

GREAT BENTLEY PARISH COUNCIL**Full Council Meeting August 2021**

The Minutes of the Full Council Meeting of Great Bentley Parish Council held on Thursday 5th August 2021 at The Community Resource Centre Plough Road Great Bentley Colchester CO7 8LG commencing at 19.50 hours.

<u>PRESENT:</u>	
<u>CHAIRMAN:</u>	Councillor Mrs P Dennitts
<u>COUNCILLORS:</u>	Councillor R. Adams; Councillor L Edwards; Councillor P. Harry; Councillor B Herbert; Councillor J Hills; Councillor K Plummer; Councillor R Taylor; Councillor G Wright
<u>CLERK TO THE COUNCIL:</u>	Mrs D Humphris
<u>ALSO PRESENT:</u>	Essex County Councillor Alan Goggin, Tendring District Councillor Mrs L McWilliams, Essex County Council School Organisation Officer Kevin Wilby and a colleague and seven members of the public.

<u>08/21.072</u>	<u>APOLOGIES FOR ABSENCE</u> None
<u>08/21.073</u>	<p><u>DECLARATIONS OF INTEREST:</u> <u>Councillors Edwards and Plummer</u> declared a personal non pecuniary interest in agenda item 4 (Increase in school places). <u>Councillor Adams</u> declared a personal non-pecuniary interest in the payments as he is related to Mr Dorling who undertakes work on behalf of the Parish Council. He declared a further personal interest as Trustee and Vice Chairman of the Village Hall. <u>Councillor Herbert</u> declared a personal non pecuniary interest in matters relating to the Football Club.</p>
<u>08/21.074</u>	<u>PUBLIC PARTICIPATION</u> None
<u>08/21.075</u>	<p><u>ESSEX COUNTY COUNCIL – INCREASE IN SCHOOL PLACES</u> Essex County Council’s School Organisation Officer Kevin Wilby gave the Council information as follows:</p> <ul style="list-style-type: none"> - To present ECC views on school places. No views, comments or decisions are needed at this stage - With substantial additional development in and around Great Bentley there is pressure on school places. The school is full and children from the Village are having to attend schools outside the Village. - Forecasting necessary school places is done by monitoring GP registrations and looking at trends which have been affected by COVID and Brexit with more people choosing to move away from large towns and cities into more rural areas. - ECC are aware that there is currently a large pre-school cohort and that pressure on school places in Great Bentley is forecast to increase. - Various options are being considered including sending children to other schools but ECC’s preference is ‘local schools for local children’. - The preferred option is to expand existing school to 2 forms of entry which would double the size of the school resulting in 430 pupil places in total.

	<ul style="list-style-type: none"> - A viability study being undertaken but there are many obstacles to overcome as access is tight; the road is small and impeded by the railway line; there are already congestion issues around school times. Mitigating all or any of these issues would be very costly and may not be possible at all. - A new site/school is not considered viable because of cost which could extend to millions of pounds. <p>Councillors asked questions around sustainability, traffic issues and s106 funding which they felt should be targeted at 'school places' in line with increasing development.</p> <p>Mr Wilby advised that successful pilots of 'Park and Stride' schemes had proved successful in encouraging walking and reducing traffic impact outside school. It was agreed by councillors that regular liaison on developments is important, and it was RESOLVED that all councillors wished to be involved in liaison meetings going forwards. Mr Wilby advised that he is happy to organise meetings when required and left the meeting with his colleague.</p>
08/21.076	<u>MINUTES OF THE LAST MEETINGS (previously circulated)</u>
	<p><u>RESOLVED (unanimously):</u> that the minutes of the following meetings held virtually on 6th May 2021 (previously circulated) should be signed by the Chairman as a true record of those meetings:</p> <ul style="list-style-type: none"> a) The Annual Parish Meeting. b) The Parish Council Meeting (amended to show Councillor Herbert as present)
08/21.077	<u>MINUTES OF THE PLANNING COMMITTEE MEETING (previously circulated)</u>
	<p>The minutes of the Planning Committee meeting held virtually on 6th May 2021 were received and acknowledged.</p>
08/21.078	<p><u>WORKING PARTY REPORTS</u></p> <p>The Green – working party report (previously circulated) (Appendix 'A') was accepted by the Council and actioned as follows:</p> <ul style="list-style-type: none"> a) <u>Floodlights at the main Football pitch</u> RESOLVED: to approve the Football Club's request for floodlights with wear and tear of the Green to be monitored during normal use and particularly difficult weather conditions. (Councillor Herbert abstained from voting) b) <u>Works to the Path</u> RESOLVED: to ask County Councillor Goggin to chase Essex County Council Highways for a resolution to The Green and The Path which has been left in a poor state by ECC workmen. c) <u>Request for scaffold on The Green:</u> approval ratified d) <u>Seat outside Greenhurst:</u> RESOLVED: to send a letter of thanks to the volunteer who re-furbished this. Action Clerk e) <u>Tractor maintenance:</u> Purchase of 2 new tyres ratified. f) <u>Cricket Club Memorial Seat:</u> Action Clerk to chase suppliers for repairs under guarantee to this newly installed seat. g) <u>New Allotments Site:</u> Action Clerk to organise clearing of overgrown grass etc.

08.21/079	FINANCE																																				
	<p>a) RESOLVED: to approve the payments made for June and July 2021 (previously circulated) Appendix B</p> <p>b) RESOLVED: to approve the list of payments for August 2021 (previously circulated with corresponding invoices). Payments to be made by cheque drawn on the Co-op Bank account for this month only as the new Clerk does not yet have bank log in details.</p> <table border="1"> <thead> <tr> <th colspan="3"><u>AUGUST 2021 PAYMENTS</u></th> </tr> </thead> <tbody> <tr> <td>Great Bentley Village Hall</td> <td>Office rental</td> <td>224.20</td> </tr> <tr> <td>Landscape Services</td> <td>Grasscutting</td> <td>936</td> </tr> <tr> <td>TMB</td> <td>Aug and Sept Monthly ICT contract</td> <td>255.36</td> </tr> <tr> <td>R McWilliams</td> <td>Village Caretaker</td> <td>69.24</td> </tr> <tr> <td>GBVH</td> <td>Allotments Water Sep 20 – July 21</td> <td>206.83</td> </tr> <tr> <td>Glasdon</td> <td>New Bin</td> <td>254.77</td> </tr> <tr> <td>MD Tyres</td> <td>Tractor tyre 2nd wheel</td> <td>62.40</td> </tr> <tr> <td>Michael Dorling</td> <td>Grasscutting and maint.</td> <td>762.66</td> </tr> <tr> <td>ACC</td> <td>Weld repair mower</td> <td>54</td> </tr> <tr> <td>Staff costs</td> <td>Salary/Pension/PAYE</td> <td>2945.01</td> </tr> <tr> <td>DD Verilocation</td> <td>VL Fleet</td> <td>12</td> </tr> </tbody> </table> <p>c) Bank reconciliation. It was noted that no details are available as the new Clerk cannot yet access online banking. A Co-op bank statement received in the post confirms a balance of ££60741 as at 19th July.</p>	<u>AUGUST 2021 PAYMENTS</u>			Great Bentley Village Hall	Office rental	224.20	Landscape Services	Grasscutting	936	TMB	Aug and Sept Monthly ICT contract	255.36	R McWilliams	Village Caretaker	69.24	GBVH	Allotments Water Sep 20 – July 21	206.83	Glasdon	New Bin	254.77	MD Tyres	Tractor tyre 2 nd wheel	62.40	Michael Dorling	Grasscutting and maint.	762.66	ACC	Weld repair mower	54	Staff costs	Salary/Pension/PAYE	2945.01	DD Verilocation	VL Fleet	12
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08.21/080	CLERK'S REPORT. The Clerk reported as follows. The PCSO shared with Alresford Parish Council has been signed off work until 25 th August. The Police continue to do 'drive arounds' when possible and the Chairman of Alresford is pushing for a suitable alternative to cover the long-term absence of the existing PCSO.																																				
08.21/081	NEW SALT BIN BIRCH AVENUE A resident of Birch Avenue has requested a new bin to be situated outside number 80. It was agreed that Councillor Wright will investigate the suitability of the site and report back to the next meeting. Action: Councillor Wright.																																				
08.21/082	PARKING ON THE VILLAGE GREEN Discussion took place about the ongoing problem of parking on the green and it was agreed that no action was needed at the present time.																																				
08.21/083	QUEEN'S PLATNUM JUBILEE BEACONS JUNE 2022: RESOLVED (unanimously) to revert to previous plans for V.E. Day and to re-form the organising group and ask for ideas and proposals.																																				
08.21/084	CANCER ESEARCH CHARITY DAY 4TH SEPTEMBER 2021: RESOLVED: to acknowledge the proposal received for this Charity Day to be held at The Plough with children's activities on The Green opposite.																																				

<u>08.21/085</u>	<u>BEST KEPT VILLAGE SIGNS: RESOLVED (unanimously)</u> that the signs should be sited as follows: <ul style="list-style-type: none"> - 1 sign to District Councillor McWilliams for Aingers Green - 1 sign to recycling bins area -
<u>08.21/086</u>	<u>EALC AGM (Virtual Meeting 23rd September 10am) RESOLVED (unanimously)</u> that the Clerk to the Council should attend the meeting on behalf of Great Bentley Parish Council.
<u>08.21/087</u>	<u>REQUEST FOR A MEMORIAL BENCH OPPOSITE THE THATCH. RESOLVED:</u> to approve this request. <u>Action Clerk:</u> To liaise re organising bench/receiving funds for the bench.
<u>08.21.088</u>	<u>DISTRICT AND COUNTY COUNCILLOR REPORTS</u> <u>Action Clerk:</u> Ensure agenda item for these reports at future meetings. County Councillor Alan Goggin talked through his report as per Appendix C District Councillor Lynda McWilliams submitted a written report (previously circulated) (Appendix D and added to the report as follows: Details held of how to fund Special Constables – maybe an option re absent PCSO
<u>08/21.089</u>	<u>PUBLIC PARTICIPATION</u> <u>Speeding and parking:</u> A member of the public was concerned that she had raised her worries about speeding and parking in the Village in April this year and had been advised that the situation was to be monitored for 6 months. She had been in touch with the Local Highways Panel and has been advised that no action could be taken without evidence of events or accidents. The Chairman advised that this matter would be an agenda item for the September meeting to see what could be done. <u>Action Clerk.</u> <u>PCSO and Speed watch.</u> A member of the public emphasised that the Village are missing the PCSO and asked whether the previous Speed watch volunteer group could be re-instated. <u>Play Area:</u> A question was raised about when the play area would be re-instated now that COVID restrictions have been lifted. <u>Action Clerk:</u> to organise re-instatement of play equipment <u>Village Magazine</u> – County Councillor Goggin presented a cheque from the Community Reach funding for £500 to help with printing for the Village Magazine.
<u>08.21/090</u>	<u>EXCLUSION OF THE PUBLIC AND PRESS</u> <u>RESOLVED:</u> In accordance with the Public Bodies (Admission to Meetings) Act 1960 s 1(2) the public and press shall be excluded from the meeting by reason of the confidential nature of the business to be transacted.
	<u>Part 'B' MINUTES</u>
<u>08.21/091</u>	<u>CLERK'S FINAL PAY</u> The details of the previous Clerk's final pay including payment for Time off in Lieu and Overtime had been circulated and it was <u>RESOLVED</u> to formally approve this payment made in July 2021.

<u>08.21/092</u>	<p><u>APPOINTMENT OF THE NEW CLERK</u> <u>RESOLVED:</u> to appoint Denise Humphris as the new Clerk with the following terms: Start Date 1st August 2021 Hours 35 hours per week. Monday-Friday 9am-4pm. Office opening hours Monday Tuesday and Thursday 9am-4pm Annual Leave 22 days Salary: NALC salary scales Fixed point SCP 24 for annual review. Annual salary £27118 (monthly pay to be approved at the meeting prior to payment i.e., August salary approved at August meeting and paid on a fixed date monthly – requested 20th monthly) Entry to the LGPS with effect from 1st August 2021.</p>
<u>08.21/093</u>	<p><u>ACCIDENT/INJURY INSURANCE CLAIM</u> Councillors were updated with regards to an insurance claim relating to a slip/fall in March 2020 advised to the Council in October 2021. All correspondence is being dealt with by the Insurance company (BHIB on behalf of AVIVA) and everything received is being forwarded to them. The Clerk has received a questionnaire from the claim investigator appointed by AVIVA asking for details of various records relating to accident reports, maintenance, and inspection records none of which have ever been kept by the Council. It was <u>RESOLVED:</u> to ask the Clerk to complete the form and to await instructions from the insurance company as to any actions with regards inspection and maintenance that needed to be taken in the future.</p>
	<p><u>Signed</u> CHAIRMAN: _____ Date _____ <u>SIGNED 2ND SEPTEMBER 2021 BY COUNCILLOR MRS P DENNITTS</u></p>

APPENDIX A: The Green Working Party Report submitted 21st June 2021 (ref min no: 08/21.077)

Meeting held at The Pond 23rd May 2021 at 9am

Those present were Cllrs. P. Dennitts, R. Adams, P. Harry and B. Herbert and Council Contractor M. Dorling.

Floodlights at the main Football pitch.

We discussed the proposal and the majority of us felt that bright lights and noise after dark were not compatible with the village green. We felt that the pitches already suffer from excessive overuse in the wintertime. There are also many complaints about loud swearing from the players.

Works to The Path.

ECC workmen have left The Green bordering The Path in a poor state. There are many large stones in a wide area and much clearing up to do.

Pitch repairs

The main football pitch and the junior pitch have no more games left to play and have had the goalmouths repaired. If the bill for payment comes to the P.C. then it needs to be passed on the Football Club.

Playing has now resumed

Cadent

The reply from Stamfords implies that full payment cannot be guaranteed.

Two trees en-route will be too close to the dig, making map incorrect.

Cadent have erected signs stating work will begin on 14 July at the Southside Track. Have we received any notification?

One single house connection.

Mrs. XXX

Has requested to erect a scaffold on the Green for her building work. We were impressed by her letter and could see no reason to refuse.

Fair on the Green.

We would suggest Cllr. Adams deals with R.H.Summers as per usual and the P.C. decides the eventual fate of the money at a later date, in the absence of a carnival.

Repairs and upkeep.

We inspected several of the seats which need painting and some carpentry work with the intention of starting a maintenance program. Some work is also required to narrow up the most easterly entrance of the SS Track. Perhaps some kerbing.

The seat outside Greenhurst was removed from its position by the householder of Bow Cottage, The Green, CO7 8LX and returned with new feet professionally welded on and timber and metal work cleaned and painted, and all for no charge. I feel a letter of thanks from us may be in order.

Tractor maintenance

The tractor has required one new front tyre and the other is badly cracked. We decided to get the remaining one replaced also. ***We now have a serious oil leak from the engine and our mechanic is about to inspect it***

July Report 2107 No meeting this month

The litter bin opposite The Plough was seen to be on fire one morning and was extinguished by a passing lorry driver, but not before the top was ruined.

Cricket Club

The seat in memory of Geoff Wright has been fixed in the position decided by the Green Committee and Cllr. Edwards. ***Job done. Has since become damaged.***

SS Track

Livertons have loosened the surface of the track, relayed it and rolled it. As usual there were some complaints from residents.

Motorbike night

It may be brought up by those concerned with the bikers that they are not happy with the youth teams either playing or practicing on the southside pitch on Wednesday evenings. In 2014 the Football Club spent £7000 plus to level that pitch and we did everything we could to help. If they feel they have to be there on that evening to protect their investment from trucks, bikes and cars we cannot ask them to move.

Seat in Plough Road

Reports have come in that the seat has been swallowed up by the hedge, I am sure we can deal with that. ***Job done***

New allotments

The grass on the site has grown to a point where it has become a fire hazard. The P.C. Chair is dealing with. ***Still in a hazardous state***

APPENDIX 'B' PAYMENTS/INVOICES JUNE 2021 AND JULY 2021 (Ref Min. No. 08/21.078(a))

JUNE 2021 PAYMENTS		£
Bin Shop	Litter Bin	323.72
M Dorling	Various grass cutting and maint.	610
GBVH	Office rental	224.20
Landscape Services	Grass cutting	912
Lyreco	Stationery	44.53
R McWilliams	Village Caretaker	69.24
Mrs K Paradise	Expenses re Zoom	28.78
Sibbons	Road cones	70.56
Signs made easy	Various signs	370.08
TMB	Monthly ICT support and software	127.68
Staff costs	Salary /Pension/Tax/NI	1199
Direct Debits		
Talk Talk	Telephone	41.15
Verilocation	VL Fleet	12
JULY 2021 PAYMENTS		£
Tendring District Council	Annual Play Inspections	55.14
GBVH	Office rental	224.20
Landscape services	Grass cutting	1392
TMB	2 X monthly ICT support/software	127.68
R McWilliams	Village Caretaker	69.24
Tendring Signs	Herbicide Applied signs	24
Philip Liverton Ltd	Southside track works	1800
Glasdon	Bench and fixings	1377.89
W Herbert Bentley Fencing	Post mix	26.40
Md Tyre and Exhaust Centre	Tractor Tyre	75
Staff Costs	Final Pay/Pension/Tax/NI	3625.58
Direct Debits		
Verilocation	VL Fleet	12
Haven Power	Streetlights	350.02
Castle Water	Allotments Water	161.75

APPENDIX 'C' County councillor report (Ref: Min. No. 08/21.088)

July 13. Full Council meeting. Chelmsford Athletics Centre. Social distancing. AG spoke on value of ECC pension fund. **Now asset value at £8.7 BILLION!** 172,000members. 2020 paid out £258 MILLION. Very secure at 97.2% funding level. Good for ratepayers.

July 19. COVID 19 briefing. Latest statistics for Essex. Better than UK averages.

July 22. AG chairs "Places" scrutiny ctte. Chelmsford full council. Broadcast live to public via Youtube. 3 of 4 Cabinet members now met and discussed work programme for next few years.

July 23 2021. Executive meeting at Colne Community College. Update on site improvement. **At £6.5 million plus it is the biggest spend on education in our area.** An investment in the future of our children. Many Great Bentley residents will have children attending. AG attends with Education Portfolio Cabinet member and his deputy plus several other Councillors with Colne principal. Builders tour. Very impressive.

<p>July 26. Meeting face-to-face with buddy at LHP. Discuss updates in my division. This includes ideas from Alresford re B1027. Some interesting recommendations which may eventually be asked to be presented.</p> <p>Sadly I passed the road accident on Sunday with the quad bike. It looked horrible and very sobering.</p>
<p>July 27. AG first full meeting of all Chairman of scrutiny boards [4]. Over next few years major subjects to be scrutinised include global warning and highway repairs. Devolution too!</p>
<p>July 28. All member briefing. Broadband champions discussed. There are 260 in Essex. Anybody in Great Bentley? Update on Superfast to Ultrafast.</p>
<p>May 27 2021. Member initiative relaunched. £10,000 available. Discuss what was learnt last time but also fresh opportunity to look at next local needs.</p>
<p>Public right of way. Nice to hear that walkway bridge repaired by Tendring Rangers. Good report from Luke. Thanks for patience</p>
<p>Speed survey. LHP update. I can now confirm that they speed and volume survey has been ordered for Plough Road, just south of the junction with The Paddocks. The surveys will most likely take 6-8 weeks before the results are returned to me, and I will share them with you once I have received them. With regards to the carriageway roundels, Karen has informed me that she will have a discussion with the developer to see whether this is possible. I am sure she will liaise with the Parish Council once we are aware of timescales.</p>

APPENDIX 'D' District councillor report (Ref Min. No. 08/21.088)

TENDRING'S LOCAL PLAN - SECTION TWO

Following a two week Public Hearing regarding Section two of the Local Plan, the Planning Policy and Local Plan Committee at its meeting on Tuesday 29th June, noted the recommended series of main modifications the Inspector has put forward.

The Inspector's modifications have been published for the six week public consultation. This will allow for any final comments on the proposed changes. The responses will then go directly to the Planning Inspector, and a final report will come back to allow the Full Council to formally adopt Section Two of the Local Plan.

It is hoped people will look at the Inspector's modifications and have their say.

The consultation finishes at 5pm on Tuesday, 31st August.

SWIM SAFE IN THE SEA - SAFETY LESSONS

Safe swimming in the sea lessons is returning to the district this summer.

Swim Safe, is a national practical outdoor water safety programme which was developed by Swim England and the RNLI, it teaches children water awareness among the waves and is backed by the Tendring Water Safety Forum.

Tendring District Council (TDC) is funding the sessions and its swim instructors will run the classes, which are open to those aged 7 to 14 years of age.

The public sessions will be held at Martello Beach, Clacton, with four sessions each day from the 16th to the 20th August.

To sign up go to www.swimsafe.org.uk

PLANNING APPLICATIONS TO BE SHARED WITH TOWN AND PARISH COUNCILS BY EMAIL

Details of planning applications made to Tendring District Council (TDC) are now being shared with local councils via email instead of post.

More than 2,000 planning applications are processed each year by planning officers, and complete details of every application are now publicly available on the council's website.

WORLD'S BEST CYCLING TEAMS WILL BE HEADING TO COLCHESTER AND CLACTON FOR THE 2021 WOMEN'S TOUR

Twelve of the world's top 15 cycling teams will be among those in action at this year's Women's Tour, the UK's most prestigious women's cycle race, from Monday 4th to Saturday 9th October.

Colchester and Clacton will host the penultimate stage of the Women's Tour, which will see the teams race from the historic castle town to the Essex Sunshine Coast on Friday 8th October.

FLIGHT TIMES FOR CLACTON'S 150th ANNIVERSARY FLIGHTS

The Red Arrows and Battle of Britain Memorial Flight will grace the skies over Clacton on two days this summer as the town celebrates its 150th anniversary.

The timings of the flights are as follows:

Thursday 26 August

14:45 – 15:00 BBMF

15:15 – 15:45 Red Arrows

Friday 27 August

12:45 – 13:15 Red Arrows

13:30 – 13:45 BBMF

REFERENDUM TO BE HELD REGARDING ALRESFORD'S NEIGHBOURHOOD PLAN

Alresford residents are to cast their votes in a ballot on a proposed Neighbourhood plan for the village.

A neighbourhood plan is a blueprint to shape planning policy within a local area, allowing residents to directly shape where they live and work for the future.

Alresford's draft neighbourhood plan, prepared by the parish council, has been through several stages of consultation, and been found sound by an independent Planning Inspector following an examination hearing; local residents now need to vote on the plan.

To read more about the draft Alresford neighbourhood plan visit www.tendringdc.gov.uk/planning/local-plans-and-policies/community-led-planning/alresford-neighbourhood-plan.

HOUSEHOLDS ARE BEING ASKED TO CONFIRM THEIR VOTER INFORMATION

Residents are now receiving letters from Tendring's Electoral Registration Office for updates on the information it holds – to ensure those who are eligible to vote are registered.

POLICE STREET MEETS

Tomorrow the Police will be in the village from 2.30, in the Village Hall car park to carry out a Street Meet, residents can meet them in the village hall car park, but the main aim is for the police to meet residents when they go on a walkabout to then speak to residents, or for residents to speak to them.