

LITTLE CLACTON PARISH COUNCIL

**MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD AT THE  
YOUTH AND COMMUNITY CENTRE ON MONDAY,  
7th JANUARY 2013 AT 7.30 PM**

**PRESENT**

**Cllr Peter Watson in the Chair**

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

There were 3 residents present.

**RESIDENTS MATTERS**

None

**1.APOLOGIES**

None

**2.ANY URGENT MATTERS**

Cllr Ward reported that another bollard had been knocked down outside the village shop. The Chairman stated that out of all the bollards that had been knocked down, only one was actually broken. The others can be re-bolted into the ground as they had only been pushed over.

**3.MINUTES OF MEETING HELD ON 7<sup>th</sup> DECEMBER 2012**

The minutes from the last meeting were agreed, then duly signed by the Chairman as a true record.

**4.MATTERS ARISING**

The Clerk confirmed that no reply had been received regarding a request for a grant from the British Legion to modify the Village war memorial. The Clerk agreed to write again.

**5.MATTERS BROUGHT FORWARD**

**(a) Highway Matters:** The Chairman asked if Highways had replied to our letter regarding resurfacing The Street and zebra crossing. As the answer was no, the Clerk agreed to write again. Cllr Smith requested a copy of the letter.

**(b) Parish Business**

The Clerk confirmed that Mr Oldfield had acknowledged receiving the cheque covering the maintenance costs relating to Millennium Green.

The Chairman requested that in future all incoming correspondence is listed as at present but only items that specifically affect the Parish are read out. Likewise all outgoing mail, including orders will be listed on that same sheet. A hard copy of all the correspondence will be available at the meeting should it be required for reference or clarification.

**(c ) District Local Plan**

The Chairman stated that nothing new had been heard from consultants who represented the East of Thorpe Road developers. The Clerk is to write to the consultants to enquire about the current progress on the project.

Since our last meeting an informal meeting was held between Parish Councillors and representatives from the Firs Holiday Park. The meeting was to discuss suggestions by Planning Officers regarding the realignment of the settlement boundary and revised Park area that had been made at earlier meetings to both Cllr.Balbirnie and Firs representatives. The Chairman read out the minutes from our informal meeting, a copy of which will be included in the Parish minute book. A copy of the minutes and Appendix map were given to Firs Holiday Park, for their records.

The full submission document accepted at our last meeting has been completed and sent to TDC along with an accompanying letter. The Chairman read out the letter which together with the submissions will be included in the Parish Minute book.

The meeting was closed at 7.55pm.

The meeting reopened at 7.57pm.

Cllr Cutting proposed the accompanying letter, Cllr De Vaux Balbirnie seconded and it was agreed. The Chairman apologised that there was not sufficient time to bring the letter to full Council before sending, but explained that this was due to Christmas holiday restraints as well as other reasons.

## **6. POLICE/CRIME PREVENTION**

Cllr Cutting reported that there were 45 reported incidents but only 4 reported crimes. Cllr Cutting had not heard from PC Haycraft yet this month.

## **7. WORKING PARTY REPORTS**

### **(a) Maintenance and Services**

The Chairman reported that an order had been placed to provide an outside light on the Youth and Community Building to illuminate the path and roadway over the car park. This should be completed in the next week.

The orders have been placed for the equipment and plant operators to reinstate the internal road alongside the playing area and is scheduled for the 17 and 18<sup>th</sup> of January.

The installation of bollards at the Cherry tree Garage and laying of the hard standing around the pedestrian gateway to the entrance to Parish Fields have now both been completed.

An application has been sent to the TDC Tree planting grant programme to replace four trees and provide hedging to the Church burial ground.

An order will be placed to repair several bollards that have been damaged, We do have some replacements but fixing bolts need to be purchased as the old ones cannot be reused.

An order is to be placed to repaint the Jubilee Oak bench seat which has had black paint thrown over it.

**i) Street Lights** – Cllr Ward stated that before Christmas there was a major problem with the lights in Holland Road. Cllr Ward reported 8 lights not working ( 6 were in Holland Road). Upon inspection it was found that 2 mains cut outs were not working and after seeking Chairman's approval, a further contractor had to be called in. Cllr Ward recently inspected all of the lights around the Village and all were currently working. However, another 5 lights have now been reported that need urgent attention. All 4 lights near to Meadow View Caravan Park are out and a new light is now out in Holland Road. Also an ECC light opposite Firs/ Ashley's Holiday Park is not working, Cllr Ward is to check.

**ii) Footpaths** – Cllr Gray reported that the conditions are too damp to check, but the path by the Blacksmiths Arms is to be maintained by ECC in May.

The Clerk is to write to the occupiers of No32 The Street to ask once again for them to cut back their boundary hedge from the footpath. This work now needs immediate attention, confirmed recently by the need of BT to replace damaged overhead cables due to the uncontrolled growth of the hedge.

The Parish Council will not accept any costs or claims due to damage or injury caused by the overgrown hedge onto the public footpath. We should advise them that if we receive no response in the next 14days we will put the work in hand and forward them an invoice for the cost of the work.

### **(b) PLANNING AND DEVELOPMENT**

**i)** Cllr Wood reported on the applications received:

**12/01378/FUL** – proposed ground floor extension to kitchen and first floor extension over ground floor flat roof to form additional accommodation at 38 Harwich Road.

