**Great Bentley Parish Council**

*Clerk and Responsible Financial Officer to the Council: Jennifer Spear*

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**Minutes of the Full Parish Council Meeting held on 5th January 2023 The Village Hall, Plough Road Great Bentley Colchester CO7 8LG**

Present: Cllr. P. Dennitts (Chair) Cllr. B. Herbert Cllr P. Harry Cllr. L. Edwards Cllr. A. Clarke Cllr. K. Plummer Cllr. R. Adams

In attendance: Mrs Jennifer Spear (Clerk) and 20 members of the public.

**01.185.23 To Receive and approve any Apologies of Absence**

Apologies were received from Cllr R. Taylor; these were accepted by the council.

Cllr G. Wright was absent.

**01.186.23 To Receive any declarations of Interest**

Cllr R. Adams declared an interest in Agenda item 01.191.23j.

Cllr k. Plummer declared an interest in anything related to the village hall (committee member), also Agenda item 01.201.23e.

Cllr P. Harry declared an interest in agenda item 01.191.23.j.

These were noted by the council.

**01.187.23 Minutes of the Extraordinary Meeting from the 19th December 2022 meeting (previously circulated) to be approved and signed.**

**Resolved** Cllr L. Edwards proposed that these were a true record of the meeting, Cllr. R. Adams seconded and these were signed by the Chair.

**01.188.23 Public Participation session with respect to items on the agenda and matters of mutual interest (time limited to 15 minutes)**

MOP - discussed agenda item 01.201.23.h**,** they have asked if the PC will renew their objection on the appeal to support the residents**.**

MOP – discussed agenda item 01.201.23d, they have asked for the support of the Parish Council to object to the proposed changes. Cllr McWilliams advised that comments can be added up until the 24th. Another MOP have added that the relocation of Tesco’s moving has brought up a lot of strong feeling in the community, also suggested that the Uber Salon are looking to move over there. Cllr. R. Adams advised that Uber are looking at a secondary location not that they will be moving their main premises.

Cllr McWilliams advised that she could call this into committee as it is a separate planning application in for this one.

**01.189.23 Footpath Diversion**

To discuss meeting dates for January for Cala Homes

**Resolved** Cllr. R. Adams proposed that Cllr K. Plummer arranges some proposal dates with the other interested parties, and then this can be confirmed with Cala Homes, seconded by Cllr A. Clarke, all in favour.

 Action – Cllr K. Plummer with the Clerk

**01.190.23 Clerk’s Report**

* Reported that Cllr. P. Dennitts with the clerk have implemented a new database which shows all tasks that are currently ongoing, from the next meeting the clerk will provide a report that will detail all these tasks.
* Allotments £173 total short, chaser emails have been sent for those outstanding payments, all payments have been reconciled and the spreadsheet is up to date, Cllr. B. Herbert offered to support the clerk with these outstanding payments if needed.
* Payment received from UK power networks of £190.61 – old wayleave payment.
* Clerk reported that she did 10 hours overtime in December, as of the 1st February she will begin her 23 hours per week as she will have left Manningtree.
* Coop have received our banking mandate change request.
* Clerk has full access to unity banking and has begun the process of removing the old clerk.
* New electricity suppliers have been contacted (2) waiting for quotes to be returned.
* There is a payment outstanding for Plummer Electrical from last months banking, there is only Robert who can do it; therefore, we need an extra signature onto the account, Cllr. P. Dennitts offered to be added to the account.
* Received the agreed tax base from Tendring District Council today, this means that the Great Bentley Precept increase, due to the increased amount of residents in Great Bentley it means that the Great Bentley residents are paying less this year.

**01.191.23 Finance**

1. **To review the monthly financial bank reconciliation**

As at the 30th November there was a total of £140,601.26 in the Co-operative account and as of the 30th December there was a total of £34,920.10.

