

| Minute Ref. | <b>Minutes of the Meeting of Great Bentley Parish Council</b><br><b>Thursday 4 April 2013</b>   |
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|             | <p><b>Present</b><br/> Cllr B. Herbert (Chair), Cllr G Wright, Cllr L. McWilliams, Cllr L Edwards, Cllr K. Plummer, Cllr P Balbernie, Cllr C Warder (from item 006-13/4 onwards) and K. Harkin (Parish Clerk).</p>  |
|             | <p><b>In Attendance</b> – Essex County Councillor Derek Robinson and 6 electors.</p>  |
|             | <p><b>Public Question Time</b></p> <ol style="list-style-type: none"> <li>1. It was noted that the millennium clock is yet to be repaired. It was explained that efforts are continuing to fix the clock without incurring large expenditure on a routine basis.</li> <li>2. Tye Bridge fence remains unrepaired.</li> <li>3. Footpath from St Mary's Road to the Cinder Path needs attention. Cllr Wright said he would deal with it as soon as the weather conditions allow.</li> </ol>   |
| 001-13/4    | <p><b>Apologies for absence</b><br/> Cllr J. Hills and Cllr R. Taylor.</p>  |
| 002-13/4    | <p><b>Minutes of the last meeting</b><br/> The Clerk was asked to check name of the ground's maintenance contractor referred to in the minutes and amend if necessary The minutes of the meeting on 7 March 2013 were approved and signed as a true record of proceedings.</p>  |
| 003-13/4    | <p><b>Declarations of Interest</b> – <i>Members were reminded that they are required to declare any pecuniary or non-pecuniary interests they might have in relation to items of business on the agenda. They would need to repeat their declaration(s) at the appropriate point in the meeting and leave the meeting room if the interest was a pecuniary interest Unforeseen interests must be declared similarly at the appropriate time.</i></p> <p>Cllr G Wright renting land to farm and Cllr L McWilliams (Caretaker).</p>   |
| 004-13/4    | <p><b>Correspondence</b></p> <ol style="list-style-type: none"> <li>i) Response from Essex Heritage Trust. Noted.</li> <li>ii) Letter from Friends of the Green. Noted</li> <li>iii) Letter from the Citizens Advice Bureau Tendring. <b>Resolved</b>; refer to Cllr Taylor for clarification.</li> <li>iv) Letter from Bentley Admin Ltd. <b>Resolved</b>; to include as an agenda item at next meeting.</li> <li>v) Letter from the Community First Responder Co-ordinator. Noted. <b>Resolved</b>; Clerk to respond.</li> </ol>  |
| 005-13/4    | <p><b>Information and Reports</b> - Requests from Members for additional matters of report or information only to be brought to the attention of the Council - None.</p>  |
| 006-13/4    | <p><b>County and District Councillors Reports</b></p> <ol style="list-style-type: none"> <li>i) <u>Cllr D. Robinson</u>; provided a verbal report reminding about new highways funding. He noted that this is his final meeting as he is retiring. Cllr Balbernie moved a vote of thanks to Cllr Robinson for his loyal assistance over the years.</li> <li>ii) <u>Cllr L. McWilliams</u>; presented a verbal report. Activity has slowed ahead of next month's elections. TDC new annual parking permits are currently being distributed. The permits are now effective from 11am instead of 10am as previously. The Clacton Air Show has confirmed that the Red Arrows will provide a display.</li> </ol> |
| 007-13/4    | <p><b>Clerks Report</b><br/> The Clerk referred to his previously circulated report and précised the contents verbally.</p> <ol style="list-style-type: none"> <li>i) Progress is being made in formalising the access arrangements to the new allotment site. <b>Resolved</b>; to expend up to a total of £1,500 without further reference to formalise these access arrangements.</li> <li>ii) The Council's new website is up and running. The Clerk made a plea for assistance to populate it with information. It was suggested that include a request in the Village magazine.</li> </ol>   |

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|          | <ul style="list-style-type: none"> <li>iii) Work to update and complete the risk assessments has been slow due to other priorities. Agreed to report progress at June meeting.</li> <li>iv) There was a discussion surrounding a request to run a weekly exercise class on the Village Green. Councillors agreed to deal with the request formally and in the first instance, obtain more information.</li> </ul>   |
| 008-13/4 | <p><b>Finance</b></p> <ul style="list-style-type: none"> <li>i) A report prepared by the Clerk outlining the expenditure incurred by the Parish Council since its March meeting was circulated to members. It was noted that the Clerk's salary had been inadvertently omitted. Moved by Cllr L McWilliams and seconded by Cllr G Wright. <b>Resolved:</b> to agree this expenditure report.</li> <li>ii) To approve requests for non-budgeted items – None.</li> </ul>   |
| 009-13/4 | <p><b>Village Green Sub-Committee Report</b></p> <p>Cllr B. Herbert provided a verbal report based on his previously circulated report.</p> <ul style="list-style-type: none"> <li>i) Weather conditions have had an adverse effect on the football pitch refurbishment project. Agreed that a contingency plan is required for the Annual Carnival. <b>Resolved;</b> to write to GBFC to explore options.</li> <li>ii) <b>Resolved;</b> write again to Open Reach regarding 'making-good' damage caused to the Green by contractors.</li> <li>iii) There was a discussion about the Council's strimming work including objections about the decision and how it was taken. Proposed by Cllr McWilliams and seconded by Cllr Wright. <b>Resolved;</b> <ul style="list-style-type: none"> <li>a) To contact Conkers informing that the letting of the strimming work will be started over again.</li> <li>b) Prepare an ITT based on RamseyParkeston's. Need contractors to provide an hourly rate.</li> <li>c) Contact Landscape Services and invite them to bid for the work.</li> <li>d) Identify a third company to invite to bid for the work.</li> </ul> </li> <li>iv) <b>Resolved;</b> to purchase a new grease gun for tractor etc.</li> <li>v) Cllr Herbert noted that it will be necessary to replace three water tanks on the allotment site shortly. It was noted that action is being taken to address the issue of vermin on the allotment site.</li> <li>vi) <u>New Allotment Site</u>; Confirmation from Mr Irwin that he is satisfied with the boundary marking posts is still awaited. Cllr Wright agreed to contact Stanford's to ask to clarify situation for Mr Irwin. Proposed by Cllr Warder and seconded by Cllr Wright. <b>Resolved;</b> <ul style="list-style-type: none"> <li>a) The Clerk was asked to check standing orders for value of tenders etc.</li> <li>b) Ask Stanford's to produce an ITT for materials and erection of a perimeter fence. Price for metal and concrete posts.</li> </ul> </li> <li>vii) Discussed the issue of large heavy vehicles driving through the new car park. It was agreed to monitor the situation. The resident living in the house adjacent to the car park has asked for a fence to replace his hedge. Materials will cost £280 plus labour. Deferred, no decision taken. Agreed that it needs further consideration.</li> </ul> |
| 010-13/4 | <p><b>Annual Parish Meeting and Parish Council AGM</b></p> <p>Agreed to invite representatives from each of the organisations that the Council has grant aided to make a brief presentation (3-5 minutes) to update on what they have used the Council grant to fund and summarise their future plans.</p> <p>Agreed to check that it is possible to hold the parish meeting on same day as elections e.g. 2 May 2013. <b>Resolved;</b> To reschedule both the Annual Parish Meeting and the Parish Council AGM from 2 May to the closest convenient date and publicise immediately.</p>  |
| 011-13/4 | <p><b>Highways</b></p> <p>With regard to the list of possible projects to apply for Highways funding, it was suggested that there may be more chance of success if individuals made the applications to the Highways Department as opposed to the Parish Council making the bids. Further to discussion the projects</p>  |

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|          | <p>were allocated as set out below.</p> <ul style="list-style-type: none"> <li>a) Kerbing at Tye Bridge – Cllr P. Balbernie</li> <li>b) Kerbing at Dead Lane, Southheath – Mr D Gibbon</li> <li>c) Improvements to Heckford Road layby – Cllr J. Hills</li> <li>d) Install a Hampton Gate on the Cinder Path – Dismiss as it is not a Highways matter.</li> <li>e) Safety Improvement works to A133/Heckford Road junction – The Clerk</li> <li>f) Improvements to the footpath from Thorrington Road to Brook Farm – Cllr G. Wright</li> </ul> <p>The Clerk was asked to write the first house on left on Heckfords Road asking if it would be possible to cut-back the hedge in order to improve motorist's sightlines.</p>  |
| 012-13/4 | <p><b>Allotment Site Land</b></p> <p>The Clerk provided a verbal update of the progress made including the issue of right of access to the new allotment site.</p>   |
| 013-13/4 | <p><b>Other Reports</b></p> <ul style="list-style-type: none"> <li>a) <u>Police Report</u>; The incidents listed below were recorded in Great Bentley for March <ul style="list-style-type: none"> <li>- Theft from motor vehicles in Station Rd and Weeley Rd - (Catalytic Convertors taken)</li> <li>- Nuisance neighbour - The Path</li> <li>- Suspicious circumstances - Weeley Road - (Males pulling cable from underground)</li> <li>- Nuisance Youth - Station Road - (Railway Station)</li> <li>- RTC - Thorrington Road and Flag Hill.</li> </ul> </li> <li>b) <u>Tendring District Association of Local Councils</u>; No report</li> <li>c) <u>Transport Report</u>; It was noted that there will soon to be an additional bus service from Gt Bentley to Clacton.</li> <li>d) <u>Footpaths Report</u>; Nothing to report.</li> <li>e) <u>Caretaker's Report</u>; Written report previously circulated.</li> <li>f) <u>NAP</u>; Meeting next week.</li> <li>g) <u>Village Events</u>; None.</li> </ul> |
|          | <p>Signed: ..... Chairman<br/> Date: .....</p> <p><b>Public Question Time:</b></p> <ol style="list-style-type: none"> <li>1. The Clerk was requested to write a letter of thanks to Cllr D. Robinson for his assistance.</li> <li>2. An update on post box was requested. It was noted that the Clerk has spoken to someone at Royal Mail and was assured that this matter is in hand.</li> <li>3. There was an enquiry about the vermin and fencing issues on the established allotment site. An assurance was provided that action is being taken to address these matters.</li> <li>4. It was noted that the village is to get a publically accessible defibrillator sponsored by Co-Op.</li> </ol> <p><b>The next Parish Council Meeting will be the Annual General Meeting and this will be held on Friday 10 May 2013 immediately after the Annual Parish Meeting.</b></p>   |

**4 April 2013**

**Present**

Cllr B. Herbert (Chair), Cllr G Wright, Cllr L. McWilliams, Cllr L Edwards, Cllr K. Plummer, Cllr P Balbernie, Cllr C Warder (from item 006-13/4 onwards) and K. Harkin (Parish Clerk).

**In Attendance** – 2 electors.

**Public Question Time** – None.

**001-13/4 Apologies for absence**

Cllr Hills, Cllr R Taylor.

**002-13/4 Minutes of the last meeting**

The minutes of the last meeting on 7 March 2013 were proposed by Cllr McWilliams seconded by Cllr Wright agreed and signed as a true record of proceedings.

**003-13/4 Declarations of Interest** – *Members were reminded that they are required to declare any pecuniary or non-pecuniary interests they might have in relation to items of business on the agenda. They would need to repeat their declaration(s) at the appropriate point in the meeting and leave the meeting room if the interest was a pecuniary interest Unforeseen interests must be declared similarly at the appropriate time.*

Cllr G Wright expressed an interest in application ref. ESS/10/13/TEN and left the meeting while that item was considered by members.

**004-13/4 Planning Applications considered:**

| <b>Planning Reference No. &amp; Email Link</b>                 | <b>Application Details</b>   | <b>Address</b>   | <b>Resolved unanimously</b>            |
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| 13/00302/TCA<br>CV and JM<br>Pettican                          | 7 Lime Trees - reduce by 30%.  | The Anchorage,<br>The Green,<br>Great Bentley          | <b>No objection</b>                    |
| ESS/10/13/TEN<br>AO Poole & Sons<br>and George Wright<br>Farms | Application for a new planning permission to replace consent ESS/21/08/TEN in order to extend the time limit for implementation. | Lufkins Farm,<br>Thorrington<br>Road,<br>Great Bentley | <b>No objection</b>                    |
| 13/00330/TCA Mrs<br>A Cordell                                  | Landscaping work to assorted trees (30 off) inc. crown/thin/tidy/remove.   | Alpenrose,<br>Weeley Rd,<br>Great Bentley              | <b>Village Tree Warden to consider</b> |
| 13/00319FUL Mr &<br>Mrs Hellen                                 | Proposed addition to dwelling  | 23 Birch Av,<br>Great Bentley                          | <b>No Objection</b>                    |

**005-13/4 Correspondence** – Site visit letter

**006-13/4 Planning Matters for Report** – The site visit by TDC's planning Committee on 27 March 2013 was noted.

Business having been completed the Chairman closed the Meeting at 7.35pm.  
The next Planning Committee Meeting will be held on Thursday