

ALRESFORD PARISH COUNCIL

You are hereby summoned to attend
The Meeting of Alresford Parish Council
to be held in the Pavilion on
Wednesday 5 September 2007 at 7.30pm
for the purpose of transacting the following business:

Mrs J Pettitt ,Clerk to the Council, 30 August 2007

AGENDA

PUBLIC FORUM : Members of the public are invited to address the Council for a maximum of three minutes from 7.30 until 7.45pm

The meeting to be opened by the Chairman

09.07.1 TO ACCEPT APOLOGIES FOR ABSENCE¹

09.07.2 DECLARATION OF INTEREST IN ITEMS ON THE AGENDA²

09.07.3 Minutes of the Parish Council Meeting held on Wednesday 4 July 2007 to be agreed and signed and matters arising to be considered :

09.07.4 TO RECEIVE REPORT FROM COUNTY COUNCILLOR

09.07.5 TO RECEIVE REPORT FROM DISTRICT COUNCILLOR

09.07.6 TO RECEIVE REPORT FROM PCSO

09.07.7 TO CONSIDER CORRESPONDENCE RECEIVED

- (i) ECC re Grass cutting on B1027
- (ii) TDC – Advertisements on roadside
- (iii) ECC re Planned Parish Visits
- (iv) ECC re grant from Community Initiatives Fund

1 Local Government Act 1972 Section 85(1) and (2)

2 Local Government Act 2000 Part III

- (v) Paul Allen re Playing Fields
- (vi) The Local Works – letter and response
- (vii) ORR re Railway Crossings
- (viii) Douglas Carswell MP re TCVS
- (ix) IC2 re Security
- (x) Horticultural Society re Quiz
- (xi) NALC – Community Empowerment Awards plus Conference details and invitation
- (xii) Communities & Local Government
- (xiii) TDC - Tree Planting Grant Programme
- (xiv) Bernard Jenkin re Sustainable Communities Bill
- (xv) TDC – Licensing Act 2003 re 55 Station Road
- (xvi) ECC - new bus service
- (xvii) Essex Rural Partnership – PO Briefing
- (xviii) Alan Green re Wivenhoe Road Lights
- (ixx) ECC – John Jowers – Local Area Agreement – *see attached copy*

09.07.8 TO RECEIVE REPORTS FROM COMMITTEES AND WORKING PARTIES :

- (i) ENVIRONMENT, FOOTPATHS, TREES & ALLOTMENTS – *see Appendix 3*
- (ii) FINANCE
- (iii) PLAYING FIELD AND VILLAGE HALL – (i) *Review of Statement of Licensing Policy (deadline 30.9.07) – memo dated 9.8.07 refers)*
(ii) *Provision of female toilet facilities*
- (iv) COMMUNICATIONS -
- (v) HIGHWAYS AND FOOTPATHS – *see Appendix 2*
- (vi) PLANNING - *see appendix 1*
- (vii) HUMAN RESOURCES, PERSONNEL AND TRAINING
- (viii) HEALTH AND WELFARE
- (ix) QUALITY COUNCIL

09.07.9 TO AGREE PAYMENTS AS LISTED BELOW :

Clerk's salary and expenses (DD)	1224.08*
NI	101.00*
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NI	101.00
Just Lamps – o/s 188 Wiv Rd	61.04*
Just Lamps – o/s 188 Wiv Rd	29.16
Monthly maintenance – June *	71.16
Monthly maintenance – July	71.16
C & C Cleaning (invoice 9532)*	28.20

C & C Cleaning (invoice 9581)*	28.20
C & C Cleaning (invoice 9431)*	28.20
C & C Cleaning (invoice 9697)	28.20
C & C Cleaning (invoice 9840)	28.20
C & C Cleaning (invoice 9840)	28.20
C & C Cleaning (invoice 9892)	28.20
EON – street lighting – (DD) - June	159.67*
EON – street lighting – (DD) - July	159.67
Powergen – Pavilion/floodlighting (DD)	50.00
TDC – Pavilion rates (DD)	57.00
EPA – PCSO – March -June*	3,375.00
TDC – election costs*	953.57
N Fairbanks – emergency re litter bin	60.00
Cllr Green – travel expenses	33.15
Mrs J Pettitt (balance of salary increases)	463.32*
Glasdon – Froggo bin - replacement	368.25
Powergen – Pavilion & flood lights – July	122.00
P Egner – repainting bus shelter by Pointer	190.00
P Egner – painting benches (+ above £30)	255.00
Banner – stationery	133.49
Travel expenses (clerk – Chelmsford)	30.56

* paid in August

09.07.10 FINANCIAL REPORT – YEAR END ACCOUNTS

To agree bank reconciliation as at 31 March 2007 prior to submission to the Auditors.

