

## LITTLE CLACTON PARISH COUNCIL

### MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD AT THE YOUTH AND COMMUNITY CENTRE ON MONDAY 1st JULY 2013 AT 7.30PM.

#### **PRESENT**

**Councillor P Watson (chairman)**

**Councillors R Bellamy, G Bush, J Cutting, P De-Vaux Balbirnie, Mrs M Balbirnie, J Dunnett, Miss L Gray, Mrs H Smith, R Smith, Mrs E Ward, Mrs A Wood**

**There were 3 residents present and County Councillor A Erskine.**

#### **ITEMS RAISED BY RESIDENTS**

County Councillor Erskine explained that there were funds available from Tendring Youth Strategy Group. This scheme is to benefit 13-16 year old youths and match funding may be sought. For details contact Tendring District Council.

**1. APOLOGIES: Councillor M Joyce**

**2. URGENT MATTERS : None**

**3. MINUTES OF MEETINGS HELD ON 3rd June 2013**

Councillor De Vaux Balbirnie pointed out that in the previous minutes his report was entered incorrectly. The CVS should not have a T on the end, as had been typed. The Chairman crossed off the T and the minutes were agreed and the Chairman signed them as a true record.

**4. MATTERS ARISING**

Councillor Bellamy reported that the auditors had sent a letter stating that the items that were to be written off in 2012/13 as agreed in the minutes previously, were now to be written off in the 2013/14 accounts.

**5. MATTERS BROUGHT FORWARD:**

**(a) Highway Matters**

Councillor Smith had nothing to report from ECC Highways. Councillor De Vaux Balbirnie reported that Weeley Bridge had been surveyed, but no full report had been received. He was told that paperwork was missing regarding whether the 7.5 tonne limit on Weeley Bridge had been removed and it was currently being investigated.

**b) Parish Business**

Cllr Watson stated that since 2009 the Parish had not published any 'Information booklets'. The reasons were due to cost and secondly the difficulty in keeping the information up to date. The Parish now has produced a sheet containing current details of Parish Councillors and their responsibilities and other local government information. There is a copy of this information in each notice board. Initially, it is intended to place a copy in each of the 200 plus copies of the Parish News booklets that are read around the village. Further copies can be made available if any councillors would like to distribute them to nearby residents and some will be displayed in the village chemist.

The Chairman mentioned the missing gateway. PS Gerrard had spoken to Mr Carter then contacted the Chairman. The Chairman read out a letter that he had sent in reply.

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

Councillor Cutting reported that there had been no updated response from PC. Haycraft from the report read out last month by PC Heard. So there was nothing new to report for the month of June.

## **7. WORKING PARTY REPORTS**

### **(a) Maintenance and services**

Councillor Watson has negotiated and set up the maintenance contract for the Parish Church burial grounds. In order for the contract to commence a fair amount of clearance work had to be done first and as it is a one off requirement it has been covered by a one off order. The costs of the contract and the order will be deducted from the Church grant application when finalised and the residue will be sent to the Church towards the cost of setting up a new burial area.

Problems are still being experienced when securing the entrance gates, mainly from staff from the BT site. The site is not owned by BT and the site owners have no jurisdiction on the staff working there. When the Parish writes to the local site, our correspondence is disregarded. We are in contact with the site owners building manager in trying to obtain some agreed procedure on securing the site.

Improvements to the front hard standing to the war memorial should be reconsidered so that the work can be completed before the next Remembrance Sunday. The Chairman recommended that we extend the paved area to the front by 2.5m and 1m at each side incorporating a disabled access to one side of the memorial from the adjacent road. This will be in the form of a step below the existing slab and a further standing area at grass level. Three quotes had been received. The middle quote, which was for £1,750 was proposed by Councillor De Vaux Balbirnie, seconded by Councillor Smith and agreed.

### **a1. Street lights**

Councillor Ward reported that although 2 lights were currently out, she was waiting for the new contract to start. Councillor Watson reported that the recommended tender for the contract to maintain the Parish owned street lights as approved at the last meeting had been accepted. Councillor Ward agreed to contact them and confirm details. The Clerk is to sign a copy of the contract and send it out this weekend.

