

LITTLE CLACTON PARISH COUNCIL

MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD AT THE YOUTH AND COMMUNITY CENTRE ON MONDAY 14th MAY 2012 AT 7:30 PM.

PRESENT

Cllr P Watson (chair)

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

There was 1 resident present.

APPOINTMENT OF CHAIRMAN

It was proposed by Cllr Bellamy, seconded by Cllr De Vaux Balbirnie and agreed that Cllr Watson be appointed Chairman for the forthcoming year.

APOLOGIES: Cllrs M Joyce, D Land, R Smith

MINUTES OF MEETINGS HELD ON 2nd APRIL 2012

Both the Annual Parish Meeting and the Parish Meeting minutes were approved and signed by the Chairman.

MATTERS ARISING

(a) By-Laws

Cllr Bellamy reported that he had examined various model by-laws and from these we should be able to draw up a by-law to cover the areas of concern in the village, e.g. parking and vehicles on verges, dangerous games on highways and other areas to the annoyance of residents etc.

However there are various levels of procedure to be examined, in particular existing by-laws by local authorities or where the activity is already regulated by other means.

Cllr Bellamy suggested that this matter was referred to the Organisation of Business working party, working with the Clerks, and for them to bring to the Council their recommendations in due course.

It must be appreciated that these are complex matters and it is important to get things right before we proceed any further.

(b) Millennium Maintenance Contract

Cllr Watson read out a statement, a copy of which will be attached to this month's minutes.

APPOINTMENTS

Vice-Chairman: Cllr Bellamy proposed by Cllr De Vaux Balbirnie, seconded by Cllr Cutting and agreed.

REPRESENTATIVES

TDALC: Cllr Land proposed by Cllr Cutting and seconded by Cllr Ward.

COMMUNITY CARE: Cllr Gray proposed by Cllr Watson, seconded by Cllr De Vaux Balbirnie.

VILLAGE HALL: Cllr Dunnett proposed by Cllr De Vaux Balbirnie and seconded by Cllr M Balbirnie.

PASSENGER TRANSPORT: Cllr Gray proposed by Cllr Watson, seconded by Cllr Ward.

PARISH FIELDS: Cllr Bush proposed by Cllr De Vaux Balbirnie and seconded by Cllr Wood.

CHARITIES TRUSTEE – Hubbards and Harvies Charities: Cllr Watson

MEADOW MILLENNIUM GREEN: Cllr M Balbirnie proposed by Cllr Watson and seconded by Cllr Cutting.

WORKING PARTY MEMBERSHIP

MAINTENANCE AND SERVICES: Cllr Watson

Lights: Cllr Ward

Footpaths: Cllr Gray

PLANNING AND DEVELOPMENT: Cllr Wood, Cllr Bellamy, Cllr Cutting, Cllr Joyce

CRIME PREVENTION: Cllr Cutting

ORGANISATION AND MANAGEMENT OF BUSINESS : Cllr Bellamy, Cllr Dunnett, Cllr Watson, Cllr Wood and Mrs Owens

MATTERS BROUGHT FORWARD

Cllr Watson reported that there had been no response to the calculation or control regarding speed restrictions on the Cooks Green end of Holland Road. Neither had there been any prior notification of roadworks, although road signs are up to say that Holland Road will be closed from 14th May for 5 days.

WORKING PARTY REPORTS

Maintenance and services

Cllr Watson reported that the ditch alongside the playing field has been cleared together with the land drains that discharge into the ditch. These appear to be running well to such an extent that the drain running across the car park is backing up and it appears to be partially blocked. Attempts have been made to rod the drain but it is impossible to go the full distance. Cllr. Watson proposed that we employ a specialist firm to pressure wash the complete drain and while on site clean the storm water drain that serves this building. The cost is £160 for the first hour and £70 per hour thereafter. Cllr. Bush seconded, and it was agreed unanimously.

Cllr Watson reported that he was still waiting for a confirmation date for the delivery and planting of the new 'Jubilee Oak' Tree and with some improvement in the weather the commemorative seat bases will be completed.

Lights

Cllr. Ward reported that there were no significant problems for the year in question. The cost of repairs to Parish Council owned lights for the year was £1,720.31

The names of alternative contractors for street lighting maintenance are with the chairman and these companies will be contacted to get a comparison in maintenance costs. It will be reported back to the Council in due course.

Footpaths

Cllr Gray reported that although they are a little bit untidy, all footpaths are open and being used, and there are definite signs of maintenance done.

PLANNING AND DEVELOPMENT

Cllr Wood reported that there were no applications to report at this meeting, but there were three applications determined:

12/00187/FUL	Bovills Hall Barn Farm – Change of Use	Refusal – full
12/00188/FUL	Bovills Hall Barn Farm – Alterations	Approval – full
12/00232/FUL	Site adj. Reedlands Farm – 3 bed dwelling	Approval - full

CRIME PREVENTION

Cllr Cutting reported that he had contacted PC Haycraft, and that the response so far had been to ask how far back did he need to look for getting the outcomes from crimes committed. Obtaining this information was quite complicated, and personal information was not available. There are 6 crimes currently ongoing, for burglary etc. He is going to see what he can do. Cllr Bellamy stated that after reporting the theft of lead from the pavilion changing rooms, he was nominated a 'victim of crime' officer and received two follow up phone calls and was visited by two PCs.