09.07.11 TO RECEIVE REPORTS OF MEETINGS AND COURSES ATTENDED BY MEMBERS SINCE THE LAST MEETING

- (i) TDALC meeting – *See Appendix 4*
- (ii) Meeting with Councillor Hume of ECC re Ford Lane (Clerk and Mrs Belgrove)
- (iii) SLCC Essex Branch meeting (Clerk)

09.07.12 NEWSLETTER - MAILING jUNE 29 * Please make a note of any of these you especially like – we will be looking at them in September with a view to getting a sample of our own proposed newsletter prepared. It is therefore important that I get these back by the end of August please! Nice holiday reading for your all!!

09.07.13 HARD COURT -

To consider purchase of capping plates - £20 each or lockable plates @ £175 each

09.07.14 GRANTS to LOCAL ORGANISATIONS

To consider feedback responses

09.07.15 B1027 - CONDITION OF HEDGES

To consider any action to be taken with regard to the overgrown hedges along the B1027

09.07.16 DRAFT SUSTAINABLE COMMUNITY STRATEGY FOR TENDRING

To collate views on consultation document and forward to TDC (deadline 21.9.07) – *see attached (green)*

09.07.17 LGV ACCESS TO ALRESFORD QUARRY

Update on situation

09.07.18 CALOR - ESSEX VILLAGE OF THE YEAR FEEDBACK

To consider response with regard to local businesses

09.07.19 TDC - POLLING DISTRICT/POLLING PLACE REVIEW

To consider review to be completed by TDC by the end of the year. Deadline for comments on local areas – 14 September. *See attached letter*

09.07.20 CLERK'S TRAINING

To consider further training for Clerk. See attached details.

09.07.21 PLAYING FIELD DITCH

To consider quotations received for clearing ditch on NE boundary

09.07.22 STATEMENT OF COMMUNITY INVOLVEMENT

Papers in folder

09.07.23 VANDALISM REPORTS

- (i) Frog Bin (£368.25)
- (ii) Notice board
- (iii) Bin outside shops (£60)
- (iv) Bus shelter by Pointer – graffiti 2 days after being repainted at cost of £190. Further graffiti – cleaned off by Mr Belgrove

09.07.24 UPDATE ON PARISH BENCHES

09.07.25 UPDATE OF AFFORDABLE RURAL HOUSING

09.07.26 TRAINING COURSES AVAILABLE

(a) Councillor Training Day – 18 October

09.07.27 FUTURE PLANS – BUDGET PREPARATION

To consider items to be included in the budget for 2008/2009

09.07.28 STREET LIGHTING POWER CONTRACT

To sign new street lighting contract with EON negotiated by Cllr N Fairbanks

09.07.29 TDC DRAFT STATEMENT OF COMMUNITY INVOLVEMENT – CONSULTATION DOCUMENT

To consider the above and respond by deadline of 28 September

09.07.30 ITEMS FOR INFORMATION ONLY AND ITEMS FOR INCLUSION ON NEXT AGENDA

The next meeting of Alresford Parish Council will be held
on Wednesday October 2007 at 7.30pm
in the Parish Council Pavilion

**Further details of Council matters can be obtained
from any Councillor,
or the Clerk on 825714
or from the web site www.alresford.org.uk**

APPENDIX 1

Application Number and Applicant	Location	Proposal	Comments
07/01242/FUL Mr & Mrs Vintner Letter dated : 31.7.07	Blythwood Ford Lane, Alresford	Rear Conservatory	
07/00846/FUL Mr & Mrs McQuillan Letter dated : 14.8.07	Sherbro Colchester Main Road Alresford	Alterations and additions to dwelling including an annex for the use of a disabled person. Revisions to existing planning approval No 05/01158/FUL to reflect minor changes on 'as built' situation	
07/01376/FUL Mr C Harwood Letter dated : 22.8.07	58A Station Road, Alresford	Erection of 1.5. high wall/railings (re-submission of 06/01532/FUL)	

Minutes of Planning committee Meeting held on Wednesday 1 August 2007 in the Parish Council Pavilion

In attendance were : - Cllr J Robinson, chairman; Cllr N Fairbanks, Cllr J Housden and Cllr C Barrett

1. APOLGIES FOR ABSENCE

Cllr Ann Wiggins, Cllr J Richards, Cllr S Carlsson Browne, Cllr E Osborne were unable to be present.

