

# ALRESFORD PARISH COUNCIL

## To members of the Council

You are hereby summoned to attend a meeting of Alresford Parish Council in the Pavilion on Wednesday 2 September 2009 at 7.30pm for the purpose of transacting the following business:

Mrs J Pettitt, Clerk to the Council, 26 August 2009

## 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

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The meeting to be opened by the Chairman

### **09.09.1 TO ACCEPT APOLOGIES FOR ABSENCE<sup>1</sup>**

### **09.09.2 PREVIOUS MINUTES**

Minutes of the Parish Council Meeting held on Wednesday 1 July 2009 to be agreed and signed and matters arising to be considered :

- (i) Bat survey – 39 Station Road

### **09.09.3 DECLARATION OF INTEREST IN ITEMS ON THE AGENDA<sup>2</sup>**

### **09.09.4 TO RECEIVE REPORT FROM PCSO**

### **09.09.5 TO RECEIVE REPORT FROM COUNTY COUNCILLOR**

### **09.09.6 TO RECEIVE REPORT FROM DISTRICT COUNCILLOR**

### **09.09.7 TO CONSIDER CORRESPONDENCE RECEIVED**

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

2 Local Government Act 2000 Part III

- (i) Albion Planning Consultants – *re 21 The Heath*
- (ii) GBNS *re Asbestos Survey*
- (iii) TDC – *re Intend*
- (iv) Bernard Jenkin *re Sustainable Communities Act*
- (v) Bernard Jenkin *re Citizens Convention – Accountability & Ethics Bill*
- (vi) Allianz – *re play equipment*
- (vii) ECC – *re Parking Restrictions o/s school*
- (viii) Essex Police – *re costs (see attached breakdown)*
- (ix) TDC – *Re Street Cleaning*
- (x) ECC – *Minerals Development Document*
- (xi) Jennifer Gudka at ECC *re VAS signs etc*
- (xii) Planning Inspectorate *re 21 The Heath*
- (xiii) Robin Cotrill *-re containers adjacent to station*

**09.09.8 TO RECEIVE REPORTS FROM COMMITTEES AND W/P's :**

- (i) ENVIRONMENT, FOOTPATHS, TREES AND ALLOTMENTS –
- (ii) FINANCE – *to set date for budget meeting in October*
- (iii) PLAYING FIELD AND VILLAGE HALL –
- (iv) COMMUNICATIONS AND CCTV
- (v) HIGHWAYS – *plans for village gates*
- (vi) PLANNING - *see Appendix 1 (yellow)*
- (vii) HUMAN RESOURCES, PERSONNEL AND TRAINING
- (viii) GENERAL PURPOSES –

**09.09.9 TO AGREE PAYMENTS AS LISTED BELOW :**

Clerk's salary (DD)	1289.09
NI	150.92
A & J Lighting – Monthly maintenance - June	76.48*
A & J Lighting – Monthly maintenance - July	76.48
C & C Cleaning (invoice 4965)	27.60*
EON – street lighting (DD) - July	120.27
EON – Pavilion and floodlighting (DD)	93.00
Glasdon – new bin	147.61*
Banner – stationery	18.28*
NALC – postage – return of CILCA portfolio	9.17*
Kendall Contract Services – Grass cutting July	522.75*
Kendall Contract Services – Grass cutting June	522.75*
Audit Commission – 2008-2009 audit fee	460.00
A&J Lighting – annual maintenance work	185.63*
RoSPA inspection account	175.95*
Clerk – travel	19.38*
TDC – emptying 6 extra bins for 12 months	623.76*
ACRFC – pitch repairs	101.80*

EALC – Conference Day (Chairman)	27.00*
Queensbury – bus shelter repair	444.68
Colchester Cleaners – re Pavilion	120.00
Essex Playing Fields Association - seminar (IR)	15.00
Alresford Advertiser	25.00
Install Sports (nets and signs)	404.80

\* paid in August

#### **09.09.10 FINANCIAL STATEMENT**

To receive financial statements for June and July 2009 – see attached (pink)

#### **09.09.11 TO RECEIVE REPORTS OF MEETINGS AND COURSES ATTENDED BY MEMBERS SINCE THE LAST MEETING**

- (i) NAPS Report (*Frank Belgrove*)
- (ii) TDALC meeting – Clerk (*Appendix 2*)

#### **09.09.12 COURSES AVAILABLE/EXTERNAL MEETINGS**

- (i) Budget and Precept – 15.10.09 – Great Dunmow
- (ii) RCCE village Hall and Community Buildings Conference – 10 October
- (iii) RCCE “Consulting your Community” - 21 September
- (iv) RCCE - “Identifying Action and Taking them Forward” - 17 November
- (v) RCCE - “Introduction to Community Led Plans” - 28 January

#### **09.09.13 CCTV**

To approve or review draft clause for Standing Orders regarding CCTV.

*“CCTV Named Councillors to be appointed to have access to the CCTV at the AGM each year when standing orders are reviewed. No one Councillor to view CCTV footage alone at any time – there should always be a minimum of two Councillors to view any materials. Two sets of keys to be held by two named Councillors and the third set to remain with the Clerk.”*

#### **09.09.14 AFFORDABLE RURAL HOUSING**

Update from Mrs Moore : see Appendix 3

#### **09.09.15 PUDDLE O/S 25 STATION ROAD**

Item added to agenda at request of Mr D Hunt of Station Road.

#### **09.09.16 PARISH PLAN**

To consider results of Parish Plan, and possible wider distribution

**09.09.17 SKATE BOARD PARK**

To consider petition received in support of request for a skate board park in the village

**09.09.18 POSSIBLE CINEMA FOR ALRESFORD**

Update from Cllr E Osborne

**09.09.19 BENCH OUTSIDE SHOPS**

Review of monitoring and any adverse reports. - See Appendix 4

**09.09.20 REQUEST FOR FURTHER BIN ON PLAYING FIELD**

To consider request received by Clerk for a further litter bin on the playing field near to the picnic tables.

**09.09.21 FIVE A SIDE NETS**

Report on purchase of new nets and condition of goal posts.

**09.09.22 PRESENTATION TO KAREN SMITH AT ALRESFORD STATION**

Report on presentation in appreciation of maintenance of railway station and booking office throughout recent works to gates/barriers and railway line.

**09.09.23 COACH ROAD CROSSING**

To consider proposals for landscape enhancement

**09.09.24 FIREWORK EVENT**

Report on possible firework event/winter Fair

**09.09.25 DAMAGE TO DUG OUTS**

See Appendix 5

**09.09.26 PANDEMIC RECOMMENDATIONS**

To consider points raised at meeting of EALC Executive 10.7.09

**09.09.27 PILOT SCHEME RE STREET LIGHTING REDUCTION**

To consider response to Safer and Stronger Communities Committee regarding reduction of street lighting throughout Essex. (Response required by 18 September 2009) – Appendix 6

**09.09.28 ITEMS FOR INFORMATION ONLY AND ITEMS FOR**

**INCLUSION OF**

**09.09.29 CONFIDENTIAL MATTERS (*in camera*) Appendix 7**

**The next meeting of Alresford Parish Council will be held  
on Wednesday 7 October 2009 at 7.30pm in the Parish Council Pavilion**

## **APPENDIX 7**

### **(i) CCTV**

We had an in-depth meeting with Paul Dewing of GCS Security Systems on Monday 10th August 2009.

The first item that was discussed was regarding the maintenance contract which becomes due at the end of November 2009. The amount of money required for this annual contract was £281.75. It was decided that this was designed for clients that needed attention within hours and had manual controllers, for example Clacton shopping areas and sea-front. We of course do not need that type of cover and that in an emergency GCS would be able to meet our requirements within a couple of days or less.

Now we come to the CCTV system that has been installed. As you are no doubt aware we have not been completely happy with the standard of picture quality. Paul agreed, having looked at the system, that it was not to the standard that he would normally expect. The intention is, over the next few weeks, for GCS to try a new digital recorder and to realign the quality of pictures coming from the existing cameras. In other words, to make the picture quality a lot sharper.

With regard to the possible installation of another wireless-linked camera to the hard-court area, Paul is suggesting that because of the time-switch that is used for the floodlights he would need to use the live feed which currently runs to the lights, and therefore would move the time-switch to the box on the post that houses the power cables, and to install a new switch that can be turned off manually from that box. This switch will of course be lockable.

We did explain to Paul Dewing that we were not in a position at the present time to install a wireless camera at the hard court area, and we would have to look at this when budgeting for next year.

### **(ii) TIME SWITCH LOCK FOR FLOOD LIGHTS**

## APPENDIX 2

# Tendring District Association of Local Councils

Minutes of the meeting held at Beaumont Village Hall on Wednesday, 20<sup>th</sup> May 2009, starting at 8.00 p.m..

**Members present: \***

Alresford	A	Jennifer Pettit	Little Bentley	A	Guy Richardson
Ardleigh	*	Dave Halsey	Little Bromley		
		Hazel Andrews			
Beaumont		Geoffrey S Macey	Little Clacton / Weeley	A	Bernard Leatherdale
	A	Tracey Stevens	Little Oakley		
Bradfield		Harry Woolrich	Manningtree		Ray Streames
	*	Gus Fidgett			Vernon Bettle
Brightlingsea	*	Vivien Chapman	Mistley		Geraldine Carter
Secretary	*	Janet Russell	Ramsey & Parkeston		
Elmstead		Nick Bell	St Osyth	*	Mike Talbot
Frating	*	Terry Cuthbert	Tendring	A	Pat Goodman
Frinton and Walton		Robert Bucke			Vicky Smith
		John Halls	Thorpe-le-Soken	*	Jose Powell
Great Bentley - Chairman	*	Robert Taylor		*	Peter Cannons
Great Bromley	A	Martin Frostick OBE	Thorrington	*	Jenny Cant
Great Oakley		Stephen M Huk JP	Weeley		
Harwich	A	Elaine Novorol	Wix		John Mathews
Lawford		Brian Rolfe	Wrabness		Richard Colley

Also present: Joy Sheppard and John Buchanan, Chief Executive and Chairman of EALC respectively.

The Chairman welcomed everyone to the meeting.

**Apologies for absence** were received from Jennie Pettit (Alresford), Tracy Stevens (Beaumont), Martin Frostick (Gt Bromley), Elaine Novaro (Harwich), Guy Richardson (Little Bromley), Bernard Leatherdale (Weeley and Little Clacton) and Pat Goodman (Tendring).

The Minutes of the meeting held on 25 March were agreed and signed as a correct record of that meeting.

**Arising from those minutes were:** Planning consents, Section 106 Agreements and adoption of open spaces on completion of building works on site - Mrs Cant reported the problems which Thorrington had experienced with the excessive time, 10 years, they had waited between a development reaching completion and the play area being handed over to Tendring District Council so that the play equipment could be installed. It was agreed that the wording of agreements needed to be tightened up to make them more enforceable. It was also agreed that this would be a subject for discussion at the next liaison meeting between TDC and TDALC.

Traveller Sites - Mr Halsey said that Ardleigh Parish Council had received a reply to their letter and that they were happy with it as it clarifies the situation. It was agreed that this be copied and circulated to all members for information.

**Freedom of Information** - Mr Halsey asked if members wished him to continue to try to organise a training course on this or was the paper circulated after the previous meeting been sufficient

information for their purposes. The Secretary would circulate this paper again and the matter would be raised at the next meeting.

**Chairman's Report** - The Chairman's Report was circulated at the commencement of the meeting:

**1 The Year** - We have been busy this year with our normal programme of five bi-monthly meetings since our last AGM at one of which we had outside speaker Chris Kitcher of TDC to speak on the health inequalities in our District compared with the rest of Essex which affect the Parishes as much as they do the urban areas. During that time we have also had one well attended training session and two which were cancelled in some confusion. We also ran into a clash of meetings over our attempt to provide hands-on web access training to the planning portal and that arrangement is to be remade shortly.