### **a2. Footpaths**

Councillor Gray reported that the footpaths were a bit wild due to the weather, but passable. A programme of work had been sought but is not available.

### **(b) Planning and Development**

#### **i) Applications to date**

Councillor Mrs A Wood reported the following planning applications:

13/00491/FUL Completion of outbuilding pursuant to planning permission and change of use of outbuilding to a dwelling at 110 St Osyth Road West. (06/01957/FUL)

The Parish agreed that this application should be objected to, due to backland development, shared and restricted access and the fact that it was outside the New Draft Plan Development Boundary. The original

planning application for this outbuilding was granted in 2006 and there is no evidence that any work on this project has been started. If this is correct the Parish Council also considers that the approval will be out of time.

ii) Determinations:

13/00271/FUL	2 bungalows at 62 Harwich Road	Approval
13/00480/FUL	Extensions at Village Hall	Approval

The Chairman requested that following requests from nearby neighbours, we check with Tendring District Council planners to ensure that the approval conditions are in place regarding landscaping at the Appletree as the properties are now all occupied.

The Chairman also enquired about the situation regarding the retrospective planning application covering the modifications that had and were being done at the Grade listed Park Gate Farmhouse. Several months have now passed since the application was made and to date the Parish Council has not received any response or notification to our concerns or the application.

Councillor Bellamy reported that the Planning Application site at Elmstead Market submitted by Tom Brown was refused by Tendring District Council for various reasons. One of the reasons was that the Planning Committee had approved permission for sites at Woodfield Bungalow which now meets the current and projected need for traveller pitches for the district until 31st March 2021. Therefore in the absence of a recognised need for the proposal, the development would constitute unsustainable development within the countryside.

## **8. INTERNET**

Councillor Bellamy reported that the internet continues to provide news and information for the benefit of residents.

Councillor Bellamy attended a meeting at Tendring District Council Weeley Offices for an update on the Superfast Broadband Project. An email was sent to all parish clerks in September 2012 promoting a survey for residents and businesses, but this survey may well have missed some areas. There is still time to register an interest by logging on to [www.essex.gov.uk/ruralbroadband](http://www.essex.gov.uk/ruralbroadband) and completing a quick survey. Councillor Bellamy recommends that everyone who hasn't already, should complete the survey.

## **9. TDALC**

Councillor Mrs H Smith was unable to attend the meeting this month. The Clerk agreed to pass on the minutes when they are received. The next meeting will be next month.

## **10. PARISH FIELDS COMPLEX**

Councillor Bellamy reported that since the last meeting the Tendring Cubs and Scouts have both held their five a side tournaments and the Carnival Procession used the facility to form up their procession.

The Sunday car boot season has had a quiet start mainly due to poor weather conditions, although things improved for yesterday's sale. We must hope for better conditions in the weeks to come.

The Tennis Court has now been re-marked thanks to the goodwill of our white lining paint supplier. This was achieved just in time for the Wimbledon fortnight which usually generates interest in using the court.

The Youth and Community Hall continues to be used for a variety of activities.

Councillor Bellamy reported that Parish Fields continues to suffer from irresponsible dog walkers letting their animals foul the playing fields. The committee were going to erect a new warning notice and would consider further action against the offenders.

The 'bandstand' seating which was repaired just last month has regrettably been vandalised once again. The seat slats will be removed and eventually replaced with other materials.

The Chairman stated that we had now received a set of drawings of the extended and refurbished Pavilion Building including our modified requirements. Councillors Bellamy and Bush have gone through these and with their comments a further meeting is to be arranged to get the application processed to the next stage.

## **11. VILLAGE HALL**

Cllr Dunnett reported that planning permission has been obtained for the proposed extension to the rear of the Hall providing toilets, changing rooms and improvements to the store room. Building regulations have been applied for.

