

**LITTLE CLACTON PARISH COUNCIL
MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD AT THE
YOUTH AND COMMUNITY CENTRE ON MONDAY,
5 SEPTEMBER 2011 AT 7.30 PM**

PRESENT

Cllr Peter Watson in the Chair

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

There were residents and PCSO Haycraft present.

ITEMS RAISED BY RESIDENTS

There were several Weeley village residents present who were concerned that individual Little Clacton councillors has not written objecting to the proposed caravan site in Weeley. The Chairman explained that a letter of objection had been written from the Parish Council which is the normal procedure when assisting a neighbouring parish.

Another resident said they were holding various garage sales in the village in aid of the playground equipment on the Harold Lilley playing field from 10am to 4pm on Saturday, 1 October. The Parish Council had no objection to this event.

APOLOGIES

None.

ANY ARISING URGENT MATTERS

None.

MINUTES OF MEETINGS HELD ON 1 August 2011

These were approved and signed by the Chairman.

MATTERS ARISING

(a) Vacancy for Parish Councillor.

There were two applications and the appointment will be deferred to the end of the meeting and the decision will be taken in private session.

MATTERS BROUGHT FORWARD

(a) Highway Matters: Cllr Smith said that he had not yet received replies to the various emails he had sent on the dangers in Holland Road and the bridge.

(b) Parish Business - Cllr Watson reported that three applications had been received for the post of Assistant to the Clerk and arrangements will be made for interviews to be conducted by the Finance and Business Group.

(c) Youth and Community Building Extension - Cllr Watson reported that the Architect had been notified that so far as Parish Council is concerned the extension works are completed. The architect and contractor should now produce a final completion certificate together with the appropriate H & E and information documents at which time a final payment will be made.

(e) Queen's Diamond Jubilee – Cllr Watson said that at next month's meeting he would like to spend some time discussing the suggested Village Day. If each of the councillors could bring along a list of village groups and organisations that could be interested in taking part and any ideas we may have on what could be arranged for the day, it would be a good start. He felt the Parish Council should send out the initial invitations to start the ball rolling to let it be known that it is a VILLAGE DAY and not a money making event. He did not feel that the Parish Council should be the organisers but as public money will be involved, it must have a strong presence in the organising group.

Cllr Watson emphasised that any expenditure of Parish Council funds must be approved and go through the accounts.

Cllr Cutting advised the meeting that he had already made a provisional booking of the village hall and field for Monday, 4 June 2012 and had been in discussion with several village organisations.

Cllrs Cutting M Balbirnie, Smith and Ward indicated that they would be interested in joining the steering committee to plan the day.

POLICE/CRIME PREVENTION

PCSO Haycraft gave his report on the various incidents which had occurred during August, which included criminal damage, suspicious circumstances, burglary, civil dispute, RTCs, missing persons. He also advised that the PCSO system will continue to operate despite the changes and closures proposed. Cllr Cutting asked the PCSO why a burglary that had been committed in Weeley Road, Little Clacton was not in his report. The PCSO explained he had been on leave and it was possible that the incident was reported on the Weeley Parish list due to the name of the road.

WORKING PARTY REPORTS

Maintenance and Services

Cllr Watson said the order has been placed for the digital camera, recorder etc covering the entrance road and gates. This equipment should be installed and operational within the week. A quotation has been received for planting the row of 25 trees alongside the playing field and forming a roadway at Parish Fields. The cost of the trees will be about £250 including four replacement trees which have died. It was proposed by Cllr Cutting, seconded by Ward and agreed the Parish Council should apply for this amount to be included in the TDC Tree Planning Grant programme.

It is now twelve years since the village War Memorial, on Chestnut Green, was last cleaned. It is now in need of attention and requires some of the chain hooks to be replaced. When the Remembrance Service is held, the flag bearers and officials have to stand on the grass/mud and he felt we should provide a hard standing area to the front of the memorial, laid level with the surrounding grass area. It was proposed by Cllr Wood, seconded by Cllr Gray and agreed that prices be obtained for this work.

Street Lights – Cllr Ward reported that the zebra crossing lights and the street lights adjacent to the crossing have now been put back in working order as is the light in The Street by the purpose built offices. Lights out in Holland Road and Elm Road are being reported to the appropriate authority.

Footpaths – nothing to report.

Planning and Development - Cllr Wood reported on the following applications:

11/00866/FUL Erection of two detached chalet style houses on land between 9-15 Holland Road

It was agreed to write to TDC with no objection.