REPORT FROM REPRESENTATIVES

Meadow Millennium Green

Cllr M Balbirnie reported that ECC was due to release funds to the Highway Rangers, and the roadside at Elm Road could now be moving ahead. Three signs have now been put up on the Green; one in respect of danger of deep water

and one at each entrance stressing the importance of parental supervision especially around the pond and the disposal of rubbish on the Millennium Green. The invoice for £94.20 is to be passed to the Treasurer of the Trust for payment.

Cllr Balbirnie has met with Mrs Darnell to chase up the seats for the green, and was told that they had been refurbished and the grass cutter has agreed to return them to the Green in the course of the next few days so that they are in situ for the summer months. Cllr Balbirnie also passed a message to Mr Darnell to advise him that now the spring flowers had died down, hopefully the weather would allow for the grass cutter to cut the grass to tidy things up.

Cllr P De Vaux Balbirnie used the strimmer around the pond area and suitable planting is being considered for the boggy area to give colour around the pond. The hedge along the boundary of Elm Road needs maintaining and David Wilkin has agreed to carry out the work once the birds have finished nesting. Cllr M Balbirnie requested a copy of the grass cutter's contract for the file. The Chairman confirmed that he had previously given her a copy of the maintenance schedule and site diagram and then referred to the earlier decision by Council regarding the contract. Any existing contract details would therefore would not apply. Cllr M Balbirnie is still waiting for news about the various fauna and flora from the Ecologist, and has to hand information regarding the types of notice boards that can be erected for educational purposes. It is intended that the local school can then be approached about groups of children spending time on the Green to learn about the various items of interest, including insects who inhabit the pond. Fund raising is also of major importance so that the Millennium Green is self-funded and will meet projects which can then be carried out for the enjoyment of the local people.

TDALC

Cllr Cutting stated that there was no TDALC meeting this month.

Little Clacton Village Hall

Cllr Dunnett reported that the Village Hall continues to be well used and is almost fully booked.

Because of the recent inclement weather we are a little concerned about the state of the field. It is a little soggy in places. With the Carnival and Diamond Jubilee celebrations coming along we hope the weather will improve, otherwise it could be a little muddy. We are holding our annual Spring Fayre in two weeks time 26th May 2012, 2pm-4pm. Plenty of Stalls and displays. Everyone welcome.

Parish Fields

Cllr Bellamy reported that this was not the best of months at Plough Corner. On 4th April it was discovered that lead flashing had been stolen from the roof of the new toilet block resulting in flooding through the roof space and down the walls of the building. The damage has been repaired but has left some staining to the walls. Cllr Watson added that the cost of repairs to the gutter including VAT was £320 and as we have a £250 insurance excess, we decided against making a claim. This time we have not used lead.

The rain, which started on 2nd April, continued throughout the month and into May and the Bank Holiday football tournament had to be cancelled due to waterlogged playing area. A regrettable loss of important income. We also have concerns regarding the Classic Car Show this coming weekend if we do not get some drying weather during the rest of this week. We must hope for better weather for the June Bank Holiday football tournament and the Diamond Jubilee events. The Car Boot Season is scheduled to start on 10th June. On a brighter note, activities in the Youth and Community Hall continue at a good level.

Tendring District Council

Cllr De Vaux Balbirnie reported that the Harwich Road Drainage problem is still ongoing.

After receiving threats from the travellers site at Weeley, Cllr De Vaux Balbirnie urged Little Clacton councillors and residents to be vigilant and ensure that any open spaces or fields are regularly inspected for broken entry gates or locks. Cllr De Vaux Balbirnie reported his concerns regarding the new recycling arrangements and explained that there were several schemes he was promoting for residents. Free of charge cavity wall/ loft insulation.

For more information and to book a survey residents are advised to contact Tendring Insulation Scheme on 0800 954 9689, Aran Services on 0800 587 7795 and quote TDC/AD12 or ring TDC's Energy efficient Assistant, Joe Foxcroft on 01255 686798.

Swan Care and Repair are holding an open day on Tuesday 12th June from 11am – 2pm at 61 Frinton Road, Holland on Sea.

The Keep Safe Scheme to keep vulnerable adults safe in Clacton, their project launch is on 20th June at Oakwood Crafts at Plough Corner. The Keep Safe Card has been developed by TDC to ensure that someone with a learning difficulty feels safe and confident outside of their home. This scheme will offer telephone facilities to people with a learning difficulty or in distress around Town. The card holds basic information about the individual and any emergency contact numbers.

REPORTS ON PARISH COUNCIL ACTIVITIES

Parish Business

Due to concerns regarding the area in front of the building, road curbs and entrance to the car park, and difficulties negotiating them when it is dark, Cllr Watson has made enquiries to obtain prices to supply and install a motion activated light to be positioned on the corner of the building, to illuminate the area. Prices will be provided for consideration at the next meeting.