**12/01410/FUL** – Erection of single storey rear extension to form an annexe following demolition of existing conservatory and garage at 34 Amerells Road.

The Parish intend to comment that there may be an issue regarding visitor and staff parking.

**ii) Applications determined:**

None

**8 INTERNET** Cllr Bellamy stated that there was nothing to report and the website continues to operate smoothly. Cllr Bellamy also reported that the Domain Name and Starter Host fees are due

for renewal in January and February. The costs are £39.99 plus VAT for the Domain Name and £89.99 plus VAT for the Starter Host. These costs are already provided for within our existing budget. Cllr Cutting mentioned that the website was still showing details for a Councillor that had resigned.

## **9 .TDALC**

Cllr Mrs H Smith was not able to attend the last meeting, but is expecting to receive the minutes for information.

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

Cllr Bellamy stated that the combination of the Christmas and New Year Holiday breaks, together with the continued wet weather, has resulted in a lower than normal level of activity at Plough Corner since our last meeting.

Cllr Bellamy reported that the Art Group and Band practice have now restarted and Bridge Lessons and the Slimming Group are due to restart later in the month.

Cllr Bellamy read out a Fire Safety Audit request that had been sent to the Parish Office. No one had ordered one and Cllr Bellamy agreed to phone them to cancel the appointment and make enquiries.

## **11.VILLAGE HALL**

**Main Hall:** Cllr Dunnnett reminded everyone that a Valentine Social event is to be held on the 16<sup>th</sup> February 2013 from 2.00pm to 4.30 pm. Tony Fyles (singer) has been booked to provide light entertainment and light refreshments will be available. The tickets are £5 each from Ann Cooledge tel.860680.

Bookings for the Hall have been quiet over the Christmas period. They are expected to improve in the new year.

**Field:** The committee are very grateful to the Parish Council for the grant of £500.00. This is to help towards the cost of maintenance. Cllr Joyce mentioned that the gate to the field has been left unlocked on a number of occasions and Cllr Dunnnett agreed to remind hirers.

## **12.MILLENNIUM GREEN**

Cllr Mrs M Balbirnie read out her report on the Green, describing the meeting of the trustees held on the 11<sup>th</sup> December. Business discussed included the pond, hedgerow, insurance, grants, owl box, benches and bank balance. The trustees are to meet on the 15<sup>th</sup> December to rake up the debris on the ground, weather permitting.

Chris Oldfield is to continue to cut the grass in 2013 but without charge to the trust.

The rubbish bin has been returned to the green minus the chain. It is unknown who is moving it.

## **13.TENDRING DISTRICT COUNCIL**

Cllr De Vaux Balbirnie gave a written report to all councillors regarding the activities at TDC during the past month which included **LDP**, Cllr De Vaux Balbirnie reported that a meeting had been held in Holland regarding the solar farm installation along Sladburys Road.; **Travellers sites; Skate Board park; Relay for Life 2013**, Cllr De Vaux Balbirnie requested that someone else take on this responsibility as he is unable to continue as team leader with his current commitments. Cllr Smith agreed to take it on. Cllr De Vaux Balbirnie also explained the changes to the **TDC Cabinet**.

## **14.CORRESPONDENCE**

None

### **a) Precept**

Cllr Bellamy read out a summary of the Local Council Tax Support Scheme and explained the changes which were happening.

## **15.FINANCE AND CHEQUES AUTHORISATION**

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

**Receipts: £50 donation from Cllrs M and P De Vaux Balbirnie.**

<b>Cheques issued:</b>	<b>£</b>
<b>SLCC (annual Subscription)</b>	<b>127.00</b>
<b>Viking (Stationery)</b>	<b>67.47</b>
<b>G B Maintenance (hedges etc)</b>	<b>105.00</b>
<b>Family Support, Clacton (Nov)</b>	<b>100.00</b>
<b>E.ON</b>	<b>282.28</b>
<b>HMRC (PAYE)</b>	<b>150.20</b>
<b>Martin Hurst (SF123)</b>	<b>315.00</b>
<b>Clacton Business Services (payroll)</b>	<b>36.72</b>
<b>RB Design Solutions</b>	<b>100.00</b>
<b>Martin Hurst (SF124)</b>	<b>260.00</b>
<b>Mrs I Watson (flowers – war memorial)</b>	<b>55.00</b>
<b>Glasdon UK Ltd (SF127)</b>	<b>154.22</b>
<b>Namesco Ltd (Domain Renewal)</b>	<b>47.99</b>
<b>Family Support, Clacton (Dec)</b>	<b>75.00</b>
	<hr/>

**16.ITEMS DEEMED URGENT BY THE CHAIRMAN**

None

**17.ANY OTHER BUSINESS**

Cllr Joyce enquired about the sweeping up of leaves. Cllr Cutting reported a meeting that he had attended at the Planning office regarding disaster planning. He stated that they had invited responses.

There being no further business, The Chairman closed the meeting at 9.10pm

The next meeting will be held at the Youth and Community Centre at 7.30pm on Monday, 4<sup>th</sup> February 2013.

**Chairman**

**4th February 2013**