

## **Minutes of Great Bentley Parish Council Planning Committee Meeting 7.10pm, Thursday 2<sup>nd</sup> February 2012 in the Village Hall**

### **Present**

Cllr Hills (Chair), Cllr Herbert (Vice-Chair), Cllr Warder, Cllr Balbirnie, Cllr Plummer, Cllr Wright and Kate Mayhew (Clerk)

**In Attendance** – Approximately 11 electors.

**9. Apologies for absence** – Cllr Hills - late

### **10. Declarations of Interest –**

Members were reminded that they were required to declare any personal or prejudicial interests they knew they might have in items of business on the meetings agenda. They were reminded that they would need to repeat their declaration at the appropriate point in the meeting and to leave the room if the interest was a prejudicial one. Unforeseen interests must be declared similarly at the appropriate time.

### **11. Public Question Time –**

**12. Minutes - RESOLVED:** That the decisions recorded at the last Meeting on 5<sup>th</sup> January 2012 be approved and signed as a correct record. Proposed by Cllr Warder and Seconded by Cllr Plummer.

### **13. Planning Applications**

<b>Planning Reference No.</b>	<b>Application Details</b>	<b>Address &amp; PC Comments</b>
12/00063/FUL	Single storey extension to form kitchen/diner.	2 Onslow Villas, GB.  Application is an improvement on existing property.
12/00076/TCA	Fell large tree in rear garden, fell Silver Birch in front garden.	Meadowsweet, The Green GB  Mick Dorling advised TPO on all trees at property. Clive Dawson to be involved.
12/00060/LUEX	Existing Lawful use application for erection of single storey dwelling and use as a single dwelling house.	Woodfield Bungalow. Colchester Road, GB.  It is an exstg building, slightly bigger. No objections.

**All members were in agreement with the comments made on the above applications.**

### **14. Correspondence –**

**15. Planning matters for report** (for information only) - No matters were raised.

**16. Forthcoming meetings** - The next Meeting is scheduled for 1<sup>st</sup> March 2012.

Business having been concluded, the Chairman closed the meeting at 7.49pm

Signed: o o o o o o o o o o o o o o . Chairman

Date: o o o o o o o o o o o o .

**Minutes of Great Bentley Parish Council Meeting**  
**7.30pm, Thursday 2<sup>nd</sup> February 2012 in the Village Hall**

**Present**

*Cllr Warder, (Chair), Cllr Herbert (Vice-Chair), Cllr Hills, Cllr Wright, Cllr Balbirnie, Cllr Plummer and Kate Mayhew (Clerk)*

**In Attendance** – *Approximately 13 electors and PCSOs Les Barnes & Rachael Oscroft.*

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

- 18. Apologies for absence** – *Cllr Taylor, Cllr McWilliams and Cllr Edwards.*
- 19. Minutes** – *RESOLVED: That the decisions recorded at the Meeting on 5<sup>th</sup> January 2012 be approved and signed as a correct record. Proposed by Cllr Wright, Seconded by Cllr Plummer and signed by the Chairman.*
- 20. Declarations of Interest** – *Members were reminded that they were required to declare any personal or prejudicial interests they knew they might have in items of business on the meetings agenda. They were reminded that they would need to repeat their declaration at the appropriate point in the meeting and to leave the room if the interest was a prejudicial one. Unforeseen interests must be declared similarly at the appropriate time.*

*Cllr Warder – Football Club and Carnival*

- 21. Police Report** – *PCSO Les Barnes read out the report.*

Theft from motor vehicle -	Laburnum Close - (Wheel trims taken)
	Pine Close - (Wheel trims taken)
	Forge Lane - (Motor bike gloves taken)
Fight -	Thorrington Road
Burglary Dwelling -	Birch Ave
	Shair Lane
Shop Lifting -	Plough Road - (Tesco)
Assault -	Plough Road - (School children)
Criminal Damage -	Thorrington Road - (Notice board damaged)
Theft Other -	The Green - (Pharmacy)
RTC -	Dead Lane

*Cllr Herbert spoke with PCSO Barnes regards the vandalism done to the Thorrington Road NB. PCSO Barnes advised no crimes or anti-social behaviour were being reported and their hands were tied unless reports were given. **Clerk to ask Parish Magazine to put a notice in regards intimidating behaviour and also in the PC article.***

**22. Neighbourhood Plans** – Sarah Sapsford from the RCCE gave a talk on the benefits of NP's which Communities can produce from the 1<sup>st</sup> April 2012. A NP can create local policy which are site specific and cover future development as well as assess the infrastructure. A NP is pro-development and must sync in with the Districts plans as well as National requirement. There are some statutory requirements around producing a plan such as a equality impact assessment and a sustainability appraisal due to the fact that the NP is policy forming. The Parish Council would lead the NP, a consultation process has to be fulfilled and the PC would work in partnership with TDC. Local Parishes can work together to produce a NP. Once produced an independent examiner looks at it to ensure it is legal and once approved a referendum must be carried out. Areas for preservation can also be identified. There is no obligation to produce a NP. There then followed a Question and Answer session with Members. The PC was advised to stay in close contact with the District and be involved with how they produce their LDF. The Meeting was then closed at 8.23pm for a MOP Q&A session. The meeting re-opened at 8.28pm.

**23. Affordable Housing** – Ulrike Maccariello from Hastoe Housing Association gave a presentation on how she felt they could best provide a rural affordable housing scheme in the village for the purposes of shared ownership. Meeting closed at 8.40pm for public questions and re-opened at 8.44pm. Moira Groborz from the RCCE advised that the Parish Council now needs to decide which Housing Association to work with on a potential future development.

**24. Clerks Report – January 2012**

1) I have been liaising with the East of England Ambulance Trust and The Community Heartbeat Trust with regards the additional funding required for the CFR group to be fully equipped post training. I am not getting a very good response from either but I am still working on it. The group can raise their own funds which the EEAT will hold for them in their own individual account. The cost of a de-fibrillator alone will be approx £950.00. Cllr Wright queried when the certified Accounts for the Biker Nights would be available.

2) I have spent some time this month getting the allotment holders details onto a database, contacting them and setting them up with an email group. Most tenants who are online are very glad to be involved with this and have expressed their enthusiasm for being able to liaise with each other this way. We have a rising waiting list again!

Thank you. Kate Mayhew, Clerk to Great Bentley Parish Council

**25. Correspondence – Correspondence Report**

- 1) *Great Bentley Carnival Committee – Permission to use Green and request for WC's. 30/06/2012. **All in favour.***
- 2) *Conservation Group – The Spinney – Chasing an update on when a joint meeting can be arranged. **Clerk to place on March Agenda.***
- 3) *Conservation Group – Local Plan – **Clerk to respond.***
- 4) *Great Bentley Good Neighbours – Donation of £1,000 to QDJ Fund – **Clerk to thank them.***
- 5) *Great Bentley PCC – Donation of £1,000 to QDJ Fund – **Clerk to thank them.***
- 6) *TDC – Pride of Tending Awards Night*
- 7) *Great Bentley Show – Permission to use Green and request for WC's. 1/09/2012 – **All in favour.***
- 8) *Friends of the Green – Damage to the Green from the Circus – **Clerk to reply.***
- 9) *Friends of the Green – Neighbourhood Plan – **Clerk to reply.***
- 10) *BT Openreach – Payment of Wayleave for £2.38.*
- 11) *ECC – Free Compost Bin offer for residents.*
- 12) *Essex Playing Field Association Newsletter*

**26. Information and Reports - Requests from members for additional matters off report or information only to be brought to the attention of the council.**

**27. County and District Councillors Reports**

- i) *County Councillor – Cllr Robinson was not available but advised via email that there was a Meeting of the Full Council next week when budgets are to be discussed. More details next month.*
- ii) *District Councillor – No report other than all TDC Car Parks are to be free of charge after 3pm throughout the year.*

**28. Southside Football Club – The Chairman read a report from the FC on the recommendations for the pitch and the associated costs.**

Great Bentley Football Club has engaged 2 experts to review and recommend a course of action to address the need to make the area of the Southside of the green a safe useable pitch for adult and youth football.

The experts consulted are:

LJR Edwards Sportsturf Management  
Mumby Turf Management (based in Peterborough)

The recommendations are:

- The whole of the playing surface is addressed
- Top surface is burnt off using suitable chemicals
- The turf is then removed
- The surface is rotovated
- In one case the recommendation is for stones to be buried
- Surface levelled (both consultants indicated that no additional top soil would be needed)
- Raked
- Rolled
- Seeded.

This approach has been proved to be effective and, with the advancement in grass seed technology, it has been proven at Brightlingsea Regent Football Club's ground that it is possible for the ground to be suitable for use within 2 – 3 months.

However whilst the plan was to propose starting the work in March, the football club are sensitive to the timing of village events. Given the Jubilee celebrations are at the beginning of June and that no contractor is willing to guarantee the grass will be to the high standard expected by then, it is proposed the work is delayed until Spring 2013. ***Clerk to place on the Agenda as a rolling item as community involvement is required prior to any decisions being made.***

*Cllr Herbert raised an issue from the Green Meeting regards the junior pitch's condition. Re-seeding is required but drilling may be preferable to ensure proper re-growth. Cllr Hills to obtain a price but Cllr Wright proposed that works to the value of £300 be permitted by Members with the FC meeting half the costs. Seconded by Cllr Balbirnie.*

**29. Village Parking/Car Park – No update.**

**30. Community First Responders – Monies guaranteed by the PC to be allocated from the currently unused PCSO budget item. Cllr Hills proposed and Cllr Balbirnie seconded the proposal.**

**31. Finance – Cllr Hills proposed the expenditure and Cllr Wright seconded.**

02/02/2012	101148	K MAYHEW	A010	CLERKS SALARY	£615.64		£615.64
					£		£
02/02/2012	101148	K MAYHEW	A050	POSTAGE	6.75		6.75
					£		£
02/02/2012	101148	K MAYHEW	A025	GIFTS/HOSPITALITY	6.00		6.00
					£		£
02/02/2012	101148	K MAYHEW	A018	TRAVEL AND SUBSISTENCE	11.80		11.80
					£		£
02/02/2012	101149	M DORLING	P080	ALLOTMENT HEDGE CUTTING	32.00		32.00
				REPAIR /MAINTENANCE OF MOWERS	£		£
02/02/2012	101149	M DORLING	G050	ETC	45.45		45.45
					£		£
02/02/2012	101150	GBVH	A060	HIRE OF MEETING ROOM	20.90		20.90
02/02/2012	101150	GBVH	A065	RESOURCE CENTRE RENT	£180.82		£180.82
02/02/2012	DD	E-ON	L010	ENERGY CHARGE	£255.95	£51.19	£307.14
					£		£
02/02/2012	101151	DAVID WEBB	A027	CRC ALARM SYSTEM SERVICE/REPAIRS	79.78		79.78
					£		£
02/02/2012	101152	HMRC	A011	CLERKS INCOME TAX	38.64		38.64
		LANDSCAPE					
02/02/2012	101153	SERVICES	P090	TREE MAINTENANCE	£450.00	£90.00	£540.00
					£		£
02/02/2012	101154	MR R MCWILLIAMS	A013	CARETAKER	69.24		69.24
					£		£
02/02/2012	101155	MR W HERBERT	P100	ALLOTMENT KEYS	18.75		18.75
					£		£
02/02/2012	DD	TALKTALK	A035	BROADBAND CHARGES	16.33	4.09	20.42

**32. Website – General update from the Clerk.**

**33. Allotment Land –** The Chairman gave an update on the current position and the transfer of land is going ahead without any further hold-ups. Cllr Plummer asked about the access to the site. Cllr Herbert advised that the preferred access route was from Plough Road. Clerk is liaising with Wright Ruffell and Aldous Engineering regards access.

**34. Office PC -** I have looked at the costs for a new PC and taking into account Cllr Taylors comments for a lower grade spec and have found the following prices for a 500GB PC:

PC World - PC £369, External Hard Drive £60, Software £154

Ebuyer - PC £369, EHD £90, Software £154

Currys - PC £369, EHD £60, Software £154

PC World offer their 3 year anywhere repair protections for £119 and the costs for altering the website so there is no need for software is £100.

Anti-Virus can be purchased or free downloadable anti-virus can be used as it is currently.

Total cost from PC World is £702.87 and £100 for website alterations. I would request the money be taken from the currently unused allocation for the PCSO. Cllr Hills proposed the Clerk go ahead with the purchase and Cllr Balbirnie seconded. No objections.

**35. Village Green Sub-Committee Report –**

**a) Green Report –**

*Report of Green Maintenance Committee meeting of 28<sup>th</sup> January 2012 7.30pm  
Those present Cllrs.L.McWilliams, L.Edwards, G.Wright and B.Herbert and  
contractors M.Dorling and H.Tweed.*

**Vandalism**

*The notice board at Thorrington Road was repaired by M.Dorling and Simon Woods. It was replaced on Thursday and wrecked on Friday. M.D contacted the Police but other incidents in that area took precedence. Roger Adams has now offered to get Mick an extremely tough piece of Perspex and we will try again. The feeling is that we must work closely with the Police on dealing with this latest outburst of hooliganism and to persuade residents to report if they see things happening. Lynda has reminded us not to mention the names of those involved at the meeting.*

**Parking on the Green**

*There has been parking on the wet grass between the Cricket Club and Station Road, we would like The Clerk to write letters which we could deliver by hand when necessary. Clerk to arrange.*

**Junior Football Pitch**

*The surface of the Junior pitch has become a muddy mess in a very short time, newly sown grass does not seem to grow as we would expect it to. This is a problem that needs a solution before we take the surface off the southside pitch.*

**Ford tractor**

*The problems with the wheel of the Ford will not be cheap to resolve as there seem to be no 2<sup>nd</sup> hand wheels available for that model. The suggestion is that we work with it as it is in the hope we will find one. Cllr Wright & Cllr Herbert to source repair/replacement to a maximum of £200.*

**b) Planning -**

**36. Other Reports**

**a) Tendring District Association of Local Councils –** No report this month.

**b) Transport Report .** No report this month.

**c) Footpath Report –** No report this month.

**d) Caretaker Report –** Report for the month of January 2012

*The play area - good order- not a lot of litter for the time of the year. The Spinney and pond both in good condition. Recycling Centres clean and tidy and well used. The recycle bin for metal cans near the station was taken away for repairs, still not returned yet. All notice boards are in good order with up to date information with the exception of Thorrington Road, yet again. The only Fly tipping to date is again along Frating Abbey Farm Road and has an asbestos water tank along with other waste.*

**e) NAP Report –** No report. Clerk to send details/emails for

- f) **Village Events requiring Police Attendance – Diamond Jubilee/Carnival/Village Show – Clerk to request police attendance.**

*Business having been concluded, the Chairman closed the meeting at 9.30pm*

*Signed: ..... Chairman*

*Date: .....*

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*None*

***The next Parish Council Meeting will be held on Thursday 1<sup>st</sup> March 2012 in the Village Hall.***