

Meeting of Great Bentley Parish Council

MINUTES of the meeting on 3 October 2013

Present: Cllr J. Hills (Chair), Cllr B. Herbert, Cllr L. McWilliams, Cllr K. Plummer, Cllr R. Taylor and Cllr P. Balbirnie.

PUBLIC QUESTION TIME WILL BE FOR A MAXIMUM OF 10 MINUTES AND LIMITED TO 3 MINUTES PER PERSON AT THE DISCRETION OF THE CHAIRMAN

1. Any information about the collection of green waste? Cllr McWilliams responded that this initiative is currently being investigated and we await a progress report.
2. Any progress with the balance of funds from the Jubilee celebrations? Cllr McWilliams responded that there will be a committee meeting shortly to discuss these funds after which an announcement will be made.

089-13/4 **Apologies for absence:** Cllr Edwards, Cllr Warder and Cllr Wright forwarded their apologies.

090-13/4 **Minutes of the last meeting:** The minutes of 5 September 2013 were moved by Cllr Taylor, seconded by Cllr Herbert and agreed as a true record.

091-13/4 **Declarations of Interest:** Cllr McWilliams registered an interest in the role of the caretaker.

092-13/4 **Information & Reports** – Nothing to report.

093-13/4 **County and District Councillors Reports.**

- a) County Councillor: - Cllr R Lord provided an update on the ECC proposal to reduce street lighting noting that the consultation process has been extended and that there appears to be cross-party opposition. Parking is a topical issue with cross party opposition to recent proposals. ECC's review of its bus strategy is also on agenda. It was noted that one needs to prepare a persuasive argument of opposition. Cllr Lord has received a number of letters about trees roots. Cllr Balbirnie asked if Cllr Lord could assist to resolve Tye Bridge highway issue.
- b) District Councillor: - Cllr L McWilliams noted that there are two subsidised local bus services in Gt Bentley being considered in the review. She reported that she attended the recent Older Peoples Forum at the Princes Theatre. Attendee's agreed that it was a successful event.

094-13/4 **Other Reports.** To receive reports from Council representatives.

- a) Police Incidents Report: - The Chair read out the previously submitted report. Cllr McWilliams noted that the return of PCSO has had a positive impact in the village.
- b) Tendring District Association of Local Councils: - Nothing to report this period.
- c) Transport - Mr Peter Harry presented a summary of ECC's local bus review. A six week public consultation exercise has commenced. Interested parties are encouraged to contribute to this. It is likely that Great Bentley may lose one of its two subsidised bus services.
- d) Footpaths: - Nothing to report this period.

- e) Caretaker: - The Chair read Mr McWilliams report noting that the potholes in car park will need attention before they become much worse. The recycling site has been tidied and the fence repaired. There is a commitment to replace the missing recycling container.
- f) NAP: - Nothing to report this period.
- g) Village Events: - Nothing to report this period.

095-13/4

Correspondence:

- a) Parish Tree Planting Scheme: It was agreed not to pursue this initiative.
- b) Gt Bentley Village Hall Annual Booking: - The Clerk was asked to respond booking the hall for Council meetings on the first Thursday of the month throughout 2014.

096-13/4

Clerks Report: The Clerk presented his previously circulated report, which is attached to the minutes as Appendix A. He was asked to prepare a sketch of the car park entrance landscaping proposal for consideration at the next monthly Council meeting.

Once the replacement post box has been installed in the village the Clerk was requested to write to Mr B. Jenkins MP thanking him for his assistance.

097-13/4

Finance Report

- a) To approve expenditure for the month: The monthly expenditure report (attached as Appendix B) was proposed by Cllr Herbert seconded by Cllr Taylor. **Resolved:** to agree the monthly expenditure report.
- b) To approve requests for non-budgeted expenditure: None to report.
- c) To receive a budget report: The six month budget report was noted.
- d) Timetable for the preparation of annual estimates: Cllr Taylor outlined the proposed budget setting timetable, which will result in the budgets being reported to full Council for approval at its meeting on 5 December 2013.

