Internet – Cllr Bellamy reported that Bendale Web Design have intimated to the  
Clerk that they will not be able to continue work on our website and can offer cover  
until the end of this month only. We have had no advance notice in this connection  
and the time until the end of the month is very short. It will be necessary to obtain  
the services of a new webmaster. Much information is required before this can be  
done such as the password and other log in credentials for both the Domain and  
Hosting Server accounts. These have been requested.**

**There are two matters for the Council to consider:**

- 1. Appointment of a new Webmaster, which will have financial implication – no details available at present. Cllr Bellamy sought permission to seek a new Webmaster urgently. This was agreed**
- 2. When the precept was set and budget for 2011/12, the amount allocated for the website was on the basis of normal postings and updates. All web designers have their own ideas as to how best to achieve the same outcome and best presentation of required information. This may involve a degree of revamping of the present site whilst retaining the data currently contained therein. The Council should be aware that the actual amount to be spent on the website in the current financial year may exceed the budget figure. Cllr Bellamy asked for instructions on how to proceed. It was agreed to allow an amount of £2,000 to be spent, if necessary.**
  - (b) Highway Matters – Cllr Smith spoke about the very dangerous state of the road at the bridge on Holland Road. There is no crash barrier at the bridge or close to the electricity sub station. It was felt we should ask Network Rail if they have a safety report on the bridge and also to refer the matter to the Health and Safety Executive and the Department of Transport. The question of car parking on the greensward in Harwich Road was raised as the Essex Act no longer applies and Essex County Council who own the land no longer enforce no parking restrictions. It was felt we could put up no parking signs and Cllr Watson agreed to try to get suitable signs.**
  - (c) Parish Archives – nothing to report**
  - (d) LDF Progress – nothing to report**
  - (e) Youth and Community Building Extension – Chairman said we have heard nothing. Since nothing has transpired we propose to settle the account in the sum of the quotation and deem that to be in full and final settlement of the account.**
  - (g) Queen's Diamond Jubilee – The boat has been removed. The Chairman suggested that the area be paved with a stainless steel block in the centre giving details of the Jubilee. The Chairman suggested three stainless steel trees and agreed to provide a leaflet about them. Cllr Cutting would prefer a tasteful sign welcoming careful and considerate people and drivers.**

#### **POLICE/CRIME PREVENTION**

**PCSO Haycroft reported on the various incidents which had occurred during April, which included criminal damage, burglary, RTCs, nuisance neighbours and youths,**

## **WORKING PARTY REPORTS**

### **Maintenance and Services**

**Cllr Watson had nothing to report except that the contracts had been awarded. The Chairman thanked him for the work he had undertaken in preparing the documentation for the contracts and for all the paperwork involved.**

**Street Lights – no report**

**Footpaths – no report**

### **Planning and Development**

**Cllr Wood reported on the following applications:**

**11/00454/FUL Proposed rear pitched roof extension at 45 Harwich Road**

**It was agreed to write to TDC with no objection**

**11/00521/FUL Extension to rear of bungalow to provide a specialist bathroom for a disabled child at 78 Holland Road**

**It was agreed to write to TDC with no objection**

**Applications determined:**

**11/00307/FUL - land between 9-15 Holland Road. Application withdrawn**

**11/00308/FUL – 59 Holland Road Approval: Full**

**It appears that cars for sale are being sited at the Apple Tree Public House and we should ask TDC if the owners have applied for a change of use.**

### **Finance and Organisation of Business**

**(a) Appointment of Assistant Clerk**

**Cllr Bellamy reported that a job description and vacancy application is being finalised and will then be advertised in appropriate publications. The Officers and Clerk will set up an interview panel to consider applications and will report back to the Council in due course.**

**TDALC - No report**

## **LITTLE CLACTON PARISH FIELDS AND YOUTH AND COMMUNITY CENTRE**

**Cllr Bellamy reported that the football season is drawing to a close with the R & T Tournament over the Bank Holiday at the end of the month. The Car Boot Season is under way but, as feared, the income from this source will be down now that the operators of the London Road Car Boot site have decided to open on Sundays in direct competition with ourselves. The Classic Car Show will be held on Sunday 22 May and the Summer Carnival will use the site to form up their procession.**

**Manleys Motorcycles are now hiring the all weather court to conduct compulsory basic training – this will be an ongoing hire throughout the year.**

**The Youth and Community Building is now used by 3 bands, 2 art groups, the monthly coin and stamp fair and meetings of the Friends of St James. We also now have a regular monthly booking of the Resource Room by the Board of Tendring Reuse (TREE).**

#### **VILLAGE HALL**

**Cllr Dunnett said that the first stage of the work is coming to a close . They have been awarded a grant from the Big Lottery Fund of £10,000 subject to certain conditions. The Spring Fair will be held on 28 May.**

#### **MILLENNIUM GREEN**

**The Chairman reported he had attended a meeting of the committee. The pond now represents a crater with rampant bull rushes, and there is a dead hedge along Elm Road. He suggested to the committee they should fill this pond in, also take out the hedge and reinstate properly with a new hedge. He had received a letter from Mr Wagstaff in support of this proposal. The Parish Council would be sympathetic to a request about this work. The committee have advised that they now wish to fill in the pond. The committee must apply to the Parish Council if they require assistance towards these costs.**

#### **TENDRING DISTRICT COUNCIL**

**There was nothing of significance at this time and the first meeting of the new Council would take place on 17 May.**

#### **CORRESPONDENCE**

**Essex County Council**

**Making the Links**

**Tendring District Council**

**Forward Plan 115**

**Gypsies and Travellers -potential site for unauthorised encampment at Village Hall playing field/car park and Plough Corner recreational ground**

**Lt Clacton PCC**

**Application for grant for burial ground**

**It was agreed to make a grant of £2,500**

**EPFA**

**Newsletter – passed to Cllr Bellamy**

**DW Lighting**

**Street lighting works – passed to Cllr Watson**

## **FINANCE AND CHEQUES AUTHORISATION**

The up-to-date balance of the Council's funds were noted.

**Receipts:**

**Precept 1<sup>st</sup> instalment: £33,750.00**

<b>Cheques issued:</b>	<b>£</b>
Mrs A L Owens (salary etc)	551.10
Mrs A L Owens (expenses)	53.53
Lt Clacton Village Hall (S.137 grant)	8000.00
Ashtead Plant Hire Co.	574.80
Family Support – Clacton	125.00
May Gurney Ltd	282.48
E.ON	570.10
Ashby Metalworks (SF1010)	295.20
G R Harrison (SF1011)	440.00
EALC (annual sub.)	503.07
Church Buying Group (chairs & tables)	1442.32
Bendale Web	528.00
May Gurney Ltd	184.00
Suffolk ACRE Services (insurance)	2246.77
TDALC (annual sub.)	15.00
E.ON	285.48
EPFA (annual sub.)	25.00
Family Support – Clacton	100.00
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## **ITEMS DEEMED URGENT BY THE CHAIRMAN**

**None**

## **ANY OTHER BUSINESS**

**Cllr De Vaux Balbirnie – dog loo packs are available**

**Cllr Ismaili – Relay for Life planning is going ahead**

**Cllr Dunnett – power failure in The Street has caused 2 lights not working and the**

**pedestrian crossing lights not working.**

**There being no further business, the Chairman closed the meeting at 9.30pm  
The next meeting will be held at the Youth and Community Centre at 7.30pm  
on Monday, 6 June 2011.**

**Chairman**  
6 June 2011