

**LITTLE CACTON PARISH COUNCIL**  
MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD AT THE  
YOUTH AND COMMUNITY CENTRE ON MONDAY,  
5 DECEMBER 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, M Joyce, R Smith, Mrs E Ward and Mrs A Wood.

There were 11 residents present.

**ITEMS RAISED BY RESIDENTS**

None.

**APOLOGIES**

Cllr Land

**ANY ARISING URGENT MATTERS**

None

**MINUTES OF MEETINGS HELD ON 7 November 2011**

The Chairman explained that the minutes had been changed to remove the balances to the bank accounts as the figures given are a calculated estimate only and the revised pages had been circulated to members. The Minutes were then approved and signed by the Chairman.

**MATTERS ARISING**

None

**MATTERS BROUGHT FORWARD**

**(a) Highway Matters**

Cllr Smith said that the No Motor Vehicles notices on the Jubilee Oak green are illegal according to County Highways and must be removed.

A 20mph limit has been put on the bridge in Holland Road but there is no sign changing the limit until the gates in Holland Road which show a 30mph limit.

Cllr De Vaux Balbirnie said that the Great Bentley railway bridge is now dangerous and he felt that County Highways should lift the weight restriction on the Weeley railway bridge to prevent lorries using Little Clacton village

**(b) Parish Business**

None

**(c) Queen's Diamond Jubilee**

Cllr Cutting reported that the recent meeting of the sub-committee had been better attended. The Carnival organisers attended the meeting and were happy to join in the day. It was felt that the carnival procession should be in the morning and the other events start in the afternoon. Various forms of entertainment were under discussion and the question of adequate parking facilities had been raised and it was suggested that permission be sought to use the school field. Members were happy to include the carnival on the day. The Finance and Organisation of

Business working party confirmed various sums of money had been set aside for the Jubilee and it was proposed to give £200 to the school towards the cost of their celebration following a proposal by the Chairman, seconded by Cllr De Vaux Balbirnie. It was also agreed to set aside £1,000 to provide a permanent memorial oak tree with a seat under it following a proposal by the Chairman, seconded by Cllr Cutting. £2,500 has been allocated to help fund the Village Day from the Parish Council budget.

## **POLICE/CRIME PREVENTION**

Cllr Cutting gave the Police report on the various incidents which had occurred during November, which included criminal damage, suspicious circumstances, burglary, civil dispute, RTCs, missing persons and theft of and from motor vehicles.

## **WORKING PARTY REPORTS**

### **Maintenance and Services**

Cllr Watson reported that now most of the Parish Council documents and equipment are here in the office, additional and more efficient locks have been fitted to the storage cupboards. The war memorial has been cleaned together with some minor repairs and was finished in time for the Remembrance Day Service. He would like the Council's approval to remove the conifer tree that is alongside the memorial as it causes stain damage to the stonework and the branches as they grow are causing actual damage to the memorial. This was agreed. We have been asked by the British Legion if we would extend the standing area towards the front of the memorial as their standards get damaged on the wet grass and leaves. To extend the paved area at the front by approximately 3 metres and the width by another metre would cost £1,653. A substantial amount of this cost is in the York stone slabs which we should use to blend with the existing materials to maintain the appropriate appearance. Following some discussion it was agreed to raise the matter again in January and seek some funding from a local business.

After 10 years of service, the bollards outside the village shops were in need of attention. The ground fixings to the bases have been replaced and there are three bollards damaged that need replacing. The Chairman felt we should purchase these replacements together with two spare units for stock. The cost per unit is £118.17 It was proposed by Cllr Cutting, seconded by Cllr Wood and agreed to go ahead with the purchase.

Meeting closed from 8.24 to 8.25pm

### **Street Lights**

Cllr Ward reported lights out in Harwich Road, Tan Lane, Homing Road and Springfield Meadows. This latter light was still flickering but has now been mended. All the other lights are working satisfactorily.

Footpaths – Cllr Gray said there had been a slight problem with dogs getting into a garden on one footpath but this has been dealt with and there are no other problems.

### **Planning and Development**

Cllr Wood reported on the following applications:

11/01196/FUL Proposed detached building for keeping and rearing insects at Telstar Nurseries, Holland Road

This application had been determined prior to the meeting

11/01331/FUL Proposed rear extension and conservatory, new roof to provide first floor accommodation, proposed front porch at 124A St Osyth Road West. It was agreed to write to TDC with no objection.

### **Applications determined**

11/01196/FUL Telstar Nurseries: Approval – Full

11/01280/FUL Little Clacton ATE, Harwich Road: Approval - Full

### **Planning Inspectorate Decision**

11/00535/FUL The Orchard, Grove Road: Appeal allowed

### **Housing Development Plan**

The Chairman reported that we held the public exhibition on Future Housing Development on 15 November in the evening with approximately 40 residents attending. The Parish Council Submission Document together with several residents completed questionnaires have been deposited with the Planning Department at TDC. He read the introduction and summary pages of the reply which accompanied the agreed conclusions of our assessment for each submitted site. These were approved and a copy of this will be attached as an appendix to the minutes and will be posted on the website.

### **Finance and Organisation of Business**

#### **Budget and Precept**

The Finance Working Party have reviewed progress on the year's budget and are pleased to report that all areas of the Council's activities are operating within agreed limits and are projected to do so until the end of the current financial year. We have, similarly, reviewed anticipated expenditure for the next financial year 2012/13. Whilst we will have additional expenditure by way of staffing costs, the Diamond Jubilee commemoration and continued backing for Family Support, plus the effects of inflation we have still been able to form a budget which will not require any increase in the annual Precept.

