

Meeting of Great Bentley Parish Council

MINUTES of the meeting on 5 September 2013

- Present:** Cllr J Hills (Chair), Cllr R Taylor, Cllr B Herbert, Cllr L Edwards, Cllr G Wright, Cllr Warder, Cllr and Cllr Balbirnie.
- 070-13/4** **Apologies for absence:** Cllr L McWilliams and Cllr K Plummer forwarded their apologies.
- 071-13/4** **Minutes of the last meeting:** Cllr Warder moved the minutes of meeting held on 1 August 2013. These were seconded by Cllr Herbert and agreed as a true record.
- 072-13/4** **Declarations of Interest:**
Cllr G. Wright declared an interest in St Mary's Farm
- 073-13/4** **Information & Reports**
The Chair agreed to move the police report up the agenda. PCSO Barnes presented a summary of the incidents over the past month.
- 074-13/4** **County and District Councillors Reports:**
County Councillor – Cllr R Lord: Cllr Lord's apologies were recorded.
District Councillor – Cllr L McWilliams: In Cllr McWilliams absence Cllr Herbert read out a report she had prepared. The Clerk was asked to circulate a copy to members.
- 075-13/4** **Correspondence:**
- a) Gt Bentley Conservation Group request to procure new grass cutting equipment: It was agreed to consider this matter as part of agenda item 085-13/4.
 - b) Complaint regarding Council Contractor: **Resolved:** The Clerk to respond.
 - c) Complaint regarding allotment site access: **Resolved:** The Clerk to respond.
 - d) Opposition to Bus Shelter on Sturrick Lane Proposal: **Resolved:** to respond advising that GBPC has no knowledge of this proposal and will consider if a proposal is received.
- 076-13/4** **Clerks Report.**
The Clerk presented a summarized version of his previously circulated report, which is attached to the minutes as Appendix A.
- 077-13/4** **Finance Report**
- a) The Clerk invited questions on the monthly expenditure report. Cllr Edwards proposed, Cllr Herbert seconded and it was **Resolved:** to agree the monthly expenditure report, which is attached to the minutes as Appendix B.
 - b) It was noted that budgetary provision exists for the hire of toilets at the Gt Bentley Show.
- 078-13/4** **Village Green Working Party Report:**
Cllr Herbert presented the Green Working Party report a copy of which is attached as Appendix C. The situation with regard to the damage to the green was discussed. Cllr Taylor proposed, Cllr Herbert seconded and it was **Resolved:** to obtain a second quotation for the grass blocks. A proposal to install four bollards to resolve the problems

was not carried.

079-13/4

Other Reports.

- a) Police Incidents Report: This matter was dealt with under item 073-13/4.
- b) Tendring District Ass. of Local Councils: Cllr Taylor presented his report which is attached as Appendix D to these minutes.
- c) Transport Representative: Mr Harry reported that the six month transport meeting is scheduled on 6th September.
- d) Footpaths: Mr Gollifer's monthly report was noted.
- e) Caretaker: Mr McWilliams The monthly report was noted. A comment was made about how tatty the sign at the entrance of the car park is. The Clerk was asked to have it removed and replaced by a professional looking sign. It was noted that there is litter in the ditch adjacent Heckfords Road. The Clerk was asked to ask TDC to remove it.
- f) NAP: Nothing to report.
- g) Village Events: It was noted that there are no events that require GBPC/Police consideration.

080-13/4

Circus Tyanna: Further to some discussion it was proposed by Cllr Warder, seconded by Cllr Taylor and **Resolved**: to agree to the Circus's request to visit Gt Bentley in the autumn. The Clerk was requested to ask the Circus to schedule their visit earlier next year if possible.

081-13/4

Donated Memorial Seats:

Further to a discussion, it was proposed by Cllr Wright, seconded by Cllr Taylor and **Resolved**: to adopt the TDC policy.

