

# TENDRING PARISH COUNCIL

## Annual Parish Council Meeting

16th May 2023

### AGENDA

Tendring Parish Council's Annual Parish Council Meeting is on Monday 22nd May 2023 at 7.30pm at Tendring Village Hall, The Street, Tendring. The press and public are welcome.

#### **5.23.01 Election of Chair**

#### **5.23.02 Declaration of Acceptance of Office for Chair**

#### **5.23.03 Election of Vice-Chair**

#### **5.23.04 Declarations of Acceptance as Members of Tendring Parish Council**

Council to note Members have signed Declarations of Acceptance before the meeting.

Council to resolve whether to accept late Declarations from Members unable to attend (and not completed a Declaration in advance of this meeting).

#### **5.23.05 Election of Representatives**

- i. Planning
- ii. Tree Warden
- iii. Footpaths
- iv. TDALC
- v. TDC Parish Council Community Resilience
- vi. Transport
- vii. Open Spaces

#### **5.23.06 Apologies for absence**

#### **5.23.07 Declaration of interests**

#### **5.23.08 Minutes of meeting on Monday 24th April 2023**

Council to consider and agree minutes.

#### **5.23.09 Public questions**

To receive any statements/questions from members of the public.

Three minutes per person with a maximum time spent of fifteen minutes in total.

#### **5.23.10 County Councillor and District Councillor reports**

Neither received at date of the agenda.

### **5.23.11 Action points from previous meeting**

### **5.23.12 General Power of Competence**

Council to resolve that Tendring Parish Council does not meet the criteria specified in paragraph 2 of the Statutory Instrument, Parish Councils (General Power of Competence) (Prescribed Conditions) order 2012, and is therefore ineligible to hold the General Power of Competence.

### **5.23.13 To note approved documentation on website**

Council to note documentation approved last month updated on website (as needed):

Asset Register

Standing Orders

Financial Regulations

Risk Assessments (3)

GDPR Policy

Complaints Policy

Internal Financial Control Policy

Code of Conduct (new version from TDC)

### **5.23.14 To discuss and approve a Model Publication Scheme document**

The Clerk has produced a document to meet the requirements of the Freedom of Information Act 2000, as discussed at last month's meeting. Document sent to Councillors prior to the meeting.

### **5.23.15 Council Insurance**

Council to note this is the final year of the three-year insurance policy held with BHIB. The renewal is due on the 1st June 2023 with a premium of £586.30.

### **5.23.16 To discuss the Annual Internal Audit Report**

Report forwarded to Councillors prior to the meeting. Auditor's comments to be noted at the meeting.

### **5.23.17 The Annual Return for 2022 - 2023**

Council to note the following:

- i. Council resolved to approve parts 1 and 2 of the Annual Return last month and 2022/23 year end accounts.
- ii. Following receipt of the Internal Auditor's report and completion of the Annual Internal Audit Report section of the Annual Return, the RFO will forward all necessary paperwork to the External Auditor.
- iii. The RFO will set the dates for the Exercise of Public Rights as commencing on Monday 5th June 2023 and ending on Friday 14th July 2023.

### **5.23.18 To discuss and appoint an Internal Auditor for year end 2023/24**

### **5.23.19 To discuss a complaint received about potholes in the Goose Green car park**

The Clerk has received a complaint from a member of the public that the potholes are deep and widespread causing problems at school pick-up time as they cannot be avoided when the car park is full. The same person mentioned a separate person lost their balance and fell because of the potholes, but no complaint has been received from them.

Photos of the potholes taken by the Clerk on in early May 2023 have been forwarded to Councillors prior to the meeting.

### **5.23.20 Payments for approval**

**Plus, any invoices received between the date of the Agenda and the date of the meeting, at discretion of the Chair**

### **5.23.21 Council to note previously authorised payments and regular Direct Debits made last month**

### **5.23.22 Accounts review**

Council to review bank account statement/reconciliation and accounts/budget comparison for last month forwarded to Councillors earlier in the month.

### **5.23.23 Clerk and Councillors reports/updates**

### **5.23.24 Planning**

#### **Applications received**

- i. 23/00637/AGRIC. Prior Approval Application under Part 6, Class A/B/E of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) for proposed erection of agricultural machinery/vehicles storage. Land North West of Lakes, Crown Lane, Tendring, Essex

#### **Applications determined**

- i. 23/00371/FUL. Approval - Full. 26.04.2023. Delegated Decision. Alison Black. Proposed use of the land as a riding arena/menage. Land Southwest of Grange Farm House, Pilcox Hall Lane, Tendring, Clacton On Sea, Essex CO16 0DJ
- ii. 23/00257/FULHH Approval - Full 10.05.2023. Delegated Decision. Mr Benjamin Plunkett - Plunkett Property Limited. Proposed demolition of lean-to and replace with new single storey extension. Old Post Cottage, The Street, Tendring, Clacton On Sea, Essex CO16 0BL
- iii. 23/00258/LBC Approval - Listed Building Consent 10.05.2023. Delegated Decision. Mr Benjamin Plunkett - Plunkett Property Limited. Proposed demolition of lean-to and replace with new single storey extension. Old Post Cottage, The Street, Tendring, Clacton On Sea, Essex CO16 0BL
- iv. 23/00398/FULHH Approval - Full 10.05.2023. Delegated Decision. Mr Richard King. Proposed flat roof rear extension. Goldacres, Crow Lane, Tendring, Clacton On Sea, Essex CO16 9AW
- v. 23/00573/TELLIC Deemed Consent 10.05.2023. Delegated Decision. Damian Navarrete - Openreach. Proposed installation of 3x9m poles to replace 3 existing poles following the completion of the diversions. Land at Heath Road, Tendring, Essex CO16 0BX

#### **Appeals**

**Plus, any applications or appeals received between the date of the Agenda and the date of the meeting, at discretion of the Chair:**

### **5.23.25 Additional public questions**

Comments to be made ONLY on the items discussed at this meeting. Maximum 3 minutes per person.

### **5.23.26 Date of next meeting – Monday 26th June at 7.30pm**

### **5.23.27 Meeting closes**