



COLCHESTER ASSOCIATION OF LOCAL COUNCILS

Minutes of the Colchester Association of Local Councils meeting held on Thursday 3rd. MARCH 2016 at 7pm in the Marks Tey Village Hall

Present: Cllr John Gili-Ross (JGR) (Chairman), Robert Johnston Vice-Chairman (RJ) (Myland), Alan Frost (Abberton & Langenhoe), Stephen Scrase (Wakes Colne), Malcolm Bartier (Copford with Easthorpe), Brian Hindley (Dedham), Kate Evans (Marks Tey), Lawrence Alexander (Fordham), Mick Mead (Gt. Horkesley) & Kevin Money (Clerk)

To receive apologies – Chris Boyce (Birch) - Cllr Simon Dougherty (Abberton & Langenhoe) – Neil Lodge – Steve Clark (Little Horkesley) – Alan Walker (Marks Tey) - Messing-cum-Inworth – S. Beeton (Dedham PC).

2) The minutes of the meeting held on 3rd. December 2015 were agreed and signed as a true and accurate record.

3) Guest Speaker – Lisa Hinman and Stephanie Barnes Enforcement Area Manager from North Essex Parking Partnership

JGR introduced Stephanie Barnes and Lisa Hinman from the North Essex Parking Partnership. Stephanie thanked JGR for inviting them to the CALC meeting and went on to give an overview of the organisation.

1. History, role and responsibilities including the Governance arrangements of the North Essex Parking Partnership.
2. Overview of the operational work of the parking partnership's front line, back office and technical support services.

From 2002 until March 2011 on-street parking management and enforcement was delivered separately by the 12 borough, city and district councils through ECC agency arrangements. The Deficit is no longer being supported by ECC and gave notice to districts for arrangements to end 31/03/2011. A project group was established on 1 April 2011 and two new Parking Partnerships were established called North and South Essex Parking Partnership NEPP and SEPP There are three enforcement hubs – Colchester, Braintree and Harlow with one Administration hub, based in Colchester.

Organisational Governance consists of a Joint Committee which supports the operational aspects of the partnership. The Joint Committee membership consists of one member from each borough/city/district and one county member. The NEPP and SEPP Managers' report to the Joint Committee.

Operational functions are divided into divisional roles

- New parking restrictions:
- Existing parking restrictions:
- New schemes agreed against Traffic Regulation Order -TRO policy:
- Maintaining local influence on parking decisions:
- Technical Function e.g. Machine Maintenance

Enforcement. There are 3 Areas in NEPP – all very rural

- Operationally split into beats and shifts:
- All information stored via handheld computers and increasingly digital via MiPermit which is an online parking account accessible using a telephone , mobile phone, smart phone, computer or tablet.
- Yellow lines, resident zones, parking bays & public car parks

Enforcement. The officers enforce Double yellow lines/single yellow lines: Resident Permit Zones: Dropped kerbs, Obstruction and Schools.

NEPP are also using Parksafes especially around school zig-zags, bus stop clearways, permit zones & scheme surveys. These camera vehicles are single operator manned and can visit several schools during the course of a day and violations are processed automatically.

The Business Support Unit deals with National Guidance and Operational Policy with Single Back Office administering over 60,000 parking notices, over 5,100 resident permits and 90,000 visitor permits p.a.

Q&A session

A lively debate took place including

- How is the partnership funded? – It is self-funded
- Parking restrictions imposed around the Marks Tey station roads were implemented without adequate local consultation. SB to investigate
- How long do new restrictions take on average to implement. – A minimum of 12 months
- Who can apply for parking restrictions – Any member of the public. The members felt it should be through a Parish or Town Council, Ward or County councillor.
- How are Parksafes financed – The first vehicles were donated and these are being replaced.
- Members asked whether as an incentive Parish / Town Councils can contribute (as they have done for PCSO's) towards Parksafes so that vehicles can be seen and used in the Council area where they would be regarded as a great asset. SB agreed to look into this.

Stephanie asked any Council to contact her on stephanie.barnes@colchester.gov.uk

Telephone: 01206 507867 to ask for further details.

JGR thanked Stephanie and Lisa for coming to the meeting.