082-13/4

Highways

- a) ECC's Highway Verges Maintenance Specification: The Clerk advised that he has complained about ECC's inability to provide a copy of the highway verges maintenance specification. Cllr Balbirnie advised of a fence Weeley Road that is encroaching on highway. The Clerk was asked to notify Highways. Cllr Herbert noted there is a dangerous kerbstone on Plough Road. The Clerk agreed to report this to Highways. Cllr Wright advised of a noisy drain-cover on Station Road. The Clerk noted that he has previously reported this matter to Highways. Further to some persistence he agreed to chase this matter.
- b) Flooding on Thorrington Road – to consider progress: In Cllr McWilliams absence, it was agreed to include this as an agenda item next month.
- c) Dangerous Road – B1027 Thorrington to Flag Hill: Further to a discussion about the recent RTA at this location, the Clerk agreed to write to Highways to arrange a meeting.
- d) Reduced Street Lighting Proposal:
Cllr Taylor advised of the ECC proposal to turn off its street lighting at midnight (12am). Further to a debate, it was agreed to ask the Clerk draft a letter of opposition for the Chairman's signature.

083-13/4

Damage to the Village Green:

This matter was dealt with earlier in the meeting under item 078-13/4.

084-13/4 Grass Cutting Policy on the Village Green around the Spinney:
Cllr Taylor summarized GBPC's position. Cllr Taylor moved and Cllr Warder seconded that the grass should be left un-mown through the year and then clipped once at the end of the growing season. Cllr Balbirnie moved and Cllr Edwards seconded to keep it cut short. Cllr Warder moved and Cllr Herbert seconded that it should be cut as and when at GBPC's discretion. Cllr Taylor withdrew his motion. Cllr Balbirnie then withdrew his motion. **Resolved:** that the grass surrounding the Spinney shall be cut as and when, at the discretion of the Parish Council. This motion was agreed unanimously.

085-13/4 Allotments
a) Cllr Taylor moved, Cllr Wright seconded and it was **Resolved:** to agree the draft deed of access to new allotment site.
b) Further to consideration of the options for the control of vermin at the old allotment site, it was agreed that Cllr Wright would obtain an additional quotation.

086-13/4 Future Agenda Items: None offered in addition to those highlighted earlier in the meeting.

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

A number of observations pertaining to items discussed during the meeting were made.

087-13/4 Exclusion of Public:

Part B

088-13/4 Children's Play Area: Consideration of this matter was deferred to the next meeting. The Clerk was asked to issue a standard specification.

APPENDIX A
Agenda item 076-13/4

**Report of the Parish Clerk
Meeting of Great Bentley Parish Council on 5 September 2013**

1. New Allotment Site Perimeter Fence

Assess arrangements have yet to be formalised

The work erecting a perimeter fence commenced on 22 August and was progressing well and on schedule at the time this report was written.

I received a complaint about the failure to notify the businesses on the Industrial Estate. Members will have received a copy of the complaint and my response.

2. Openreach Highway Works on Heckford's Road

I am in the process of obtaining the two quotations required by BT to include in the claim to repair the damage caused by BT's highway contractor on Heckfords Road.

3. Grass Cutting Policy around The Spinney

Members will have noted the flurry of email correspondence regarding the length of the grass around the Spinney. Arrangements were made to have the 5m swathe of grass that had been left uncut mown. This in turn has generated opposition and this matter has been included as an agenda item for member's consideration later in this meeting.

4. Village Post Box

I contacted Royal Mail twice since the last Parish Council meeting to request an update on progress of installing a post box in Plough Road. As far as I can judge Royal Mail has made no discernible progress in installing a replacement post box on Plough Road. I have been informed that Royal Mail has approved the installation of a replacement post box and are awaiting approval from TDC.

5. Children's Play Area

I have received the third quotation for a replacement play slide requested by the Council and this matter has been included as an agenda item for consideration later in this meeting.

6. Highway Verge Contract Specification

I am still awaiting a satisfactory response to my request for a copy of the contract specification for the ECC highway verge cutting regime. Further to a telephone reminder I have submitted a written complaint Mr Robert Overall, ECC's Deputy Chief Executive who has responsibility for Highways.

7. Pest Control at the Allotments

As requested, two quotations have been sought to address the rat's occupation of the allotments site. This matter has been included as an agenda item for consideration later in this meeting.

