

## **LITTLE CLACTON PARISH COUNCIL**

### **MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD AT THE YOUTH AND COMMUNITY CENTRE ON MONDAY 11 MAY 2009 AT 7.30 PM PRESENT**

Cllr J Couzens in the Chair

Cllrs R Bellamy, Mrs J Carter, J Cutting, Mrs S Dass, De Vaux Balbirnie, J Dunnett,  
Miss L Gray, B Leatherdale, Mrs E Ward, P Watson and Mrs A Wood

There were 5 residents and County Councillor Mark Cossens present.

#### **APPOINTMENT OF CHAIRMAN**

It was proposed by Cllr De Vaux Balbirnie, seconded by Cllr Gray and agreed that  
**Cllr Jeffrey Couzens** be appointed as Chairman of Little Clacton Parish Council for the  
forthcoming year. Following his acceptance, he signed the Declaration of Office.

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

The speed of traffic in Holland Road at the Cooks Green end was raised again and it was  
agreed to place this matter on the Agenda for the June meeting

#### **APOLOGIES**

Cllr M Skeels

#### **MINUTES OF THE MEETING HELD ON 6 APRIL 2009**

These were approved and duly signed by the Chairman

#### **MATTERS ARISING**

There were no matters arising other than those appearing on the Agenda

#### **APPOINTMENTS**

The following appointments were duly proposed, seconded and agreed

Vice-Chairman: **Cllr Peter Watson** – proposed by the Chairman and seconded by Cllr  
De Vaux Balbirnie

Representatives:

TDALC – **Cllr B Leatherdale** proposed by Cllr De Vaux Balbirnie, seconded by Cllr  
Dass

Community Care: **Cllr Lyn Gray** proposed by Cllr Cutting, seconded by Cllr Wood

Village Hall: **Cllr John Dunnett** proposed by Cllr Dass, seconded by Cllr Watson

Passenger Transport: **Cllr Lyn Gray** proposed by Cllr De Vaux Balbirnie, seconded by  
Cllr Dass

Parish Fields: **Cllr Ray Bellamy** proposed by Cllr Cutting, seconded by Cllr Ward

Meadow Millennium Green: **Cllr Sue Dass** proposed by Cllr Cutting, seconded by Cllr  
Leatherdale

Trustee, Hubbards and Harveys Charities: **Cllr Peter De Vaux Balbirnie** proposed by  
the Chairman, seconded by Cllr Dass

Working Party Membership

Maintenance and Services – **Cllrs Peter Watson, Ward and Lynn Gray** proposed by  
Cllr Cutting, seconded by Cllr Bellamy

Planning and Development – **Cllrs Audrey Wood, Peter De Vaux Balbirnie, John  
Cutting, Lyn Gray and Ray Bellamy** proposed by Cllr Leatherdale, seconded by Cllr  
Watson

Crime Prevention – **Cllr Audrey Wood** proposed by Cllr Cutting, seconded by Cllr De  
Vaux Balbirnie

Organisation and Management of Business – Chairman, Vice-Chairman, Clerk plus Cllrs **John Dunnet and Ray Bellamy** proposed by the Chairman, seconded by Cllr Wood

#### **MATTERS BROUGHT FORWARD**

(a) Internet – nothing to report

(b) Highway Matters

Cllr Watson reported that a resident had requested that 30mph repeater signs be painted in the road from Plough Corner to Montana roundabout – County Highways have been contacted and a reply is awaited. No reply has yet been received re hedge/ditch maintenance in St Osyth Road from Environment Agency. A very overgrown hedge has been reported in the Plough Corner area and it was agreed that the Parish Council arrange clearance.

Cllr Dass reported that pampas type grass has appeared in Elm Road close to the Millennium Green

(c) Affordable Housing

The Chairman said that the list of approved contractors has been circulated. He said he had discussed the implications of affordable housing with other parishes and was concerned about our rights to nominate people for the houses. He suggested that we pick two housing associations and ask how much influence we would have in the people being housed. The Council agreed that we go ahead with Associations Nos.1 and 2 on the list.

(d) Parish Archives – The matter is ongoing but nothing further can be done until the new building has been completed.

(e) Youth and Community Centre Building Extension

The Chairman produced drawings from the architect. After examination of these various minor amendments were agreed and the architect is to be asked to provide an updated copy in time for the June meeting, which if approved the matter can proceed to planning.

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

Cllr Wood reported various incidents such as an abandoned vehicle in The Street, nuisance youths in Betts Green Road, burglaries in Alan Drive and Thorrington Road, road traffic collisions in Holland Road and Clacton Road (with injury)

#### **WORKING PARTY REPORTS**

##### **Maintenance and Services**

Cllr Watson reported that he had purchased road paint ready to lay both YELLOW no parking lines on the left hand side of the entrance road and a row of WHITE lines indicating the centre of the road.

A full electrical certificate has been obtained for the original part of the Pavilion building and power supplies to the various outside areas following some remedial electrical work.

A planting scheme is being prepared for the area around the west side of the ATC compound in line with the planting completed earlier. It is hoped to obtain some of the cost from the TDC tree planting programme.

Cllr Watson made a request for the plant troughs and boat to be given special treatment as we are holding the Home and Garden Show in early June. Cllr Cutting will deal with this as a matter of urgency.

### Street Lighting

Cllr Ward said that lights had been repaired in St Osyth Road West and Elm Road

### Footpaths

No report .

### Planning and Development

Cllr Wood reported on the following planning application:

09/00369/LUEX Lawful existing use of caravan for residential use at Clacton Shooting Ground, Lodge Road

**It was agreed to write to TDC with the same objections as the previous application, also expressing surprise at the affidavits as it is known that the person concerned has been living in London Road**

09/00413/FUL Single storey side and rear extension at 18 Stonehall Drive

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

### Applications determined:

09/00026/FUL - Firs Caravan Park, 29-31 London Road.	Refusal
09/00166/FUL – Strathmore, Tan Lane	Approval
09/00142/LBC –Grove Farm, Tan Lane	Refusal
09/00153/FUL – 9 Sunnyside Way	Approval
09/00187/FUL – 14 Feverells Road	Approval
09/00172/LBC – Grove Farm, Tan Lane	Refusal
09/00278/FUL – The Paddocks, 52 Weeley Road	Approval

### Finance and Organisation of Business

1. Annual Accounts 2008 – the Clerk reported that these had been approved by the Audit Commission but there were various matters which had to be addressed and these formed part of the following items.
2. Insurance Policy
  - (a) Fidelity Insurance – this should be ½ precept plus cash balance, ie £64,000  
This was proposed by Cllr Watson, seconded by Cllr Cutting and agreed
  - (b) There needed to be added to the policy – 2 notice boards at £1200 and new road gates at £4000. This was proposed by Cllr Watson, seconded by Cllr Cutting and agreed.
3. Standing Order and Financial Regulations  
Adoption of Standing Orders as presented at this meeting was proposed by the Chairman, seconded by Cllr De Vaux Balbirnie and agreed.  
Adoption of the Financial Regulations was proposed by Cllr Bellamy, seconded by Cllr De Vaux Balbirnie and agreed.
4. Financial Risk Assessment – the Chairman explained the need for this to be carried out under the new regulations and it was agreed to ask our Internal Auditor how much it would cost for them to provide this assessment.
5. Change of Name of Working Parties  
Following some discussion it was agreed that Maintenance and Services and Planning and Development become sub-committees of the Parish Council following a proposal by the Chairman, seconded by Cllr Watson
6. Out of Pocket Expenses  
It was agreed that members of these committees incurring necessary out of pocket expenses be able to seek recompense by the Parish Council

7. Salary of Clerk – this item to be taken in private session at the close of the meeting

**TDALC**

No report at this meeting

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

Cllr Bellamy reported that the AGM had been held on 30 April at which the accounts to 31 December 2008 had been presented and accepted. The Plough Corner complex continues to be self-sufficient as well as generating additional funds for development and improvement of facilities. The football season is drawing to a close with one more Bank Holiday Tournament on 23/24 May. This will be followed by a Classic Car Show on 30 May and the Home and Garden Show on 6/7 June. The car boot season begins on 14 June. The pavilion interior is being redecorated with help from the Probation Service.

**VILLAGE HALL**

Cllr Dunnett advised members that there will be Spring Fair in the Village Hall at 2.00 pm on 30 May.

**MILLENNIUM GREEN**

No report

**TENDRING DISTRICT COUNCIL**

No report at this meeting

**CORRESPONDENCE**

Essex County Council

Making the Links

Carriageway resurfacing – Bertram Avenue, Alan Drive and Christopher Drive

Tendring District Council

Forward Plan 91

Frinton and Walton Town Council

Bus Escorts – latest news

Equality & Human Rights Commission

Public Sector Duties

CPRE

Essex Protector

**FINANCE AND CHEQUES AUTHORISATION**

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

Receipts:

Precept - £3,400.00

ECC car parking - £249.99

R & T Tours - £490.00

Cheques issued:

	£
Mrs A L Owens (salary etc)	673.70
Mrs A L Owens (expenses)	34.72
Mr L Lane (PCM91,SF90,WP86)	588.00
E.ON Energy	272.77
L Humphreys (website)	44.00
EALC (annual subscription)	481.36
Audit Commission	632.50
Crown Decorating Centre(paint)	52.90
G R Harrison (electrics, Parish Fields)	443.33
C M Cadman & Son (repairs)	489.90
E ON Energy	273.17
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**ITEMS DEEMED URGENT BY THE CHAIRMAN**

None

**ANY OTHER BUSINESS**

**Cllr De Vaux Balbirnie - grants for extensions to the village hall are being sought**

**Cllr Wood - Information Booklet – do we need to update it annually?**

**Agreed to make alteration to council information on notice board and on the website**

**Repair required to leg of notice board at Meadowview Park**

**The next meeting of the Parish Council will be held on Monday, 1 June 2009 at 7.30pm at the Youth and Community Centre.**

There being no further business, the Chairman closed the meeting to the public at 9.00 pm

The Chairman resumed the meeting in private session at 9.10 pm

**Salary of Clerk**

The Chairman explained that the national agreement allowed for an increase of 2.75% on Scale 23, and he proposed that this be implemented. It was seconded by Cllr De Vaux Balbirnie and agreed.

It was further proposed by the Chairman, seconded by Cllr Cutting and agreed that the additional salary of £9.94pm be paid into the Clerk's retirement fund instead of her but that the back pay from 1 April 2008 of £119.28 be paid to the Clerk.

There being no further business, the Chairman closed the meeting at 9.20 pm

Chairman  
11 May 2009