

**Great Bentley Parish Council**  
**MINUTES OF THE MEETING HELD**  
**7 NOVEMBER 2013**

<b>Present</b>	Cllrs; J. Hills (Chair), B. Herbert, C. Warder, L. Edwards, K. Plummer, R. Taylor, L. McWilliams, P. Balbirnie.
<b>PART A</b>	
<b>PUBLIC QUESTION TIME</b>	No members of the public in attendance.
<b>104-13/4</b>	<b>Apologies for absence:</b> Cllr G Wright
<b>105-13/4</b>	<b>Minutes of the last meeting:</b> The minutes of the meeting held on 3 October 2013 were proposed by Cllr Plummer, seconded by Cllr Herbert and agreed as a true record of proceedings.
<b>106-13/4</b>	<b>Declarations of Interest:</b> Cllr McWilliams registered an interest in the role of the caretaker.
<b>107-13/4</b>	<b>Information &amp; Reports:</b> None.
<b>108-13/4</b>	<b>County and District Councillors Reports:</b> a) <u>County Councillor:</u> - Cllr R Lord sent his apologies. In his absence, the Chairman read out his report. b) <u>District Councillor:</u> - Cllr L McWilliams advised members that together with others she is looking forward to the major cycling event coming to Tendring in 2014. Cllr McWilliams noted that she had recently attended a successful emergency planning exercise on Clacton seafront
<b>109-13/4</b>	<b>Other Reports:</b> a) <u>Police Incidents Report;</u> Noted b) <u>Tendring District Association of Local Councils;</u> Cllr R Taylor noted that the minutes to the last meeting have yet to be circulated. c) <u>Transport;</u> Nothing to report. d) <u>Footpaths;</u> Mr Gollifer's report was read out. e) <u>Caretaker;</u> Mr McWilliams report was read out. f) <u>NAP;</u> Cllr Taylor reported that the NAP will be meeting next week. g) <u>Village Events;</u> Details of the Remembrance Day service were discussed. It was noted that the Christmas lights are scheduled to be switched on 29 November by local children.
<b>110-13/4</b>	<b>Correspondence:</b> a) <u>St Osyth Priory Estate Community Liaison Group;</u> Cllr Hills declared an interest. There were no volunteers to become part of the proposed Liaison Group. b) <u>Southend Airport Consultation;</u> <b>Resolved;</b> The Clerk was asked to prepare a letter of strong opposition to the proposals. ci) <u>Gt Bentley Conservation Group email correspondence;</u> Members considered items ci, cii and ciii together. It was noted that this matter has been considered and determined at a previous meeting. <b>Resolved;</b> The Clerk to write explaining the situation. cii) <u>Gt Bentley Conservation Group – The Mowing of the Green (1)</u> ciii) <u>Gt Bentley Conservation Group – The Mowing of the Green (2)</u> d) <u>Neighbourhood Planning Support;</u> The Towns Alive Team letter was considered. Members agreed not to pursue this matter at this time.
<b>111-13/4</b>	<b>Clerks Report:</b> The Clerk summarised the contents of his previously circulated

	<p>report, which is attached as Appendix A to this report.</p> <p>a) It was <b>Resolved</b>; To approve up to £500 expenditure to refurbish the Christmas lights as necessary.</p> <p>b) The Community Resource Centre IT set up was discussed. Due to the on-going difficulties obtaining timely support, it was proposed by Cllr Warder, seconded by Cllr Taylor and unanimously <b>Resolved</b>; To transfer from the current IT support company Webeck Ltd to PC-IT. The Clerk was asked to put arrangements in place with immediate effect.</p>
112-13/4	<p><b>Finance Report:</b></p> <p>a) <u>To approve expenditure for the month</u>; with a couple of minor amendments, the monthly expenditure report, which is attached as Appendix B to this report was agreed.</p> <p>b) <u>To approve requests for non-budgeted expenditure</u>; none this month.</p> <p>c) <u>To receive a budget report</u>; it was noted that the Finance Committee meets on 19 November and a request was made that proposals for grant aid are finalised by that date.</p>
113-13/4	<p><b>Village Green Working Party Report:</b> Cllr Herbert gave a brief verbal update report. There was a discussion about the how recent work has been let. The Clerk agreed to look in to this matter.</p> <p>Approval was given for the erection of signage for the upcoming play Vicar of Dibley and the Methodist Church Autumn Fair.</p>
114-13/4	<p><b>Highways:</b> Cllr McWilliams gave an update of two outstanding matters on Thorrington Road and Sturrick Lane. Cllr Balbirnie raised the outstanding issues at Tye Bridge. <b>Resolved</b>; The Clerk to report to Highway that Heckfords Road adjacent the Green needs a soak-away to drain rain off the road.</p>
115-13/4	<p><b>Station Road Car Park:</b> Consideration was given to the quotation received to improve the signage at the entrance to the car park. It was agreed to seek assistance from Mr Dorling to improve the landscaping at this location. <b>Resolved</b>; To accept the Signs Made Easy quotation using the blue sign option. The Clerk was asked to ensure that the font on both signs should be in the same font.</p>
116-13/4	<p><b>Future Agenda Items:</b> None offered.</p>
<b>PUBLIC QUESTION TIME</b>	<p>None.</p>
117-13/4	<p><b>Exclusion of Public:</b> This was unnecessary as there were no members of public in attendance.</p>
<b>PART B</b>	
118-13/4	<p><b>Construction of Grass Hardstand Area on the Green Opposite Station Road:</b> Consideration was given to the two quotations received. It was proposed by Cllr Warder, seconded by Cllr Balbirnie and <b>Resolved</b>; To accept the quotation from Sanden Construction Ltd and proceed with the work.</p>
119-13/4	<p><b>Replacement Play Slide:</b> Consideration was given to the three quotations received and the budgetary position. It was proposed by Cllr McWilliams, seconded by Cllr Plummer and <b>Resolved</b>; To accept the quotation from Bruce Landscapes Ltd and proceed with the procurement of a replacement play slide.</p>

