

LITTLE CLACTON PARISH COUNCIL

Clerk: Mr D Land

**MINUTES OF THE ANNUAL MEETING OF THE PARISH COUNCIL HELD ONLINE (via Teams)
ON MONDAY,
03th May 2021 AT 7.30 PM**

PRESENT:

Chairperson: J Cutting

Councillors: P De Vaux Balbirnie, M Balbirnie, D Botterell, L Gray, J Taylor, D Hull, J S Daye

District Councillor: Jeff Bray

Essex County Councillor: not in attendance

No members of the public were in attendance

05/2021 – 01 | Election of Chairman

Nominations for Chairman were received for Cllr Cutting. Proposed Cllr Botterell, Seconded Cllr J S Daye – all in favour

05/2021 – 02 | Declaration of acceptance of office of Chairman

The Chairman, Cllr Cutting duly signed their acceptance

05/2021 – 03 | Election of Vice Chairman

Nominations for Vice Chairman were received for Cllr Botterell. Proposed Cllr Cutting, Seconded Cllr Hull – all in favour.

05/2021 – 04 | Apologies for Absence

Members are reminded that the LGA1972, s.85 states that apologies for absence must be received prior to a meeting. Apologies were received from Cllrs, Ward, Jeffries and Mitchell

05/2021 – 05 | Declarations of Interest

To declare the existence and nature of any ‘personal’ or ‘personal and prejudicial’ interest relating to the items on the agenda having regard to paragraphs 8 to 12 (inclusive) of the Code of Conduct for Members.

There were none

05/2021 – 06 | Public Forum – Questions from Members of the Public

There were none

05/2021 – 07 | Appointment of Representatives to Working Parties / Committees

Proposed that all Cllrs remain the same (on block), Cllr Mitchell to let us know which committee he would like to join – Proposed Cllr Cutting, Seconded Cllr Botterell – all in favour.

05/2021 – 08 | To agree the minutes of the council meeting held 12th April 2021

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RESOLVED: The minutes be accepted as a true record. Proposed by Cllr M Balbirnie seconded by Cllr Hull - all in favour.

05/2021 – 09 | Clerk's Report / Correspondence

The clerk gave a verbal update on local matters including lighting, roadworks and other matters of interest.

Clerk noted the Council would not now meet until July, owing to recent government legislation change.

05/2021 – 10 | Chairman's Report

The Chairman gave an update on matters concerning the village.

Nothing to report

05/2021 – 11 | Crime and Prevention

Cllr Hull sent a report this month. Thanks once again were given for her efforts.

05/2021 – 12 | Working Party Reports

Maintenance and Services

Nothing to report. The Clerk will contact Essex Cleaning Services to undertake the annual clean of village furniture.

Footpaths

Cllr Jeffries and Gray reported all paths are fine. The owner of the Blacksmith Arms had reported that dog poo bags are being thrown into the pub garden from the footpath adjacent to the pub. Could the council fund a sign. **Action:** to purchase a sign 'please pickup after your pets' for the footpath. Proposed Cllr Cutting Seconded Cllr P Balbirnie – all in favour.

Streetlights

The Clerk said that lights are being addressed as and when they are brought to our attention.

Highways/Devolution

Contract has been sent back to ECC.

Planning

To consider the planning applications received from Tendring District Council

Councillor J Taylor read out the comments made by the Planning Group on the applications

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listed below.

APPLICATIONS

* 21/00501/FUL - 32 Clapgate Drive, CO16 9PP

Erection of single storey rear extension

Recommend Approval

* 21/00569/FUL - 6 Barrington Close, CO16 9PN

Proposed single storey rear extension following demolition of conservatory.

Recommend Approval

* 21/00568/FUL - Grove Farm, Tan Lane, CO16 9PT

Proposed installation of 'Honeymoon Pod' to provide overnight accommodation in relation to the Wedding Venue.

Recommend Approval

RESOLVED: the month's applications be reported to TDC as per the Planning groups recommendations. Proposed Cllr Botterell, Seconded Cllr Gray – all in favour.

Business Group

Nothing to report.

05/2021 – 13 | TDALC

Cllr Botterell noted that there had not been a meeting.

05/2021– 14 | Committee Reports

Little Clacton Playing Field Trust

The trust had been successful in acquiring a covid grant from TDC.

Outdoorplaces will complete the MUGA by end of June.

The title deed for the field has now been registered with the land registry.

We have now received three quotes for the drainage works on the field ranging from 14k – 8k + VAT. All three quotes are as per the specification from the survey undertaken by the civil engineers.

Resolved: that the quote for £9730.80 be accepted for the works. Proposed Cllr Cutting Seconded Cllr J S Daye – all in favour

Village Hall

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Cllr P Balbirnie updated on a youth on the roof at the weekend and bookings are starting to start once more.

Millennium Green

Cllr M Balbirnie noted a tree has been planted.

Environmental check is taking place in relation to a planning application to come forward.

05/2021 – 15 | District Councillor Report

Cllr Bray updated on the following points:

Keep Britain Tidy campaign being promoted by Cllr Bray, as Chair of TDC, and the Vice Chair, Cllr Harris. They will be looking to get all Parish Councils onboard.

Cllr Cutting congratulated the Chair and Vice Chair of the PC for their appointments this evening.

05/2021 - 16 | Essex County Councillor Report

No report.

05/2021 – 17 | Finance and Cheque Authorisation

To receive monthly payments.

RESOLVED: that the month's cheques be signed. Proposed Cllr Botterell Seconded, Cllr P Balbirnie – all in favour.

05/2021 – 18 | End of Year Accounts

RESOLVED: that the accounts for 2020-21 be approved. Proposed Cllr Gray Seconded Cllr Taylor – all in favour.

05/2021 – 19 | Effectiveness of Internal Controls

RESOLVED: that the Effective be approved. Proposed Cllr M Balbirnie Seconded Cllr P Balbirnie – all in favour.

05/2021 – 20 | Review of Financial Risk Assessment

RESOLVED: that the Effective be approved. Proposed Cllr Botterell Seconded Cllr J Taylor – all in favour.

05/2021 – 21 | Review of Risk Assessment

RESOLVED: that the Effective be approved. Proposed Cllr M Balbirnie Seconded Cllr Gray – all in favour.

05/2021 – 22 | Annual Governance and Accountability Review (Section 1)

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RESOLVED: that the Annual Governance and Accountability Review (Section 1) be approved. Proposed Cllr M Botterell Seconded Cllr Hull – all in favour.

05/2021 – 23 | Annual Governance and Accountability Review (Section 2)

RESOLVED: that the Annual Governance and Accountability Review (Section 2) be approved. Proposed Cllr J S Daye Seconded Cllr Cutting – all in favour.

05/2021 – 24 | Correspondence – Mrs Dunford

Chair mentioned that the school had been contacted previously about a one-way system. Pelican Crossing may ease the issue.

TDC are now lobbying developers to install solar panels etc when building – the climate emergency panel.

Cllr Taylor to bring up the matter at the School Governor meeting.

PC will enquire about the costs of a dog bin at that end of the village.

05/2021 – 25 | Items for future consideration.

Chairman noted that we will now meet in July. Proposed Cllr Taylor, Seconded Cllr Hull – all in favour.

Meeting Closed 20:20pm

**The next meeting will be held on Monday 5th July at 7.30pm
2021**

**Signed Chairman
03rd May 2021**