11/00998/TPO T3 Oak – crown reduce by 30% 30 Sunnyside Way

It was agreed to write to TDC with no objection.

Applications determined:

11/00667/FUL 28 Harwich Road

Approval – Full

11/00795/FUL 12 Sunnyside Way

Approval – Full

11/00809/FUL 65 Feverills Road

Approval – Full

The Chairman said that the Parish Council had submitted objections in support of Weeley Parish Council on the proposed caravan development at Starena Lodge.

INTERNET

Nothing new to report.

TDALC

No report.

LITTLE CLACTON PARISH FIELDS AND YOUTH AND COMMUNITY CENTRE

Cllr Bellamy reported there was continued and regular use of all facilities at Plough Corner. The new football season is now getting under way with two new teams using Parish Fields as their home base. The car boot season will end at the end of September. Another Classic Car Show is scheduled for Saturday 17 September on Parish Fields. On the same day the monthly Stamp and Coin Fair will be held in the Youth and Community Building. The 2010 Accounts have now been signed off by the accountants and copies have been lodged with the Parish Clerk.

VILLAGE HALL

Cllr Dunnett said that work on the playground equipment is almost complete. Work on phases two and three of the improvements to the hall is progressing. Cllr Land has contacted the Community Initiatives Big Society Fund for a grant towards the playground upgrading and asked the Parish Council permission to continue in its name.

MILLENNIUM GREEN

Cllr Mavis Balbirnie reported on her recent inspections of the Millennium Green and said that she is still trying to arrange a meeting with the committee to discuss the various items which need to be dealt with. She and her husband has spent two mornings clearing parts of the site which were overgrown but she was very concerned about the welfare of a very elderly resident who has taken it upon himself to attend the site regularly to clear up around the pond area. There are grave concerns with health and safety and she asked if a letter could be written to him thanking him for all he has done in the past and wishing him to continue to enjoy the area but not to do any more work there.

TENDRING DISTRICT COUNCIL

Cllr De Vaux Balbirnie gave a written report to members of the activities at TDC during the past month. He said that fly posters had been removed by Council staff following our complaint last month.

CORRESPONDENCE

| | |
|---------------------------|---|
| Essex County Council | Making the Links Winter Salt Bag Scheme |
| Tendring District Council | Forward Plan 119 Special Expenses – passed to Chairman Highway Rangers Tree Preservation Order 11/00043 |
| Chief Constable | Policing Matters |
| John Higgins | A133 Bypass Works |
| Audit Commission | Audit of Annual Return |

A H B Wagstaff

Millennium Field

Family Support

Updating the lunch club information

FINANCE AND CHEQUES AUTHORISATION

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

Cheques issued:

| | £ |
|-------------------------------------|-----------------|
| Mrs A L Owens (salary etc) | 551.10 |
| Mrs A L Owens (expenses) | 43.16 |
| Boldens Signage Solutions (SF116) | 535.75 |
| Family Support – Clacton | 100.00 |
| Ashby Metalworks (locks for gates) | 144.00 |
| RB Design Solutions | 100.00 |
| Lt Clacton Parish Fields (services) | 60.00 |
| Kendall Commercial Services | 499.20 |
| E.ON | 285.48 |
| Bob's Skips | 75.00 |
| Global Collect (Avast software) | 44.99 |
| Bob's Skips | 75.00 |
| Playquip UK Ltd | <u>11161.20</u> |
| | <u>13907.83</u> |

ITEMS DEEMED URGENT BY THE CHAIRMAN

None.

ANY OTHER BUSINESS

Cllr Cutting asked about the No Parking Signs and was advised sites were not yet decided.

Cllr Land said that goal posts are to be put on the Harold Lilley playing field

Cllr Ward asked about the damaged fencing in the playground area and was told this was being repaired.

The Chairman said letters should be written to the Cherry Tree Garage regarding parking on the grass verge and to the residents of 154 The Street for using the grass verge to park and advertise cars for sale.

There being no further business, the Chairman closed the meeting at 9.12pm to the public.

The Chairman reconvened the Council in private session to discuss the co-option of a Parish Councillor to fill the vacancy caused by the resignation of Mr Jeffrey Couzens. There were two applicants, Mr Malcolm Joyce and Mrs Dawn Skeels. It was proposed by Cllr Smith, seconded by Cllr Cutting and agreed that Mr Joyce be asked to join the Parish Council.

The meeting closed at 9.30 pm

The next meeting will be held at the Youth and Community Centre at 7.30pm on Monday, 3 October 2011.

Chairman
3 October 2011