It was proposed by Cllr Bellamy, seconded by Cllr De Vaux Balbirnie and agreed that the Precept for 2012/13 be £67,500.

A copy of the Budget is attached to the Minutes.

### **INTERNET**

Cllr Bellamy said there was nothing new to report but he was hoping to add more picture content to the site during 2012 to create a more user friendly experience.

### **TDALC**

Cllr Cutting had attended the recent meeting with two presentations which had taken up most of the meeting. They were Mr Ian Taylor from TDC who looks after off street parking and Police Superintendent Glen McClary from Colchester police. There is scheme being tried out which involves considerate parking tickets being handed out by PCSO's to try to improve parking behaviour. There is a spate of oil thefts from domestic oil tanks.

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

Cllr Bellamy reported that we continue to see regular use of all the facilities at Plough Corner and already have a good number of future bookings for 2012. Social Services have now based an emergency response group at Plough Corner which requires them to have 24 hour access to their building. In this connection they have installed two high level flood lights which are on continually through the hours of darkness causing light pollution. We do have some concerns regarding site security and the locking of the road gates. It was agreed to write to Social Services regarding site security

The Chairman said that in our continual endeavour to improve and maintain the complex, we need to carry out some further ground works. This will include a second phase on clearing the ditch, making up the internal road that runs around the field, clearing and then reinstating the grass area adjacent to the all weather playing pitches. This would include hire of plant at £439.00, purchase of 3 ton top soil and 3 ton crushed concrete. The hire of equipment operator is £120/day and will be on day-work basis on maximum of 4/5 days working. It was proposed by Cllr Bellamy, seconded by Cllr Cutting and agreed to proceed with this work.

## **VILLAGE HALL**

Cllr Dunnett reported that the work on the village hall has been completed and most of the money has been raised. There will be a grand opening ceremony on Wednesday 21 March 2012. A new booking secretary is required. A volunteer is needed. Cllr. Dunnett was advised that a telephone call to the Parish Office had concerned an accident to a child on the play ground equipment.

Meeting closed from 9.15 to 9.20 pm.

## **MILLENNIUM GREEN**

Cllr Mavis Balbirnie reported the path by the side of the Green has not yet been completed with chippings but is due to be dealt with at any time. She went to the AGM meeting with the Trustees where discussion took place with regard to the maintenance that is needed on the Green and also what should happen with the pond. She explained the situation with planning and felt this should not be an obstacle in making a decision as to whether the pond should be kept or not. There is an abundance of wildlife there and we should persevere and complete tidying it up to preserve this wildlife and the pond. Questions about safety were raised as the fencing has fallen over but Cllr Balbirnie said that ponds at Weeley and Great Bentley were not fenced off and these had never caused any problems. A copy of the bank account of the Meadow Millennium Green to 31 March 2011 was handed to Trustees and Cllr Mavis Balbirnie agreed to become a Trustee. The problems with Mr Wagstaff were raised as he was most unhappy about the letter sent to him instructing him to not do any more work as he appeared to consider the Green to be an extension of his own garden and felt it was his right to do the work and to tell others what should be done. As the Parish Council provide public indemnity insurance cover on the Millennium Green, a letter had been sent by the Chairman to the Trustees expressing the Parish Council concerns regarding insurance cover in the event of an incident involving an unauthorised worker. The Trust Deeds, Constitution and land deeds are kept at their solicitors and the Parish Council has requested and agreed to pay for copies of these documents which would be placed on file for future reference.

## TENDRING DISTRICT COUNCIL

Cllr De Vaux Balbirnie gave a written report to members of the activities at TDC during the past month which included residents' issues at Betts Green Road; Footpath 20 (footbridge over A133) no advice yet received regarding cyclists and quad bike riders; Remembrance Day had good turnouts at both services together with the support of the Deputy Lord Lieutenant Bonnie Hill; the local branch of the Royal British Legion held a lunch in November at the Blacksmiths Arms also attended by the Deputy Lord Lieutenant; by pass closure is understood to be on time and the extra traffic through the village has not been a major problem; closure of St Martins Tip, the ECC vote to close has been called in and is still under consideration.

## CORRESPONDENCE

Essex County Council

Making the Links

Temporary road closure – Burrs Road Level

Crossing – Friday 3 February 2012

Local Bus Tender Round 2012

Waste Disposal Consultation

Mobile Library Service Changes

Tendring District Council

Forward Plan 122

Audit Commission

Completion of Audit

Heather Harris

Community Notice Board

Cllr De Vaux Balbirnie

Donation of £50 as a Christmas Gift

St James PCC

Carols on the green and festival services

## 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) 22.75

Mrs G Loach (salary) 109.68

Family Support – Clacton 100.00

RB Design Solutions 100.00

E.ON 285.48

HM Revenue and Customs (PAYE) 355.17

Local Landscapes 250.00

Viking (stationery) 176.62

Kendall Commercial Services 499.20

Collins & Curtis Masonry Ltd (war memorial) 714.00

Audit Commission 690.00

SLCC (annual subscription) 123.00

Ashby Metalworks 216.00

4193.00

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## ITEMS DEEMED URGENT BY THE CHAIRMAN

The Chairman thanked Mrs Loach for stepping in so soon after joining the Council when the Clerk was unwell and busy with other family matters, in addition to the extra work with the LDF proposals.

**ANY OTHER BUSINESS**

Cllr Cutting asked for contact telephone numbers of any organisations for the Diamond Jubilee.

There being no further business, the Chairman closed the meeting at 9.55pm .

The next meeting will be held at the Youth and Community Centre at 7.30pm on Monday, 9 January 2012.

Chairman  
9 January 2012