The Parish Council Insurance has come up for renewal. We are in the second year of a three year fixed premium agreement. We do need to notify them that we now have an additional member of staff to be added to our schedule for employers liability. If this means there is a slight increase in the premium, Cllr Watson proposed that the Clerk was given authorisation to initiate the new policy without referring back to Council, Cllr Ward seconded and it was agreed.

Cllr Watson stated that the Parish field committee must ensure that when the field is hired, the hirers must have their own insurance, this includes rugby and football games and tours, bouncy castles and any other equipment that is used but not owned by the Parish Council.

Both the entrance and exit gateways to the car park are badly broken up and in an attempt to stop any damage claims being made against us, Cllr Watson will obtain prices for the next meeting to be considered to reinstate the surface and incorporate a speed hump.

INTERNET

Cllr Bellamy stated that many entries have now been updated, and new content added. Particular notice is drawn to the new pictorial content. Please could Cllr Bellamy be informed if anyone becomes aware of any existing details which need to be revised. The Chairman on behalf of the Council thanked Cllr. Bellamy for his continual monitoring of our web site and also our web masters for their prompt attention to our needs.

CORRESPONDENCE

ECC

Making the Links

Temporary Road Closure, Little Clacton Road

14 May – 9 July – 24hrs per day

Tendring District Council

Forward Plan 127

Gambling Act – Review of Statement of Licensing Policy

Revocation notice – Trees Church of St James

D2D Distribution Ltd

Door to door distribution service

David Ramsbottom

Wind Turbines

Finance and Cheques Authorisation

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

CHEQUE AND FINANCE AUTHORISATION

Receipts:

1st Precept **£33,750.00**

Cheques Issued:

	£
Ashby Metalworks (deadlock)	72 . 00
E.ON	285 . 48
RB Design Studio	100 . 00
Family Support – Clacton	100 . 00
Clacton Business Services	45 . 00
EALC (annual Subscription)	517 . 42
GB Maintenance	100 . 00
P A Bray Ltd (PCM119)	381 . 76
Ashby Metalworks (Maint. Contract)	1,350 . 00
Kendall Commercial Services	524 . 66
May Gurney Ltd	130 . 81
Suffolk ACRE Services (Insurance)	3,532 . 50
Dynamic Fireworks (Jubilee)	720 . 00
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	<u>8,664 . 93</u>

ITEMS DEEMED URGENT BY THE CHAIRMAN

Possible Housing Sites Volume 2

Cllr Watson stated that back in October 2011, 167 sites were put forward for consideration in the preparation of the new local plan. Between October 2011 and March 2012, a further 59 sites have been put forward for consideration, resulting in a total of 226 sites in the Tendring Area. Copies of the three additional sites were given out to all Councillors and then each site was discussed in turn and the comments recorded. These will be submitted to the TDC Planning officer.

Little Clacton Parish Councillors have been invited to attend a meeting with Gary Ashby, TDC Planning Officer at 2pm on Monday 21st May at Weeley Council Offices regarding the new LDF and the associated 'Proposed Housing Development'. If you have any questions that need answering on either of these subjects, whether you attend or not, please forward them to Cllr Watson before Thursday 17th May. This will ensure that we don't cover the same ground by similar questions and with giving them prior knowledge of our concerns we won't be fobbed off with "I'll look into that and come back to you".

A copy of the Council's submission on the three additional sites for consideration as detailed in Volume 2 'Possible Housing Sites' is attached.

ITEMS RAISED BY RESIDENTS

Three residents, George, Will and Jake, attended the meeting to submit a petition of names supporting their case for a skate park to be built in the Village. They also brought pictures to show the type of 'half pipe' skate board ramp that they had in mind. They had also visited other local skate board parks to gather information. They indicated that they would prefer the park to be built in the centre of the village, the Harold Lilley Playground, and hoped that this might reduce the vandalism that occurs at the children's park there, by giving the older children something to do. Cllr

Watson requested that further enquiries are made regarding costs, and asked for costings for other local parks for comparison.

Cllr Watson recently asked the insurers about this, and they consider a BMX / skateboard park as a 'Hazardous Activity' and would require a separate policy and impose special conditions before they would even consider proposing insurance cover. Cllr Dunnett felt that the Village Hall committee would be willing to consider the suggested location but could not consider the taking on the initial equipment cost or the ongoing insurance cover. Young residents agreed to try and obtain details of any possible funding.

ANY OTHER BUSINESS

Cllr Watson reported that Mrs Loach had attended and enjoyed the 'Clerks introductory course'. The six month trial period has now passed and following discussions on her revised schedule of working hours, both parties have agreed to stay as we are and we can now welcome Mrs Loach as a member of the Parish Administration Team. The on the job training will continue as Mrs Loach takes on more duties and gains more experience prior to attending the full 'Parish Clerks Course' later in the year when it is hoped that she will obtain her 'Clerk to the Council' qualification. We can then progress towards her full establishment.

There being no further business, the Chairman closed the meeting at 10.15pm.

The next meeting will be held at the Youth and Community Centre at 7.30pm on Monday, 11th June 2012.

Chairman

11th June 2012