4) Election of Officers & Representatives:

RJ proposed and Lawrence Alexander seconded JGR to be **Chairman** for 2016/17. This was agreed unanimously

JGR proposed and Brian Hindley seconded RJ to be **Vice-Chairman** for 2016/17. This was agreed unanimously

JGR proposed and Malcolm Bartier seconded Kevin Money to be **Treasurer** for 2016/17. This was agreed unanimously

RJ proposed and

Brian Hindley seconded JGR to be **LHP Representative** for 2016/17. This was agreed unanimously

JGR proposed and Brian Hindley seconded RJ to be the deputy **LHP Representative** for 2016/17. This was agreed unanimously

RJ proposed and JGR seconded Malcolm Bartier to be the **Governance Board Representative** for 2016/17. This was agreed unanimously

Malcolm Bartier proposed and JGR seconded Brian Hindley to be the **EALC Representative** for 2016/17. This was agreed unanimously

5) To receive reports:

a) **Treasurer' report** – Kevin Money circulate a report to members which stated that

We end the year with a balance in hand of £1144.30p. Annual costs, for Clerk's salary (£872.00p), Expenses and Hall Hire 2016/17 (£116.00) presently amounts to £988 so we have sufficient funds in hand to cover 1 year's costs. In 2015/16 CALC had a 100% membership, which gave us an income of £1050. I envisage that the membership will remain at 100% for 2016/17.

This income is still sufficient to cover the coming year's costs – plus the balance in hand would cover any unexpected extra costs such as computer/ more expensive hall hire.

On this basis, I recommend not raising the subscription above the present £35 per year for the 2016/17 year, however, depending on the level of membership for 2016/17, it may be necessary to consider it for next year (2017/18) **Bank Balance c/fwd. to 2016/17 £1144.30p**

JGR proposed and RJ seconded that the subscription for 2016/17 remain at £35 as per the treasurer's recommendation. **This was agreed unanimously**

b) **Local Highways Panel**

JGR referred to his latest LHP briefing note circulated to P&TC's

Three councils had volunteered their halls for possible use by the LHP which had been passed to the LHP administration. It appears that a suitable location is only one part of the issue. CBC would not accept responsibility for administering the LHP for those projects across the borough.

There was no further update to that which had previously been circulated.

c) **Governance Board** – Malcolm Bartier had nothing to report

d) **EALC** - Brian Hindley gave a report to members based upon the last Executive Meeting. The points covered are in bullet form below.

- The Chairman’s theme for the year will be improved communications and Adding Value to member Council Operations
- The EALC continues to benefit from 100% membership.
- The Essex Devolution programme is evolving and all 15 Leaders have been engaged during 2015. The EALC has requested to become a member of the Leaders programme board representing the P&TC sector.
- Training courses to member councils continues to increase and provides a good revenue stream. Training course charges will be increased slightly from April 2016 but remain highly competitive.
- Many member councils had indicated they would be raising the 2016 /17 precepts
- All executive members were asked to confirm through their District/Borough Councils how they will pass on to the sector the Revenue Support Grant for 2016/17.
- Social media as a means to improve communication between the EALC and member councils was discussed. A survey was taken out using the P&TC members, which indicated little support in favour of this initiative. It was therefore decided not to implement social media links on the EALC web site at this time but keep this under review
- Eligible Councils should submit applications to the Transparency Fund as soon as possible.
- The EALC advises councils should remain within the new audit regime details of which had been circulated to all Councils.
- Councils that have By-Laws should be aware that these cannot overrule the rights of the disabled particularly with respect to exercising dogs on open space areas.

6) Information Sharing:

Parish Volunteers - Fire Service. Parish Safety Volunteer Scheme – Cllr S. Beeton Dedham PC
In the absence of Cllr Beeton Brian Hindley asked members if they felt it appropriate that Parish Safety Volunteers should undertake installation of systems in properties for the fire service. The members discussed this and thought the system was a good one taking into account the training given and that many volunteers had fire and police backgrounds.

7) Date of next meetings:

JGR informed the members that he was unable to make the 2nd. June meeting and asked the members if the meeting date could be changed to 9th. June. The members agreed to this change providing the room was available.

Thursday 9th. June 2016 at Marks Tey Village Hall at 7pm

Thursday 1st. September 2016 at Marks Tey Village Hall at 7pm

Thursday 1st. December 2016 at Marks Tey Village Hall at 7pm

There being no further business the meeting was closed at 9pm

Signed.....9th. June 2016

John Gili-Ross