## Report of the Parish Clerk

### Meeting of Great Bentley Parish Council on 7 Novembers 2013

1. Station Road Car Park

Further to my report in October, I have discussed the car park signage requirements with Signs Made Easy who subsequently submitted a proposal to improve the signage at the entrance of the car park.

Members will recall that Friends of the Green (FoG) made a donation of £500 to the Council in May 2013. This derived from the proceeds of fund raising on Wednesday evenings. FoG indicated that it would like to see the donation used to improve the entrance to the car park.

The two options are to either plant shrubs that will effectively become 'ground-cover' on both sides of the entrance or instead, level and grass the verges erecting a low 'post and rope' type fence to demarcate the verge and the roadway. It will be possible to fund this work from the 2013/14 budget.

2. Village Post Box

I fulfilled my monthly task of writing to Royal Mail asking if a date has been set for the reinstatement of the post box on Plough Road but I have not received a response.

3. Children's Play Area

Quotations to replace the play slide have been received from three companies. This matter will be dealt with under a separate agenda item later in this meeting.

4. Damage to the Green at Heckford's Road

Further to the damage caused during the Openreach works on Heckfords Road earlier this year, I submitted a financial claim to BT based on a quotation I had obtained to repair the Green. I have now received notification from BT that the claim has been accepted and I subsequently issued instructions to have the work undertaken.

5. Circus Tyanna

During the visit of the circus, I took an opportunity to contact the circus owner to suggest that the Parish Council would gratefully accept an appropriate financial donation from the circus. At the end of the circus' visit, a donation of £150 was received with a note advising that the money could be used for reseeding the Green if necessary.

An inspection of the Green reveals that the grass has turned yellow where the circus paraphernalia stood. It appears that a lot of sawdust has been spread around. There was a suggestion that in the past the worst areas have been re-turfed after the circus' visit. I'm not sure that is necessary. Perhaps, just rake over the area and apply a little fertilizer and/or reseeding.

6. Damage to the Green at Station Road

A second quotation to install ground guard plastic grids to an area of 50m<sup>2</sup> has been obtained. This matter will be dealt with at this meeting as a separate agenda item.

7. IT Support

I have experienced further difficulties getting IT support for the Council's current IT support company Webeck. If agreed, I propose to switch from Webeck to PC-IT which is based on Plough Road Ind. Estate. The costs are very similar to existing. There may be a £30/£50 cancellation charge.

Kevin Harkin

Clerk to Great Bentley Parish Council

APPENDIX B

	<b>Items of Expenditure for Approval 7 November 2013</b>				Agenda Item 112(a)	
<b>Cheque No.</b>	<b>Payee</b>	<b>Code</b>	<b>Description</b>	<b>Total (ex VAT) £</b>	<b>Vat</b>	<b>Total (inc VAT)</b>
SO	Mr K Harkin (mth7)	A010	Clerks Salary	728.00		728.00
101377	Mr K Harkin	A017	Training, Travel & Subsistence	59.06		59.06
DD	E.ON	L010	Energy	258.37	51.67	310.04
DD	Talktalk	A065	CRC Rent, Equip, Maint & General Costs	47.75	9.55	57.30
101378	Kier MG Ltd	L020	Call Outs & Repairs	137.71	27.54	165.25
101379	Webeck Ltd	A065	CRC Rent, Equip, Maint & General Costs	41.67	8.33	50.00
101380	HMRC (period 4-6) income Tax and NI	A010	Clerks Salary	1,029.83		1,029.83
101387	Tendring DC	C020	Litter Bins/Dog Bins/Signs	45.00	9.00	54.00
101382	Eastern Waste Disposal Ltd	G030	Environmental /Trees/Pond/Standpipe	104.17	20.83	125.00
101383	Mr M Dorling (52)	G030	Environmental /Trees/Pond/Standpipe	436.00		436.00
101383	Mr M Dorling (53)	G020	Green Reinstatement/Track/Maintenance	139.20		139.20
101383	Mr M Dorling (Sibbons receipt)	G030	Environmental /Trees/Pond/Standpipe	80.90	3.19	84.09
101384	Conkers Cutters	G010	Grass Cutting/Green(inc.Gas oil for Tractor)	200.00		200.00
101384	Conkers Cutters	G010	Grass Cutting/Green(inc.Gas oil for Tractor)	130.00		130.00
101384	Conkers Cutters	P010	Repairs and maintenance	30.00		0.00
101385	Mr R McWilliams	A013	Village Caretaker	86.55		86.55
101386	Mr M Dorling (54)	G030	Environmental /Trees/Pond/Standpipe	120.00		120.00
101386	Mr M Dorling (55)	G010	Grass Cutting/Green(inc.Gas oil for Tractor)	164.00		164.00
101388	Bentley Admin Ltd	A010	Clerks Salary	54.00		54.00
			<b>TOTAL</b>	<b>3,164.21</b>	<b>130.11</b>	<b>3,294.32</b>