A formal application from the Village Hall committee has been submitted to the PC for a grant in order for them to make a start on phase one of the project. We will be very grateful for any help the Parish Council can give us.

The Finance Group met on the 18<sup>th</sup> June and discussed the grant application resulting in a proposal by Councillor Bellamy to The Council, that the Village Hall receive £6,000 towards the work, Councillor Mrs E Ward seconded and it was unanimously agreed. Councillors De Vaux Balbirnie, Mrs M Balbirnie and Dunnett declared an interest and abstained from voting.

**12. MILLENNIUM GREEN** Councillor Watson reported that no letters had been received by the Parish from the Millennium Committee and no indication of any coming meeting. Also, nothing had been received by Councillor Mrs M Balbirnie regarding meeting, grass cutting or finances.

Councillor Mrs M Balbirnie stated that the fence had been cut and the picnic bench had been removed, leaving dangerous holding bolts standing upright. The Insurance has been left as it is at the present time as no trustees can be added as the names cannot be confirmed until new members have been co-opted

## **13. TENDRING DISTRICT COUNCIL**

Councillor De Vaux Balbirnie reported on the following:-

Travellers - Starena Lodge meeting 30<sup>th</sup> July ; Highways Rangers - Elm Rd residents requested to move their vehicles whilst work is being carried out this week; Police & Crime Commissioner Meeting – Between 17:00 to 19:00 on 4<sup>th</sup> July at Princes Theatre; CVST AGM and Funding Conference - Councillor De Vaux Balbirnie will be attending on Friday 12<sup>th</sup> July.

Councillor De Vaux Balbirnie attended the following events: MS society 60<sup>th</sup> Anniversary- please contact him for further information regarding joining the society ; Falklands War Memorial and Armed Forces Day Services

Councillor De Vaux Balbirnie reported the following upcoming events: Taste of the Continent –Specialist

market in Clacton Town Square 18-21<sup>st</sup> July with food and other products from France, Holland, Germany, Italy, Spain, Turkey, Poland and Scandinavia. Cycling in Clacton - Meet at Clacton Leisure Centre on Thursdays at 10am for FREE 1hr gentle cycle ride & coffee stop open to all ages and abilities. Children must be accompanied by an adult.

#### 14. CORRESPONDENCE

ECC	Making the links	
	Winter salt bag partnership scheme	
	Broadband	Tendring
District Council	Starena Lodge appeal hearing	
Clacton Business Services	Internal audit report	
RCCE	Annual General Meeting	
Mr A W Sealey	Pidgeon Loft	
Lt Clacton Village Hall	Improvement project – application for funding	

#### 15. FINANCE AND CHEQUE AUTHORISATION

The up to date balance of the Councils accounts were agreed and noted.

<b>Cheques issued :</b>	<b>£</b>	<b>Kendall</b>
<b>Commercial Services</b>	<b>216.84</b>	<b>HMRC</b>
<b>(PAYE)</b>	<b>154.20</b>	<b>RB</b>
<b>Design Solutions</b>	<b>100.00</b>	
<b>E ON</b>	<b>292.14</b>	
<b>Viking (Stationary</b>	<b>105.64</b>	
<b>Clacton Business Services Ltd (PAYE)</b>	<b>248.40</b>	
<b>DCK Beavers Ltd ~(annual accounts</b>	<b>30.00</b>	
<b>RCCE (annual Sub.)</b>	<b><u>66.00</u></b>	

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

None

#### 17. ANY OTHER BUSINESS

Councillor De Vaux Balbirnie reported that a previous Little Clacton Councillor, Linda Austin had lost her husband on the 5<sup>th</sup> June. The funeral has just been held and he suggested that a sympathy card was sent on

behalf of the Parish Council.

Councillor Wood enquired about land ownership regarding bollards which have been put up in Harwich Road near the top of Station Hill.

There being no further business, the Chairman closed the meeting at 9.50pm.

The next meeting will be held at the Youth and Community Centre at 7.30pm on Monday, 5<sup>th</sup> August 2013.

**Chairman**

**5<sup>th</sup> August 2013**