**2. CBC – SUPPLEMENTARY PLANNING DOCUMENT :
SUSTAINABLE CONSTRUCTION**

The above document had been received and was read. No action was considered necessary.

3. APPLICATION NO : 07/00914/FIL – 46 COPPICE ROAD

It was noted that TDC had refused this application on the grounds that “the design was considered to be contrary to advice in the Essex Design Guide which states that dormer windows should only be used for light and not for gaining extra headroom. The increase in the size of the dormer is to gain room in the “loft” of the roof and create a larger first floor, however this is to the detriment of the dwellings appearance. The excessive dormer dominates the roof face and is on the most visible area of the roof, being in the direction from which cars travel onto the estate. Whilst there are some other examples of poor extensions, none are directly comparable to the proposal and many are likely to be pre-policy (ie historic). These do not set a precedent that should allow this dormer window to be approved. The proposal, of a poor design that will degrade the quality of the built environment, is contrary to policy and should be refused.”

**4. APPLICATION NO : 07/00561/FUL – CONTRACT
INTERIORS, COCKAYNES LANE – Variation of conditions
3, 7 and 10 of planning permissions 01.02031/FUL to allow
designated external storage, an extension of office hours
from 07.00 – 19.30 and to allow the return of up to 3 non-
HGV delivery vehicles to the site up to 22.30 on weekdays.**

No objection to the variation of the office hours was put forward in line with the previous comments dated 3 May 2007. This was that provided this was for management only and only their private vehicles were involved. The committee maintained their previous view that no objection would be raised to non HGV vehicles being returned to the site up to **20.00** hours with no loading or unloading taking place.

There was no objection to the additional storage as shown on the plan provided a 1.4 metre close boarded fence be erected along the boundary to shield visible impact.

APPENDIX 2

HIGHWAYS WORKING PARTY FOUR YEAR PLAN.

- (i) Continue to work to implement the improved street lighting on the B1027.
- (ii) Liaise with Thorrington Parish Council to reduce the speed limit on the B1027 between Alresford and Thorrington.
- (iii) Maintain the impetus towards changing the speed limit on Ford Lane to 30 M.P.H all the way to the Creek.
- (iv) To monitor the state of pavements and kerbstones throughout the Parish and press for improvements.
- (v) Try to obtain improved maintenance of street drains to eliminate flooding, especially in Wivenhoe Road, Station Road and Coach Road.
- (vi) To monitor and fight to maintain all bus and train services.
- (vii) To consider "Green" issues, including looking into the availability of low energy bulbs for the street lighting.
- (viii) An after thought on this one. Perhaps we should look at doing something about the over-hanging foliage around some of the street lights.

07. 08. 07.

APPENDIX 3

REPORT OF ENVIRONMENT WORKING PARTY. 27. 06. 07.

Present: Joan, Hedley, Dorothy. Apologies from John H.

We recommend the creation of a Wild Flower Meadow on the Playing Field, subject to the approval of the Playing Field Working Party. This to be put out to tender giving specific measurements, seed types, and the possible need for soil removal. Investigate whether the soil can be used for any other purpose on the Playing Field, such as in the creation of a garden leading to the Childrens' Playground.

We still do not feel that joining P3 is to the advantage of the Parish Council, but recommend that a Guide to the Footpaths of the Parish in conjunction with P3 may be something the Parish Plan Committee may like to undertake.

Our thoughts regarding a Four Year Plan are as follows.

- (i) Ensure the completion of the Litter Bin Project.
- (ii) To work in closer cooperation with the Playing Field Working Party.
- (iii) To try to raise civic awareness and increase the participation of residents in maintaining the appearance of Alresford with especial reference to problem areas such as the Estuary Footpath and Beach, the Playing Field, and the public areas in front of the shops on Station Road. Also the track behind the station.
- (iv) To consider taking over the maintenance of all the Flower Beds in Alresford and employing contractors to carry out the work.
- (v) To consider "Green" issues in any future building plans or projects the Parish Council is involved in.