**Resolved** Councillors all agreed that this is correct, reports signed by Cllr L. Edwards.

1. **To agree the yearly membership for CVST at a cost of £25**

**Resolved** Proposed by Cllr L. Edwards to agree to the yearly membership renewal, seconded by Cllr K. Plummer all in favour. Action - Clerk

1. **To agree the yearly membership for RCCE at a cost of £60.50plus VAT**

**Resolved** Proposed by Cllr l. Edwards, seconded by K. Plummer all in favour.

 Action - Clerk

1. **To note the updated Pay Scales received from NALC for the year 2022/23**

**Resolved –** these were noted by the council

1. **To approve new payments for January in accordance with the 2022/23 budget – please see attached payments list**

Cllr L. Edwards questioned the duplicate payment for the tractor GPS, the clerk explained that due to a change in company trading name back in October the invoice structure changed, so the clerk had been paying by bank transfer but they continued to take out a direct debit payment from the Co-op account due to not having access for that yet and the reconciliation being a month behind just from paper statements this was not picked up until after the December meeting for the November payment and then there will be a second duplicate payment that has come out in December that will be on the next statement that the clerk also has paid by bank transfer. The GPS company will not be taking the direct debit payments for the next two months to make up for the over payment.

**Resolved** Proposed by Cllr L. Edwards and seconded by Cllr A. Clarke, all the council in favour of making the payments. Action – Clerk

1. **To discuss quotes received for the Flag Hill Noticeboard and to agree action.**

**Resolved –** Proposed by Cllr R. Adams to go with the recommended noticeboard by the Clerk, seconded by Cllr K. Plummer all councillors in favour. Action – Clerk

1. **To note the additional information for the final budget and precept request for 2023/24, including any movements to be added to Reserves.**

**Resolved –** these were noted by the council

1. **To note that the new clerk has applied for debit card for the Co-op bank account, continuing the process previously agreed.**

**Resolved –** these were noted by the council

1. **To discuss the quote received for the new Computer setup**

**Resolved –** Cllr P. Harry proposed to accept the quote and for new computer set up, seconded by Cllr L. Edwards – all in favour. Action – Clerk

1. **To note the possible price increases for room hire based on the rising cost of electric.**

**Resolved –** these were noted by the council

* + 1. **The Green Working Group**

To note Green Working Group Report, including damage to the allotment taps.

**Resolved –** the report and the damage has been noted by the council.

**01.193.23 Environmental Working Group**

a) To note the Environmental Working Group Report

**Proposals:**

1. **To agree a date with the Council before the February meeting with Christopher Blomely about the CACF – Climate Action Challenge Fund,( a £20,000 grant available for environmental projects).**

**Resolved –** Cllr R. Adams proposed that the council should meet with Christopher Blomely before the February meeting as he is arranging a separate meeting for the village hall and the Parish council can then attend for this separately, seconded by Cllr A. Clarke All in favour. Action Cllr R. Adams

1. **Biodiversity – Cllr Dennitts will stake out the area and propose the Cllrs go and view it before the February meeting.**

**Resolved –** Cllr P. Dennitts will stake this area out on The Green and invite the Cllrs to go and see it before the next meeting. Action Cllr P. Dennitts

1. **Carbon capture – Tree planting initiatives, to propose the clerk writing to local landowners/farmers to ask them if they have spare capacity for planting trees.**

**Resolved –** Cllr K. Plummer proposed that the clerk can carry this out, Cllr R. Adams seconded all in favour. Action – Clerk

* 1. **To discuss amending the EWG Terms Of Reference, to add: “To share relevant information**.”

**Resolved –** Proposed by Cllr P. Harry to add this in, seconded by R. Adams – all in favour. Action – EWG

**01.194.23 Speed Indicator Device**

Cllr P. Dennitts advised that she will be applying for the license before they can go up. The order has not been paid for as they cannot be put up until the license has been agreed, (the price includes installation as well).

**01.195.23 Standing orders**

**Proposal:** To discuss and agree proposed updates to the Standing Orders previously

Circulated

**Resolved -** Deferred over to next month

**01.196.23 Adult Gym Equipment**

This was previously agreed as part of the play area update, however the S106 funds available at the time were incorrectly reported by TDC and so this element was dropped. There is no allowance in the 2023/2024 budget for this project so it will require external funding if it is to move ahead.

Proposal:

1. **For the PC to agree in principle to the installation of adult gym equipment.**

**Resolved** Proposed by Cllr A. Clarke, Cllr K. Plummer seconded 1 Cllr abstained, 1 not in favour, 5 in favour, motion carried. Action Clerk

Cllr McWilliams advised at this point that she has a health and wellbeing fund with grants becoming available in the new financial year.

1. **For the Clerk to find out from TDC what S106 (or equivalent) is now available and the likely timing of future payments which will be available for this type of project.**

**Resolved** Proposed by Cllr K. Plummer seconded by Cllr L. Edwards, 1 Cllr abstained, 1 not in favour, 5 in favour, motion carried. Action Clerk

1. **For the Clerk to seek other sources of funding which may be applied to this type of project.**

**Resolved** Proposed by Cllr K. Plummer seconded by Cllr L. Edwards, 1 Cllr abstained, 1 not in favour, 5 in favour, motion carried. Action Clerk

**01.197.23 Moor Lodge Utilities**

Proposal:

Clerk to respond to the homeowner informing that the PC are not able to give permission for works on the Green, but that the utilities company will need to notify the PC when they intend to do the works so that agreement can be reached regarding impact to the green, making good and any easement required.

**Resolved** – Cllr P. Harry proposed that the clerk write to the homeowner with the above proposal, seconded by Cllr L. Edwards all in favour. Action Clerk

**01.198.23 Cadent Easement – Weeley Road / Southside Track**

**a)** To note Cllr B. Herbert’s report on Cadent on the Green

**Resolved –** This report was noted by the council.

**b)** Proposal:

That the document is passed to our land agents – Alex at Stanfords for review & comment.

That we seek assurance that:

* all disruption is kept to a minimum
* all making good is to our satisfaction
* the existing tracks across the Green are not disturbed during the works

**Resolved** Cllr P. Harry proposed to accept the above proposal, seconded by Cllr K. Plummer. Action -Clerk

**01.199.23 N0021750-1 P-0099333-0001 Weeley Road Works.** Proposal to agree action and next steps as there has been no easement received.

**Resolved** – This work has been done and completed so this is a retrospective agreement, Cllr P. Harry proposed to get this sent over to Alex at Stanfords and he will liaise with the clerk, seconded by Cllr A. Clarke, all in favour. Action Clerk and Cllr P. Harry

**01.200.23 Land at Jasmine Place**

Proposal:

That the PC respond that this is not PC land, and the enquirer is able to make their own arrangements with Land Registry to have the land registered to their property if appropriate.

**Resolved** Proposed by Cllr P. Harry (this land does not belong to the PC, confirmed by Cllr B. Herbert) seconded by Cllr L. Edwards, all in favour Action Clerk

**01.201.23 Planning/Housing**

**a) To discuss and agree 2 new road names for the new roads, in phase 2 of Admirals Green off Michael Wright Way.**

The council note that this is a strange application to receive when planning permission has not yet been granted for this.

The council discussed a few different names before making a resolution.

**Resolved –** Cllr P. Harry proposed that this decision is left with TDC for them to decide, seconded by Cllr A. Clarke, 1 Cllr not in agreement, 6 in favour, motion carried. Action Clerk

**b)22/02012/TCA, Pathside Cottage, The Path, Great Bentley, CO7 8PN**

Silver birch tree at front of the property. Silver birch tree at rear of the property. Both trees to be reduced by 25%, clear any cables and phone lines, remove all wood and brush.

**Resolved** Cllr R. Adams proposed no comment, Cllr P. Harry seconded all in favour.

**c)22/02055/FULHH, Barley View, Sturrick Lane, Great Bentley, CO7 8PT**

Proposed two storey side extension.

**Resolved** Cllr P. Harry proposed no comment, (no public comments to date and no one will be overlooked), seconded by Cllr L. Edwards, all in favour.

**d) 22/02011/FUL, Admirals Farm Heckfords Road Great Bentley Colchester**

Proposed revised application for the construction of a new mixed-use building consisting of medical wellness and polyfunctional facilities (Use Class E (e), retail (Use Class E(a)) and professional services (Use Class E (c)(i)) alongside associated vehicle access, parking, and landscaping.