Kevin Harkin
Clerk to Great Bentley Parish Council

APPENDIX B

<u>Items of Expenditure for Approval 5 September 2013</u>						Agenda Item 077(a)		
Date	Cheque No.	Payee	Code	Description	Total (ex VAT)	Vat	Total (inc VAT)	
05/09/13	SO	Mr K Harkin	A010	Clerks Salary	£ 853.30		£ 853.30	
05/09/13	DD	E.ON	L010	Energy	£ 303.13	£ 17.25	£ 320.38	
05/09/13	DD	Talktalk	A065	CRC Rent, Equip, Maint & General Costs	£ 31.90	£ 6.38	£ 38.28	
05/09/13	101356	GBVH (Hall Hire) Sept '13	A065	CRC Rent, Equip, Maint & General Costs	£21.30		£ 21.30	
05/09/13	101356	GBVH (CRC Hire) 1-30 Sep'13	A065	CRC Rent, Equip, Maint & General Costs	£ 184.44		£ 184.44	
05/09/13	101357	Mr M Dorling	g010	Grass Cutting/Green(inc.Gas oil for Tractor)	£ 126.00		£ 126.00	
05/09/13	101357	Mr M Dorling	g050	General Repairs/Replacements	£ 114.50		£ 114.50	
05/09/13	101357	Mr M Dorling	g010	Grass Cutting/Green(inc.Gas oil for Tractor)	£ 268.00		£ 268.00	
05/09/13	101357	Mr M Dorling	p010	Repairs and maintenance	£ 90.55		£ 90.55	
05/09/13	101358	Mr B McWilliams	a013	Village Caretaker	£ 86.55		£ 86.55	
05/09/13	101359	Conkers Cutters 31/07/13	g010	Grass Cutting/Green(inc.Gas oil for Tractor)	£ 250.00		£ 250.00	
05/09/13	101359	Conkers Cutters 31/08/13	g010	Grass Cutting/Green(inc.Gas oil for Tractor)	£ 170.00		£ 170.00	
05/09/13	101359	Conkers Cutters	p010	Repairs and maintenance	£ 30.00		£ 30.00	
05/09/13	101360	NFU Mutual	g040	Maint. Mowers & Tractors (incl Insurance)	£ 222.40		£ 222.40	
05/09/13	101361	ICO (data protection registration)	a100	Subscriptions	£ 35.00		£ 35.00	
05/09/13	101362	Came and Company	A090	Insurance	£ 2,189.47		£ 2,189.47	
05/09/13	101363	Moore Fencing Ltd	C040	Allotments fencing and access	£ 2,915.50	£ 583.10	£ 3,498.60	
05/09/13	101364	Office Direct	A028	Post, Print & Stationary	£ 116.76	23.34	£ 140.10	
05/09/13	101365	Mr K Harkin	A028	Post, Print & Stationary	£ 76.67	£ 15.33	£ 92.00	
TOTALS					£ 8085.47	£ 645.40	£ 8730.87	

APPENDIX C

078-13/4

Green Meeting for 09/2013

Those present; Cllrs. L.McWilliams, G.Wright, B.Herbert and contractor M.Dorling

New allotments.

The fencing has been completed and the area has been deep ploughed and levelled.

Southside pitch.

The pitch has been rolled and completed and will now return to village green status and be cut with the Ford and mowers.

Old allotments.

The Clerk has made contact with a pest control company who will give us an estimate to control the rats. The question arose as to why the allotment holders cannot control their own vermin.

BT & Green edges.

BT came to work in Heckford Road in early summer and have not left the verges in the same state that they found them, which will speed up the erosion process if not dealt with. The Clerk with M.D.s assistance is attempting to get some recompense from BT to do the work.

Station Road drive on.

The area from the end of Station Road on to The Green has become worn away over the years of motor-bikes and Show traffic etc. and we discussed laying plastic grass blocks at the PC meeting. A price to do that has now been acquired of, £1850.

The Friends of The Green have asked us to look at this and also the verge along the road toward the Cricket Club, which we left undecided at the last meeting. The options were raised poles alongside the road, three or four bollards or raised kerbs.

Bill Herbert

APPENDIX D
Item 079-13/4b

Great Bentley Parish Council 5/08/13

Report on Tendring District Association of Local Councils 24/07/13

Items of Interest from the last TDALC meeting

Accounts - The Secretary examined Accounts for the year ending 31st March were circulated and members who wished to hold a copy were asked to let the Secretary know so that she could make copies and send them out:

EALC

Mrs Darby introduced herself and Cllr Jackman to those present and said how much they enjoyed attending TDALC meetings, mentioning that this was the best attended of all the Associations of Local Councils in Essex and said that on her first visit some 16 years previously she had received a real grilling and hoped that this would not be the case this evening. **She congratulated Great Bentley on being voted “Village of the Year” and Alresford and Brightlingsea which had been voted best in their categories, adding that the Awards Ceremony had been a great pleasure.** Things covered in her presentation were:

The changes to the Code of Conduct for Councillors and the latest Planning procedures were outlined and said that some 500 Councillors had been trained in these and the replacement of Section 106 by Community Infrastructure Levy (CIL); such training was being rolled out to Associations of Local Councillors and to individual parishes should they make a request for a session.