APPENDIX 4

TENDRING DISTRICT ASSOCIATION OF LOCAL COUNCILS

Minutes of meeting held at Beaumont cum Moze Village Hall
at 8 pm on Wednesday 11th July 2007

Present

Jeff Moveton (Little Oakley); Jennifer Pettit (Alresford); Brian Rolfe (Lawford); Tracy Stevens (Beaumont); John Mathews (Wix); Gus Fidgett (Bradfield); Peter Cannons (Thorpe-le-Soken); Michael Talbot (St Osyth); Bernard Leatherdale (Little Clacton); Robert Taylor (Great Bentley); Michael Brown (Frating); David Hinds (Secretary).

1. Apologies for absence

Jenny Cant (Thorrington); José Powell (Thorpe-le-Soken); Martin Frostick (Great Bromley); Guy Richardson (Little Bentley) & Pat Goodman (Tendring)

2. Minutes of the last Meeting

The minutes were agreed as a true reflection of the meeting.

3. Report on Aggregate Recycling & Sustainable Construction Workshop

MB reported that he had attended this workshop on behalf of the Association. The decision of the allocation of new gravel extraction sites was still awaited, but more emphasis was to be placed on the use of recycled materials. Mobile recycling facilities, which can be sited adjacent to major developments, were available. Problems were highlighted regarding: (a) The recycling of French green glass for which there is little demand in the UK; (b) The storage of old tyres the oxidation of which can affect water courses. This must be borne in mind when granting planning approval for tyre storage facilities.

4. Meetings

- **East Essex Area Forum meeting (report attached)**
- **Local Strategic Partnership**

Councillor Lines has been elected Chairman of the LSP. The new Sustainable Community Strategy has been distributed to town and parish councils for consultation the closing date for which is 21st September. The Tendring strategy is designed to link into the Essex Local Area Agreement. Funding will be via the County Council.

Joseph White of Zurich Insurance gave a presentation to the Partnership Board on risk management.

5. Local Authority (Model Code of Conduct) Order 2007

MB reminded members that all town and parish council need to adopt a code of conduct, which reflects the new model code, laid down in this order. TDC have already adopted the code and MB is to try to arrange

for a councillors training course on the new code led by the TDC Monitoring Officer. It is envisaged that this will be an evening event and will be free of charge to TDALC member councils.

Particular attention was drawn to paragraph 12(2) of the code, which needs to adopt if members with a prejudicial interest wish to speak on an issue.

6. Vacancy for representative on EALC Executive Committee

Jennifer Pettitt agreed to fill the vacancy left by Charles Braithwaite's resignation.

7. Finance

The Secretary reported that the bank balance stood at £839.54 with expenses incurred this month of £11.88.

MB said that the Secretary had raised the subject of payment toward his increasing costs incurred in phone and internet use and the power involved in this and the greatly increased amount of printing required now that local authorities no longer issued documents in hard copy.

MT suggested that the Association make an ex-gratia payment of £10 a month, this was agreed and the secretary thank the Association.

8. Correspondence

Mike Brown had written to Charles Braithwaite thanking him for his invaluable contribution to the work of not only the Association, but also the EALC. Charles also wrote thanking the Association members and wishing them well for the future.

9. Any other business

The East of England Regional Assembly is consulting on Gypsy accommodation in the region. Details can be found on www.eera.gov.uk/consultations. Essex CC response to be drawn up next week at County Hall. Town and Parish Councils should respond online.

Brian Rolfe reported that Tesco had held a meeting at Lawford/Manningtree to consult on their proposed new store at Manningtree. He said that comment from Lawford residents had appeared to be mostly in favour of the new store.

BR reported that the school swimming pool had in the past been open in the school holidays and that the parish council had employed part time attendants. However, circumstances including the need for security checks on staff mean that this will no longer be possible.

Peter Cannons requested information on sources of funding for playing equipment where the land is leased. DH said he would email so details.

Michael Talbot reported that a meeting was held at St Osyth regarding the proposed wind farm and that 247 members of the public attended, most being protestors.

MB congratulated Alresford on attaining Quality Parish Council status and was pleased that the presentation had been made at a TDC meeting. This was the first time that the TDC had been directly involved and was to be welcomed.

Delegates were reminded that the new WEEE regulation were now in force regarding the recycling of electrical goods. Recycling sites must now accept all such equipment including dry batteries and fluorescent tubes.

MB reported that the Community Initiatives Fund had received a wide and varied range of applications for funding and that the decision on which would be successful would be held shortly.

The meeting closed at 9.55

The next meeting will be on at Beaumont. 29th August 2007