**Great Bentley Parish Council**

**MINUTES OF THE MEETING OF THE PLANNING COMMITTEE  
5 DECEMBER 2013**

<b>Present</b>	Cllrs B. Herbert (Chair), L. Edwards, K. Plummer, R. Taylor, L. McWilliams, G Wright and P. Balbirnie. Also in attendance as observers were six members of the public.		
<b>048-13/4</b>	<b>Apologies for absence:</b> Cllr J Hills and C Warder. Cllr Wright indicated that he will have to give his apologies for the next three Planning Committee meetings due to business reasons.		
<b>049-13/4</b>	<b>Declarations of interest:</b> None.		
<b>050-13/4</b>	<b>Minutes of last meeting:</b> The minutes of the Planning Committee meeting held on 7 November were proposed by Cllr Taylor, seconded by Cllr Edwards and agreed as a true record of proceedings.		
<b>051-13/4</b>	<b>Planning applications:</b>		
	<b>Planning Reference No. &amp; Email Link</b>	<b>Application Details</b>	<b>Address/ Location</b>
	13/01220/FUL Mrs W Smith	Replacement garage (following demolition of existing).	Burnside The Green Great Bentley
	<b>Comments:</b> No objection and no comment.		
	13/01233/FUL Mr & Mrs A Firminger	Replacement bungalow (following demolition of existing bungalow).	The Haven Aingers Green Road Aingers Green
	<b>Comments:</b> No objection and no comment.		
	13/01248/FUL Estate of T G Simmons	Erection of 9 dwellings together with associated parking, alterations to vehicular access, formation of access road and all ancillary works.	Land to The rear of Bold Venture Station Road Great Bentley
	<b>Comments:</b> There is great concern locally around the traffic congestion in the area and the impact additional traffic will have. The Parish Council agreed that a Traffic Impact Assessment needs to be carried out. Concerns were raised that Highways do not appear to acknowledge that there is currently a congestion problem. Residents and the Parish Council know the area well and can see there are currently considerable traffic issues in the village, which will be compounded and need to be addressed.		
	13/01271/TPO Mr D Crampton	2 No. Whitebeam - reduce by 30%	51 Birch Avenue Great Bentley
	<b>Comments:</b> Subject to Tree warden comments, no objection and no comment.		
	13/01293/TPO Dr & Mrs Evans- Jones	Front garden; 1 No. Sycamore - remove epicormic growth, clear around service cables and reduce branch over the drive, 1 No. Sycamore - remove epicormic growth, clear around service	The Old Rectory The Green Great Bentley

		cables, reduce branch over the drive and 30% reduction, 1 No. Horse Chestnut - lifting the crown by up to 2m all round	
<b>Comments:</b> Subject to Tree warden comments, no objection and no comment.			
	13/01295/TCA Dr & Mrs Evans-Jones	Rear garden; 1 No. Laurel - 50% reduction, 1 No. Sycamore - reduce/remove the lower branches to give 6m clearance above ground level, 1 No. Cherry - remove lowest right hand side branches, 1 No. Acacia - 30-35% reduction, raising the crown to give 4m above ground level.	The Old Rectory The Green Great Bentley
<b>Comments:</b> Subject to Tree warden comments, no objection and no comment.			
	13/01320/FUL Haynes Building & Development Ltd	Demolition of existing house and construction of three new detached dwellings.	The Corner Cottage The Green Great Bentley
<p><b>Comments:</b> It was moved by Cllr McWilliams, seconded by Cllr Taylor and agreed that the Parish Council objects to this application for the reasons set out below.</p> <p>Due to the close proximity of the Conservation Area the Parish Council would like to see a Landscape and Visual Impact Assessment and an Ecology Report prior to determination; there are concerns regarding sight-lines; the Parish Council requires a Traffic Impact Assessment as there are concerns regarding the road junction the private road Moors Close and Heckfords Road.</p>			

<b>052-13/4</b>	<b>Correspondence:</b>	None
<b>053-13/4</b>	<b>Planning Matters for Report:</b>	None to report
	<b>PUBLIC QUESTIONS</b>	Comments relating to planning application 13/01320/FUL were made by individual four members of public. These comments included some promoting the application and others opposing it.

The next Planning Committee Meeting will be held on Thursday 3 January 2014.