On behalf of the Association members have served this year on: EALC Executive Committee, East Essex Area Forum, the Tendring Community Safety Partnership and the Tendring Local Strategic Partnership.

During the year your leadership met Tendring District Council members and officers twice to promote liaison of effort between us although there are few issues being brought forward from our membership.

**2 The Future** - We have nearly organised a training session to be presented by Tendring District Council officers on Health and Safety and the other already mentioned on Planning Portal access. We have been discussing other future training events which have yet to be firmed up.

<b>Election of Officers</b>	<b>Proposer</b>	<b>Secunder</b>		
Chairman	Robert Taylor	Michael Talbot	Gus Fidgett	Agreed unanimously
Vice-Chairman	Jose Powell	Michael Talbot	Terry Cuthbert	Agreed unanimously
Secretary	Janet Russell	Jenny Cant	Vivien Chapman	Agreed unanimously

**Local Area Forum** - The Chairman reported Mike Brown had decided not to continue as the representative from TDALC on this Forum. Mr Halsey was appointed to take his place

It was agreed that the chairman continue to attend the Local Strategic Partnership on behalf of TDALC.

It was agreed that the representatives to EALC would not be changed.

**Address by John Buchanan (Chairman of EALC)** - Attached at Appendix B to these Minutes.

**Address by Joy Sheppard (CEO of EALC)** - Attached at Appendix C to these Minutes.

During the question and answer session, Mr Talbot raised the matter of the two hour training courses and that St Osyth had arranged for their whole council to attend one of these in St Osyth and he praised EALC for the content and conduct of this course and how much St Osyth Parish Council had enjoyed and learned from the course.

Mrs Sheppard said that small councils could negotiate a reduction in the fee for such a course if they asked.

#### **Other Business**

- a) The Chairman reported that he had been contacted by a Pat Cooper of an organisation called North Tendring Way, referred to him by Mr Leatherdale, who had expressed the desire to address TDALC. After a short discussion; it was agreed that she be invited to speak at a future meeting of TDALC.
- b) The Chairman reported that no date had been fixed yet for a training session on Health and Safety.

- c) The Chairman announced that the Live Access Planning Portal training session had been offered on Monday, 27 July at Weeley and that it would be open to all Parish Councillors. It was agreed that the Chairman confirm this date.

The Chairman then closed the meeting at 9.27 p.m. after thanking everyone for their attendance.

**Next meeting** - 22 July.

**NB:** September meeting is to be on 16<sup>th</sup> not 23<sup>rd</sup>.

## Chairman's Report     22/7/09

- 1) **Administration**     The Tendring Rural South NAP has been continuing to press for 20MPH zones around schools. Government policy has now changed to include this and ECC is looking at how they are going to implement it.
- 2) **Training Courses**     The Planning Portal training at Weeley is going ahead as planned for the 27<sup>th</sup> July at 7pm. We have only 11 people registered to come. Thus there is room for more attendees
- 3) **Local Strategic Partnership**     Following public consultation during this summer the revision of the local Sustainable Community Strategy is to be discussed at a Stakeholder consultation on the 25<sup>th</sup> September at the Columbine Centre. Below is the timetable to bring this strategy up to date. The main issues are:- Health, Economic Development, Children and Young people ,Crime & Disorder, Community Regeneration and Environment of which, health inequalities, climate change, housing & transport, and mental health issues stand out as special issues in our area. If any of you feel you have an input to make you can do this through the Tendring Web site or represent your councils at the event on the 25<sup>th</sup>.

<b>DATE</b>	<b>ACTION</b>	<b>BODY</b>
March/April	Undertake refresh	LSP Coordinator
8 May 2009	Early Draft for consideration	LSP Theme Leads
21 May 2009	Early Draft for consideration	LSP Board
July/August 2009	Public Consultation	Public
25 September 2009	Stakeholder Consultation	LSP Partners/Stakeholders
1 October 2009	Agree Final Draft	LSP Board
14 October 2009	Final draft SCS	TDC Cabinet
26 October 2009	Scrutiny of final draft SCS	TDC Overview and Scrutiny

11 November 2009	Final draft SCS	TDC Cabinet
1 December 2009	Formal Adoption	TDC Full Council Meeting

4) **Liaison with TDC** Due to the change of leadership at Tendring this next meeting has been postponed. We still have the 20MPH outside schools on our list but nothing else. So any new needs please let us know.

## **APPENDIX 4**

<p>This week (w/c 9.9.09) there have been smashed bottles, rubbish and dog fouling around the bench and shops.</p> <p>I have had several phone calls asking when this matter relating to the bench is going to be dealt with rather than being monitored - their words not mine.</p> <p>I have contacted Sgt Deex and he is dealing with the policing issues.</p> <p>Please add this item (Bench) to the Agenda for September's meeting.</p> <p><b>APPE NDIX 3</b></p> <p>jenny</p> <p>i have been back in contact with david grinstead's agent. the land he owns has been under</p>	<p>Mr and Mrs Luxon</p>	<p>184 Wivenhoe Road</p>	<p>Erection of single story front extension and single storey side/rear garage extension</p>	
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## APPENDIX 3

jenny

i have been back in contact with david grinstead's agent. the land he owns has been under option to wimpeys for about 12 years. however the agent thinks there may well be a way through that. he is awaiting some documentation from the solicitor so he can see what the option states.

i shall be contacting him again at the end of the month to see if there is any move. this site would be so very much preferable to NR. however....

back in touch when i hear more.

do get in touch if you need anything from me meantime,

chris

## **APPENDIX 6**

A pilot scheme has been taking place in the Maldon and Uttlesford districts for over 18 months whereby some street lights have been turned off at midnight for the remainder of the night. The Cabinet Member responsible for overseeing the plot has now invited the Safer and Stronger Communities Policy and Scrutiny Committee ( a group of back bench members) to consider the issues arising from the pilot and put forward to him suggestions on what might be happen in Essex in the future. This could include widening the scheme to the whole county, scraping it or any alternative between the two. Issues to be looked at will include public safety, crime rates, the perception of crime, financial considerations and environmental concerns.

The Committee will be undertaking the scrutiny on Friday 18 September 2009. Its meeting will be held at County Hall, starting at 10.00 am. If your Council would like to submit evidence to the Committee can you please contact its Governance Officer, Graham Redgwell (e mail [grahamr@essex.gov.uk](mailto:grahamr@essex.gov.uk)) as soon as possible. Evidence can be submitted up to the day of the meeting.

<p><b>APPEN DIX 5</b></p>	<p>Mr and Mrs Luxon</p>	<p>184 Wivenhoe Road</p>	<p>Erection of single story front extension and single storey side/rear garage extension</p>	
<p>PC Binnington took a statement from me today about the dug outs. It has been registered with crime bureau E230A/114 37/09 - estimated cost of repair £150 to £200.</p> <p>We needed this reported to gather evidence for a Designated Public Place Order / Alcohol Control Zone.</p> <p>Any extra info still needed about culprits - there may be a press report on this.</p> <p>Thanks Linda</p> <p>--- On Wed, 8/7/09, Jennie.Pettitt @Tiscali.co. uk &lt;Jennie.Petti</p>				

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<b>APPENDIX 1</b>	Mr and Mrs Luxon	184 Wivenhoe Road	Erection of single story front extension and single storey side/rear garage extension	
Planning applications considered during recess :				
09/00712/FUL 7.8.09				
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09/00712/FUL 7.8.09				

## APPENDIX 1

Planning applications considered during recess :

09/00712/F UL 7.8.09	Mr and Mrs Luxon	184 Wivenhoe Road	Erection of single story front extension and single storey side/rear garage extension	
09/00763F UL 10.9.09	Mr Borstel	196 Wivenhoe Road	Reduction in width of side extension and erection of pitched roof and erection of pitched roofs to existing dormer windows.	No objection
09/00847/L BC 20.8.09	Mr Jeffrey	Alresford Lodge	Alteration of existing ground floor window with elongation of existing window aperture and introduction of Georgian style glazed door (amendment to 08/011385/LBC	