The General Power of Competence, which only required a Council to have a qualified clerk and had at least six out of ten Councillors elected (including at a by-election) and no more than four out of ten co-opted, gave a Parish Council the ability to challenge the District Council if the Parish believed that it could do something better than the District.

Registration of Community Assets: e.g. the public house or village shop - a parish could register the asset with the District Council so that it could influence the outcome of a closure and disposal and could raise the capital to purchase by selling shares to the residents and the shareholders would then own and run the asset for the community.

Parishes would be able to do electronic banking when the Bill was enacted and EALC would be able to give guidance on procedures to adopt should a parish decide to take this up. EALC would be using electronic

communication more by issuing the monthly bulletin by e-mail, saving some £5,000 per annum, and, perhaps, ask those who wanted to receive a hard copy in the mail to pay a subscription to cover the cost.

The EALC office was moving because Essex County Council was closing the offices they currently occupied and they would be moving shortly to a building in the High Street, Great Dunmow, where everything could be under the same roof and would prove to be less expensive than current arrangements. The Annual General Meeting of EALC was to be in the afternoon of Thursday, 26th September at Foakes Hall, Great Dunmow, when the new Chief Constable and Cllr John Jowers would be present.

A list of parishes with Quality Council Status was to be sent to the Secretary and it was a matter of pride that Essex had more Quality Councils than any other County, although East Sussex and West Sussex between them had a higher number.

Liaison between District Councils and their Associations of Local Councils were not good in some parts of Essex and help and support were lacking in those areas too. Tendring was considered one of the best; conducting open meetings of Cabinet round the district, invitation to Locality Board meeting, and fairly regular liaison meetings being cited as good examples.

Parish input to consideration of planning applications was more arms-length than it was before the change of rules. Neighbourhood Plans, Parish Design Statements, and so on, could be a subject for a future meeting of TDALC at which Sarah Sapsford of RCCE would be an ideal speaker. **It was agreed that an invitation be issued for a future meeting.**

Matters of Concern raised by Members

Wind Turbines - It was reported that the company installing these in the Beaumont area had gone into liquidation and some sites were left prepared but with no installation and that a buyer for the company was being sought so that the works could be completed.

Planning - It was reported that enforcement action had been taken against the owners of the Strangers Public House in Bradfield over caravans being parked on its land without permissions and that the court case had resulted in a fine of £2,000 but the caravans were still there. Also, two householders with long gardens were jointly applying for permission to develop parts of them and the Parish Council was awaiting response from the planning department over its very strong objections.

Pot Holes - Still an issue with most parishes.

Residential Caravans - It was reported that residential caravans parked on owner's land was exercising one parish. It was suggested that the only route which could be taken against such use was if the caravan was causing an obstruction.

Great Bentley Parish Council

PLANNING COMMITTEE MEETING

Minutes of the Meeting held on 5 September 2013

Present: Cllr J Hills (Chair), Cllr R Taylor, Cllr B Herbert, Cllr L Edwards, Cllr G Wright and Cllr Balbirnie.

030-13/4 **Apologies for absence:** Apologies were received from Cllrs L. McWilliams and Cllr Plummer.

031-13/4 **Declarations of Interest:** None received.

032-13/4 **Minutes of Last Meeting:** The minutes of meeting held on 1 August 2013 were proposed by Cllr Herbert and seconded by Cllr Taylor and agreed as a true record.

033-13/4 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
13/00881/TCA Mrs B Adams	1 No. Pear tree- rear garden - reduce	Palfreymans The Green Great Bentley	No objection and no comment
13/00915/FUL Mr R Burgoyne	Two storey rear extension.	1 & 2 Purple Cottage New Cut Great Bentley	No objection and no comment
13/00937/FUL Mr T Vowles	Bentley Country Park Flag Hill Great	Installation of raised deck area to the side	No objection and no comment
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	No objection and no comment

034-13/4 Correspondence. None.

035-13/4 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: