

LITTLE CLACTON PARISH COUNCIL  
**MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD AT THE  
YOUTH AND COMMUNITY CENTRE ON MONDAY,  
1 OCTOBER 2012 AT 7.30 PM**

**PRESENT**

**Cllr Peter Watson in the Chair**

**Cllrs R Bellamy, G Bush, J Cutting, De Vaux Balbirnie,  
J Dunnett, Miss L Gray, M Joyce, R Smith, Mrs H Smith and Mrs A Wood.**

There were 4 residents present.

**APOLOGIES**

**Apologies were received from Cllr Mrs M Balbirnie and Cllr Mrs E Ward.**

**ANY ARISING URGENT MATTERS**

None

**MINUTES OF MEETING HELD ON 3<sup>rd</sup> SEPTEMBER 2012**

Cllr Cutting requested that the minutes for last month were amended to include the comment regarding bollards being erected outside the Cherry Tree Garage. The Minutes were duly amended, approved and then signed by the Chairman.

**MATTERS ARISING**

The Chairman read out a letter that had been sent to the Planning Portfolio Holder, expressing Parish concerns regarding the Draft Planning Document. A copy of the letter will be held on file. A reply was received from Gary Ashby explaining that we should re-submit our comments during the consultation period due to commence in November.

Cllr Watson reported that the Diamond Jubilee Tree dedication ceremony had gone very well and gave special thanks to Cllr Wood and Cllr Ward for providing an excellent buffet.

Cllr Cutting enquired if a letter had been sent regarding insurances at the Millennium Green and the Clerk confirmed that a letter was sent which also included hedge cutting enquires.

**MATTERS BROUGHT FORWARD**

**(a) Highway Matters:** Cllr Smith said that he had not heard anything from Highways and asked the Clerk to re write to Douglas Carswell to ask him to intervene. It was explained that Mr Carswell does not have influence over Essex County Council and this would not change the situation.

Works have been going on at the Rayners Farm Railway Bridge, Holland Road and steel poles with strainer wires have been installed. These are not sufficiently robust to stop a vehicle dropping down onto the rail track in the event of an accident. Cllr Smith asked the Clerk to write to the relevant parties (Network Rail & the Health & Safety Executive) to explain that the Parish considers these barriers to be inadequate for purpose, with a copy to our County Cllr.

**(b) Parish Matters**

**(i) Declaration of Interests:**

The Chairman reminded the Councillors to complete their short DPI forms, ready to go on the Parish web page.

**(ii) Clerks Course:**

The Chairman confirmed that Ginette Loach has been accepted on the Clerk Training Course, the first day training will be on the 16<sup>th</sup> October. Once the other dates have been agreed, costs regarding travel and additional hours can be worked out, and any expenses incurred will be paid monthly.

**(iii) Planning Group**

The Chairman welcomed Cllr Joyce to the Planning Group, for his up to date knowledge and practical input.

**(c) District Local Plan – submission draft:**

The Chairman had received concerns over the draft local Plan from Cllr De Vaux Balbirnie who had been talking to Planning Officers at Tendring District Council. The Chairman has been assured that any comments or submissions received before the consultation period starts will just be filed until the appropriate time, and we would still need to resubmit them during the consultation period, which will start in November 2012.

**POLICE/CRIME PREVENTION**

Cllr Cutting reported that he had emailed PCSO Haycraft, but had not yet received a reply. There was nothing else to report. The Chairman stated that Inspector Stratford from Clacton Police Station should be invited to a Parish meeting to discuss the new manning levels of Policing in the Village. We will offer him three dates and when agreed we will advertise his presence to the Public who would be able to put questions to him.

## **WORKING PARTY REPORTS**

### **Maintenance and Services**

The Chairman reported that the bollards to be installed around the kerb line at the junction of London Road and Progress Way have now been ordered, and are expected to be positioned very soon. The Chairman asked the Clerk to write to our County Councillor to inform him of the proposed works and explaining the need for these measures to maintain a highway sight line, as numerous requests to the site owners regarding vehicles parked on the verge have been ignored.

Cllr De Vaux Balbirnie requested that a dropped kerb was put in for access to the Youth and Community Building for those in mobility scooters or wheelchairs. The Chairman stated that he had already discussed this issue and that a lightweight aluminium ramp was to be made available on request.

The Chairman has ordered the grass to be cleared from the kerb, the entrance swept and a general clear up in preparation for winter. Quotations are still being sought for lights to be installed to the front of the Youth and Community Building. Earlier, financial or material offers had been made towards enlarging the area in front of the Village War Memorial, to date there has been no further response. Therefore, it is intended that the Parish Council will proceed and obtain quotations for the work. On the approach road, alongside the playing field, there are several very deep pot holes. The Chairman proposed that 10 tonnes of Type 1 Crushed Concrete is delivered, distributed and consolidated at a cost of £180 plus VAT and provide a similar amount for hire of equipment. Cllr Wood seconded and it was agreed.

**Street Lights** – The Clerk mentioned that an email had been forwarded to Cllr Ward, although Cllr Ward is away it will be dealt with on her return.

**Footpaths** – A Farmer had complained to Cllr De Vaux Balbirnie that there were problems on footpath No 3. Cllr Gray followed the footpath to check out the claim, but found it was clear with no obstructions.

## **PLANNING AND DEVELOPMENT**

### **Applications received:**

12/00924/FUL – Proposed single storey sun lounge at 27 Harwich Road.

12/01060/FUL – Proposed two storey extension to form dining room and bedroom at Ancient House, Batemans Lane.

### **The Chairman declared an interest in the next item.**

12/00974/FUL – Two storey rear extension and single storey front extension and infill of porch at 4 Galloway Drive.

The Parish did not have any objections, but expressed a concern regarding possible restriction of light for adjacent properties at 4 Galloway Drive.

### **Applications determined:**

None

## **INTERNET**

Cllr Bellamy reported that the Web page was running smoothly with nothing new to report.

## **TDALC**

There has not been a meeting yet. The Clerk is to contact TDALC again regarding Cllr H Smith, as no correspondence has been received as yet.

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

Cllr Bellamy reported that the car boot season has now finished. He said that it hadn't been the best of summer seasons due to inclement weather. Next year, the boot sales may be able to start earlier, due to the Bank Holiday Football Tournaments moving to a different pitch, which can more easily accommodate the large number of matches which need to be held on the same day.

Cllr Bellamy stated that the Classic Car show was well supported with some 200 vehicles on display. Regrettably the weather played a part, with the rain starting just after midday and continuing into the afternoon, causing an early end to the show.

The football season is now well under way and the Youth and Community Hall continues to be used on a regular basis.

Cllr Bellamy reported that the ATC cadets were embarking on Duke of Edinburgh awards and would be available for any work that could be used in their scheme, which would be of benefit to the Parish Fields.

The Chairman stated that this years precept included money to start the initial stages of the next phase of development to the pavilion showers and changing rooms. This will proceed in three stages. First the changes that have been agreed will be incorporated into the drawings to be submitted to Tendring District Council for approval. The second stage will be providing a new hot and cold water installation and a small extension to accommodate either a ladies or youth changing facility. The third and final stage being the re layout and refurbishment of the existing shower/changing rooms.

The chairman proposed that we start to prepare the drawings for submission, whilst compiling a specification to enable tender documents to be prepared. When the quotations are returned and actual costs are known, the Finance Group will prepare grant applications and seek funding. A schedule of works will then be prepared. It is expected to take until the new year for the initial stage to be complete. Cllr Cutting asked if lights could be included in the initial plan. Cllr Bellamy said that this extra work would be a very large capital cost and probably could not be included in this project. Cllr Dunnett agreed that lights should be initially included for costing purposes, even if they were not included at the later stages, as it may help with fund raising. It was agreed to include the flood lighting when preparing costs and grant application.

#### **VILLAGE HALL**

**Hedge Cutting:** Cllr Dunnett said that this has now been completed.

**Playground:** Cllr Dunnett reported that the sharp edge protruding on the climbing fame, reported via the Parish Office, had now been repaired.

**Field:** Cllr Dunnett stated that the committee were considering the possibility of providing a 'half size' football pitch, suitable for young children to practise and play on.