098-13/4

Annual Audit for the year ended 31 March 2013: Members noted that the external Auditor certificate and opinion certifying the completion of the audit of the annual return for 2012/13 has been received.

099-13/4

Village Green Working Party Report:

Cllr Herbert presented his report. **Resolved:** 1) Agreed that Mr Dorling would undertake the annual maintenance of the pond. 2) Agreed to replace the two damaged posts adjacent to The Path.

It was noted that the two quotations requested to install grass blocks on the Green opposite Station Road is outstanding. It was agreed to obtain these and present them to the next meeting of the Council.

In discussing the complaint relating to one of the Council's contractors it was noted that all appears to be operating satisfactorily at this time but that there is a need to continue to monitor the situation.

100-13/4

Highways

- a) Flooding on Thorrington Road - to consider progress: It was agreed to defer this matter to next meet. Cllr McWilliams agreed to obtain a position statement.

- b) Essex Council Council's Proposals for Part Night Street Lighting: – Cllr Taylor presented a summary of ECC's proposal and this was followed by some discussion. It was noted that GBPC has previously completed a consultation exercise and that residents who attended a public meeting overwhelming opposed any reduction in street lighting. **Resolved**: The Clerk was asked to prepare a letter of opposition to ECC for circulation to members for comment prior to submission.

101-13/4 Village Christmas Lights/Christmas Tree

Cllr Plummer outlined arrangements and made a proposal seconded by Cllr Taylor to extend the village Christmas lights on the village green in the vicinity of Restaurant 43. **Resolved** Agreed. Cllr Plummer agreed to provide details and costs to the next meeting.

102-13/4 Future Agenda Items: None.

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1. Further discussion about the village Christmas lights
2. There was an update regarding the highway issue at junction of Moors Close and Heckfords Road.
3. The Chairman noted that the Essex Association of Local Councils had presented Great Bentley with the Essex Village of the Year 2013 certificate together with a commemorative gavel. Cllr McWilliams was thanked for her sterling work in this regard.

APPENDIX A

**Report of the Parish Clerk
Meeting of Great Bentley Parish Council on 3 October 2013**

1. Station Car Park

Since the Council's last meeting when I was asked to replace the 'blackboard' style sign at the entrance of the car park with a professional sign, I have met with TDC's Car Parks Operations Manager to seek advice. I subsequently discussed the matter with the recommended sign maker and am ready to place an order for a new sign.

You will recall that Friends of the Green suggested that the £500 donation from Fund-Raising Wednesdays on the Green might be used to improve the appearance of the entrance to Station Car Park. I met with the TDC's Horticultural Services Manager to discuss options. His advice is to thin-out the elms on the left that have self-seeded, remove the ash on the right, dig-up the roots and rotivate the verges. He suggested that both sides are maintained as grass verges with posts and rope to delineate the verge from the entrance road. This work should be achieved within the £500 budget. If agreed, I will progress as outlined.

2. Allotments – Renewal of Annual Agreements

Demands for the renewal of annual allotment agreements have been circulated during September and a steady stream of fees from the allotment holders continue to be received. An unsuccessful attempt was made this year to convert this task to an electronic process. I now have the worst of both worlds with a half manual and half electronic system.

I can confirm that of the Parish Council's 47 allotments, a number of which have been sub divided resulting in a total of 67 plots of varying sizes, there are currently three vacant plots.

3. Complaint Relating to a Council Contractor

Further to the initial letter of complaint and my response, the Council received a Freedom of Information request for information relating to this matter. After obtaining advice about disclosure requirements I have responded providing the information requested.

4. New Dog Bin, Plough Road
Tendring DC informs me that the new dog bin on Plough Road that the Parish Council requested is scheduled to be installed w/c 23-09-13 and will be routinely emptied thereafter.
5. Village Post Box
I am informed by Royal Mail that the task to replace the post box on Plough Road is now in the hands of its contractors & engineers and it will hopefully not be long before it is installed although unsurprisingly, Royal Mail has stopped short of committing to a firm date.
6. Children's Play Area
With one thing and another I have yet to obtain the three quotations for a replacement play slide requested by the Council.
7. Highway Defects
Further to consultation with Cllr McWilliams, I made an approach to the Highway Ranger service to see if they would address a couple of the more serious highway defects in the village. I received a positive response but have yet to learn whether they will rectify the defects.

Kevin Harkin
Clerk to Great Bentley Parish Council

APPENDIX B

| | | | | | | Agenda Item 097(a) | |
|---|------------|-----------------------------|------|--|-----------------|--------------------|-----------------|
| <u>Items of Expenditure for Approval 3 October 2013</u> | | | | | | | |
| Date | Cheque No. | Payee | Code | Description | Total (ex VAT) | Vat | Total (inc VAT) |
| 03/10/13 | SO | Mr K Harkin (mth 6) | A010 | Clerks Salary | 827.31 | | 827.31 |
| 03/10/13 | 10167 | Mr K Harkin | A017 | Training, Travel & Subsistence | 102.66 | | 102.66 |
| 03/10/13 | DD | E.ON | L010 | Energy | 303.13 | 17.25 | 320.38 |
| 03/10/13 | DD | Talktalk | A065 | CRC Rent, Equip, Maint & General Costs | 36.76 | 7.35 | 44.11 |
| 03/10/13 | 101368 | GBVH (Hall Hire) Oct '13 | A065 | CRC Rent, Equip, Maint & General Costs | 21.30 | | 21.30 |
| 03/10/13 | 101368 | GBVH (CRC Hire) 1-31 Oct'13 | A065 | CRC Rent, Equip, Maint & General Costs | 184.44 | | 184.44 |
| 03/10/13 | 101369 | Mr M Dorling (49) | B010 | Play Equip.repairs & Maint/Inspections | 40.00 | | 40.00 |
| 03/10/13 | 101369 | Mr M Dorling (50) | G010 | Grass Cutting/Green(inc.Gas oil for Tractor) | 196.00 | | 196.00 |
| 03/10/13 | 101369 | Mr M Dorling (51) | G030 | Environmental /Trees/Pond/Standpipe | 160.00 | | 160.00 |
| 03/10/13 | 101370 | Mr R McWilliams | A013 | Village Caretaker | 69.24 | | 69.24 |
| 03/10/13 | 101371 | EALC | A100 | Subscriptions | 55.00 | | 55.00 |
| 03/10/13 | 101372 | Landscape Services | C040 | Allotments fencing and access | 1,325.00 | 265.00 | 1,590.00 |
| 03/10/13 | 101373 | PKF Littlejohn (audit) | A026 | Audit Fee | 300.00 | 60.00 | 360.00 |
| 03/10/13 | 101374 | Bruce Landscapes | B010 | Play Equip.repairs & Maint/Inspections | 855.00 | 71.00 | 1,026.00 |
| 03/10/13 | 101375 | Affinty Water | G030 | Environmental /Trees/Pond/Standpipe | 126.17 | 43.21 | 169.38 |
| 03/10/13 | 101376 | MTM Plant & Sales | D014 | Gt B Show - Toilet Hire: Not budgeted | 210.00 | 42.00 | 252.00 |
| | | | | TOTALS | 4,812.01 | 605.81 | 5,417.82 |

Great Bentley Parish Council

PLANNING COMMITTEE MEETING

Minutes of the Meeting held on 3 October 2013

Present: Cllr J. Hills (Chair), Cllr B. Herbert, Cllr L. McWilliams, Cllr K. Plummer, Cllr R. Taylor and Cllr P. Balbirnie.