After much discussion, Cllr P. Harry advised that this is a lot of reasons to object to the planning application including that this is a substantial piece of land which is outside the village boundary, the planning application suggests there are already local services outside of the village boundary so this is not new, (the PC refute this) , there are 154 new builds proposed to the east, 136 to the south, and 110 to the north so it does make any sense to move shops out of what is and will remain the centre of the village.

There is no punitive impact statement for the traffic junction which will see an increase of at least 1200 vehicle movements over that junction. Where are the unloading facilities? The number of employees needed for the proposed facilities there are not enough parking spaces which will increase parking on the curved residential street, and the overflow will then go out onto Heckfords road which creates another problem. (As known by the current parking at the Methodist church). How is an articulated lorry going to fit down the curvy road without hitting parked cars. Cllr R. Adams argued that the access map and statement about parking and access is not good enough.

**Resolved** Cllr P, Harry proposed to object, seconded, and amended by Cllr R. Adams that the application is also called in by Cllr McWilliams, all in favour.

 Action – Clerk and Cllr P. Harry

**e) Retrospective Planning application - 22/01601/FUL, The Grange Heckfords Road, Great Bentley** – the erection of a building for storing machinery, materials and ancillary domestic/leisure use, all related to the existing property.

Cllr K. Plummer left the meeting at this point.

Cllr P. Harry asked does a building that has jumped up from 6.5 m high to 8.5m in a private garden at this height still comply with policy SPL3? Also if this gets approved this makes a mockery of the planning system, due to what has happened in this instance, with the applicant putting in planning for a smaller building then built something a lot bigger, tried to put in a variance to his original plan after Cllr McWilliams reported the change to enforcement as it was being built. This was rejected and so a whole new retrospective application has had to made. Cllr McWilliams has called this application into committee.

**Resolved –** Cllr P. Harry proposed to object to the retrospective planning application, Cllr A. Clarke all in favour Action Clerk and Cllr P. Harry

**f) 22/01376/DOVO5 Application Closed 06.12.2022, Land to The South of Michael Wright Way**

Delegated Decision - Deed of variation under TCPA 1990 Section 106A of the terms of the Unilateral Undertaking (UU) dated 5th September 2016 linked to outline planning permission 16/00133/OUT - location of the approved equipped play area for this development has moved.

**Resolved -** The council has noted this movement from the south side to the north side.

**g) 22/01769/FULHH, Approval – Full - Gable Farm, Aingers Green Road, Great Bentley**

Erection of 1no dormer window and hip to gable enlargement.

**Resolved -** The council has noted this approval.

**h) 22/00286/FUL, Appeal against refusal - The Moors, The Green Great Bentley**

Proposed construction of three new houses, new garages and access, (Appeal Reference APP/P1560/W/22/3307385)

The Parish council discussed this at great length, Cllr P. Harry advised that the developers have already received a letter from the PC advising them that they have no access over the green. The PC originally objected to the application and these objections will be passed on with the appeal. At this point a member of the public advised that although the PC did object to the original application the objections were not put on the application.

**Resolved** Cllr P. Harry proposed that the parish council add an objection to the appeal against the refusal and also take legal advice now to make sure the PC have something in place to stop anyone taking illegal access across The Green, seconded by Cllr A. Clarke all in favour.

 Action Clerk and Cllr P. Harry

**i)22/02072/FULHH, 3 De Vere Estate Great Bentley Colchester Essex**

Proposed drop kerb with vehicular access along with driveway and parking to property front.

**Resolved** Cllr R. Adams proposed no comment, seconded by Cllr L. Edwards, all in favour

Cllr P. Dennitts would like the council to note the work of Cllr P. Harry at looking into the background of the planning applications, as it is very much appreciated by the Parish Council.

**01.202.23 Reports from District and County Councils** (ECC Alan Goggin, TDC Lynda McWilliams)

Councillors’ reports were circulated to the Parish Council prior to the meeting.

Cllr McWilliams wanted to add that she is going to be distributing the Tendring Community fund which may be able to support the new Gym Equipment, when funding opens in the new financial year.

Cllr Dennitts asked if both councillors were happy for their reports to be added to the website, which they both agreed to.

* + 1. **Council Reports:**

**a)Footpath report**

To note the resignation of David Golifer as Footpath Officer effective from 31/03/23, and to agree advertising for a replacement.

**Resolved –** Cllr P. Dennitts proposed that the Parish Council would like to note the hard work of David over the years with his contribution to the village. Proposed advertising in the village magazine for a new footpath officer. Action – Cllr P. Dennitts

**b)Caretaker’s Report**

Circulated prior to the meeting

The clerk advised that today the play area had been vandalized, four black covering plates have been ripped off from the toddlerzone climbing frame. The replacement parts have been ordered.

**c)PCSO Crime Report**

Circulated prior to the meeting

**d)Tree Wardens Report**

Circulated prior to the meeting

The report arrived too late before the meeting to go through before so will be deferred to the next meeting.

**e)2023 Elections – To discuss the plan for promoting the 2023 Parish Council elections using noticeboards, shops, and leaflet drops**

Cllr P. Dennitts has created an election poster, for distribution, forwarded to the council prior to the meeting.

**Resolved** – the council were all very supportive in putting this out there as soon as possible, all in favour. Action – Clerk and Cllr P. Dennitts

**f)Annual Parish Meeting - For the Clerk & Chair to begin preparation for the APM in line with last year’s meeting.**

Cllr P. Dennitts advised that she has arranged for a speaker for the meeting, Christopher Blomely, and that we have received a second nomination for the award. This is the first year the Council have received nominations in Advance.

**01.204.23 Highways & Transport Reports:**

Nothing to report

**01.205.23 Training/Events**

**a) Reports on attended events**

Clerk reported that she attended her second CiLca training session.

**b)Nominations for new events**

Cllr P. Dennitts and Cllr L. Edwards are booked onto the Windfarm Briefing update on 1st Feb 2023.

Cllr Dennitts and the clerk are booked onto the elections training with EALC on the 24th Jan 2023

To discuss the clerk attending the allotment training at the EALC at a cost of £85. **Resolved** all the council in favour of the clerk attending this.

**01.206.23 Information Exchange/Items for next agenda**

* Cllr L. Edwards and Cllr p. Harry want to add the War Memorial, adding new engravings and also the maintenance.
* Cllr P. Harry – recycling facilities, due to the expansion of the village what are the new housing developments adding for this, Cllr A. Clarke advised that the Environment Working Group have discussed this and so far, Taylor Wimpy have advised that they cannot see this being an issue but wanted to stress that in the longer term it would be down to TDC to ensure they are emptied and maintained. Cllr Talbot has been emailed at TDC about this and we are awaiting on a reply.
* Cllr R. Adams – The Standing Orders

**01.207.23 To confirm date and time of next meeting**

**Resolved** that the next Parish Council meeting is to be held on Thursday 2nd Feb 7:00pm**.**

**01.208.23 Public Open Forum** (Maximum 10 minutes)

* MOP discussed planning application 01.201.23d, he states that the original application for the drs surgery states that the building cannot be used for any other purpose, so wondered if this then stops him applying for a change of use? As the developer has put footings in does this maintain the original planning pre-conditions too? Cllr McWilliams advised that there is no reason why this cannot be used towards their objection.
* MOP asked if Cllr G. Wright had come back with an answer about the land that was gifted for the doctors Surgery, however Cllr P. Dennitts advised that that is not a Parish Council, and the Parish Council do not have an answer for this at this time.
* MOP asked about a pothole at the top of Morello close, this section belongs to highways (the rest is a private road) this was noted 2 years ago by Cllr Goggin, and it still has not been fixed. The MOP advised that she cannot report it online using the report it tool, so Cllr Goggin advised her of the telephone number that can be used to report it as well.
* MOP wanted to thank the Parish Council for not increasing the precept and being able to reduce it (due to the new builds) in this time of austerity.

There being no further business the Chair closed the meeting at 8:57pm

………………………………………………………signed …………………………………………..date