**Hall Flat Roof:** Cllr Dunnett reported that rain water had been leaking into the hall at the joint of the flat roof to the gable end of the main building. Repair work has been put in hand.

**Skateboard Park:** The Chairman and Cllr Bellamy had both sought prices for the various skate park equipment. It appears that the half pipe already spoken of will cost around £12,000 not including ground works, maintenance or annual insurance. Generally, these are made from either steel or concrete, with the concrete needing less maintenance. The Chairman requested that Cllr De Vaux Balbirnie looks into grant funding using his numerous contacts, and seeks possible grant providers, including TDC, for the next meeting.

#### **MILLENNIUM GREEN**

The chairman read out a report from Cllr M Balbirnie which explained that Mrs Darnell the Chairperson had now gone on holiday until the end of September, and would be circulating details of a Trustee meeting for the 16<sup>th</sup> October on her return. Cllr M Balbirnie reported that the pond was in a terrible state, and that the grasscutter had been asked to return a fence around it for safety reasons. As the grass cutter is still cutting the grass, the Chairperson must have decided to continue with the contract without informing the other committee members. The Millennium Green now has public liability insurance. A copy of the policy has not yet been given to Cllr M Balbirnie from the Chairperson.

A rubbish bin has been moved to the outside of the Green, painted and chained to a post roadside.

Complaints have been received regarding dog fouling. A resident who shares a boundary with the Green asked about the overgrown hedges and remarked that it was a shame that it was not being dealt with.

The Chairman Cllr Watson reported that a letter had been sent to the contractor now that three months notice had elapsed on the cancellation of the maintenance contract and a cheque had been forwarded covering the termination period along with a small termination fee. A letter from Mr Wagstaff had been received by the Chairman earlier today. A copy has been passed to Cllr M Balbirnie and a copy would be kept on file.

#### **TENDRING DISTRICT COUNCIL**

Cllr De Vaux Balbirnie gave a written report to members of the activities at TDC during the past month which included **LDP, Travellers sites, Pot Holes, Football Nets;**

**Relay for Life** –Very successful with over £52,000 raised so far. Cllr De Vaux Balbirnie thanked all those who took part.

**TDC Tree Planting programme 2012/13** for Parish or Town Councils -deadline for applications 19<sup>th</sup> October.  
**Woodlands Tree Planting Scheme** - the parish may still apply for by contacting Clive Dawson TDC Principal Tree and Landscape Officer.

**Tendring Schools & University Fun Day** – 6/10/12 at Park Pavilion, Harwich, a Free Event for 10 to 12 year olds who attend Harwich and Dovercourt High School, Manningtree High School, Tendring Technology College and their feeder primary schools. University of Essex and Tendring District Council will be running sessions from 10am to 1pm.

**Recycling Boxes** – Lids for the red recycling boxes are available to residents, from various locations including the Council Offices at Thorpe Road, Weeley.

## **CORRESPONDENCE**

**Essex County Council**

**Making the Links  
Winter Salt Bag Partnership**

**Tendring District Council**

**Forward Plan 132  
Precept 2013/14  
Tendring District Local Plan  
Starena Lodge Appeal Hearing 23 October**

**Audit Commission**

**Completion of Audit**

## **FINANCE AND CHEQUES AUTHORISATION**

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

## **ITEMS DEEMED URGENT BY THE CHAIRMAN**

The Chairman asked the Clerk to send a letter of thanks to the Vicar for the Jubilee tree dedication service. The Chairman proposed an open evening be held at the Parish Building to inform the public of the local plan, to be run from 2pm until 8pm at night to give everyone a chance to visit. Dates are to be distributed.

## **ANY OTHER BUSINESS**

Cllr De Vaux Balbirnie asked Councillors to be vigilant at the boot sales with regard to counterfeit goods and other fraud issues. Cllr De Vaux Balbirnie distributed safety drink mats and magnets to Councillors.

There being no further business, The Chairman closed the meeting at 9.35pm

The next meeting will be held at the Youth and Community Centre at 7.30pm on Monday, 5<sup>th</sup> November 2012.

**Chairman**

**5<sup>th</sup> November 2012**