036-13/4 Apologies for absence: Cllr Edwards, Cllr Warder and Cllr Wright all forwarded their apologies.

037-13/4 Declarations of Interest: Cllr Taylor declared an interest in planning application 13/01094/TCA.

038-13/4 Minutes of Last Meeting: The minutes of meeting held on 5 September 2013 were proposed by Cllr Balbirnie and seconded by Cllr Hills and agreed as a true record.

039-13/4 Planning Applications. To consider planning applications, the summary details of which are set out in the table below.

| Planning Reference No. & Email Link | Application Details | Address/ Location | Comments |
|--|---|---|--|
| 13/00937/FUL Mr Terence Vowles | Installation of raised deck area to the side of existing static mobile home (10 Lakeview). | Bentley Country Park Flag Hill Great Bentley | This application was considered at the September meeting. |
| 13/00944/LBC Mr R Macdonald | Repairs and alterations including insulation to external walls of Grade II listed farmhouse | Crabtree Farm Colchester Road Great Bentley | This application was considered at the September meeting. |
| 13/00981/FUL Mr S Brazier | Erection of a general purpose agricultural building (addition to building approved under 09/01340/FUL currently under construction). | Land opposite Bush Farm Hall Road Great Bromley | This application was not considered as it is not in Gt Bentley |
| 13/01006/FUL Mr & Mrs Morton | Change of use of part of existing barn to form food storage (including retention of shed and covered area) ancillary to 'The Barn Cafe' A3 use. | The Barn Cafe Carpenters Farm St Marys Road Great Bentley | No objection and no comment |
| 13/01046/TCA Mr Don Pearson | Reduction of 8 No. Holm Oaks. Tree 1 - reduce height by 2m, reduce width by 3m. Tree 2 - reduce height by 2m, reduce width by 4m. Tree 3 - reduce height by 3m, reduce width by 3m. Tree 4 - reduce height by 1m. Tree 5 - reduce height by 2m, reduce width by 2m. Tree 6 - reduce height by 3m. Tree 7 - reduce height by 2m. Tree 8 - reduce height by 2m, | Goodwyns, The Green Great Bentley | No objection and no comment. |

| | | | |
|---|--|--|--|
| | reduce width by 2m. | | |
| 13/01044/FUL Chisbon Solar Farm Limited - Mr S Rademaker | Erection of an 18m high electricity pole adjacent to Transmission Tower 61. | Carpenters Farm St Mary's Road Great Bentley | Proposed Cllr McWilliams, seconded Cllr Herbert and Resolved: to request that a visual impact assessment is carried out and an explanation as to why it needs to be located where proposed and what other sites have been considered. |
| 13/01094/TCA Mr Robert Taylor | Rowan - self-sown - remove, root system destroying neighbours fence and height shading house and reducing solar gain. Holly - self-sown - remove, density and proximity to pond reducing light and fouling water. Silver birch - self-sown - cut back by 50% or remove, height overshadowing garage. | Dominica Moors Close Great Bentley | Cllr Taylor left the meeting for this item. No objection and no comment. |

The Chair agreed to consider the two planning applications listed below in order that the Parish Council has an opportunity to comment before the closure of the public consultation exercise.

| | | | |
|-----------------------------|--|--|------------------------------|
| 13/00992/FUL Mr C Morris | Part 2 storey and single story extension to form offices. | Red Lion PH The Green Gt Bentley | No objection and no comment. |
| 13/01079/LBC Mrs D Irwin | Alterations to existing ancillary buildings to St Mary's Hall to convert them into an annexe accommodation to the property | St Mary's Hall, St Mary's Road, Gt Bentley | No objection and no comment. |

040-13/4 Correspondence. None.

041-13/4 Planning Matters for Report: None

PUBLIC QUESTION TIME WILL BE FOR A MAXIMUM OF 10 MINUTES ALLOWING 3 MINUTES PER SPEAKER AT THE DISCRETION OF THE CHAIRMAN: