

TENDRING PARISH COUNCIL

Parish Council Meeting

Minutes

26th September 2022, 7.30pm in Tendring Village Hall

In attendance: Cllr Edwards, Cllr Brattan, Cllr Barker, Cllr Cauvain and Cllr Harris, Clerk/RFO, Rachel Edwards and two members of the public.

The meeting began with a minute's silence in memory of Her Majesty, Queen Elizabeth II.

9.22.1771 Declaration of interests

Cllr Barker helps run the craft group re 9.22.1783

Cllr Harris is a member of the TDC Planning Committee re 9.22.1788

9.22.1772 Apologies for absence

Cllr Cronin, Cllr Guglielmi and Cllr Rippon. Apologies accepted.

9.22.1773 Minutes of meeting on Monday 25th July 2022

Council to consider and agree minutes.

Agreed by all.

9.22.1774 Minutes of extraordinary meeting on Monday 5th September 2022

Council to consider and agree minutes.

Agreed by all.

9.22.1775 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.

A question was raised regarding the speed limit at The Green. Cllr Edwards stated he believes the criteria in that area meets what is needed for a 30mph limit however, Essex Highways do not currently accept this. There will be a further push to reduce the limit using evidence supplied by residents. Signage discussed to increase realisation that Tendring is a village will be looked at as part of the ongoing sign survey. Letters to Cllr Guglielmi suggested as well as a resident's survey which will all add weight to TPC's campaign to reduce speeding. Question raised as to whether it is legal to park on the road at The Green. Cllr Edwards confirmed it is legal although lights must be on at night.

9.22.1776 County Councillor and District Councillor reports

No report received from the County Councillor; the report from the District Councillor was received on the day of the meeting.

9.22.1777 Action points from July meeting

1	All councillors	undertake sign survey in their locality to report back at September's meeting
2	Cllr Cronin, Cllr Harris and Clerk	take action regarding various overgrown hedging
3	Cllr Edwards	publish The Green speed survey results
4	Cllr Edwards	write to new bus contractor regarding routes
5	Cllr Edwards and Cllr Barker	assess loose bolts etc at Goose Green
6	Clerk	write a template to be used when a member of the public's hedge needs to be cut
7	Clerk	research alternative ideas for Christmas tree
8	Clerk	research equipment ideas for Goose Green
9	Clerk	purchase plaques for the tree in the memorial garden

All dealt with apart from number 4 which will be actioned presently and number 7 which has been postponed for the time being.

9.22.1778 To discuss sign surveys undertaken by Councillors and agree replacements needed

Item to be carried forward for a further month as two Councillors are known to be absent from this meeting.

9.22.1779 To discuss and approve revised and new documents drawn up by the Clerk

- i. Risk assessment
- ii. Home-working risk assessment
- iii. Internal financial control policy
- iv. Anti-bullying and harassment policy
- v. Complaints policy
- vi. Recording at meetings policy
- vii. Reserves policy
- viii. Vexatious complaints policy

All policies discussed and agreed by all.

9.22.1780 To discuss and decide on whether to opt out of the SAAA central external auditor appointment arrangements

Clerk to detail NALC guidance and further information

Clerk explained the key points involved in opting out – audit and admin requirements, cost involved. Also, that SLCC and NALC advise councils to stay in.

Council voted to remain opted in to the central external auditor system which we currently adhere to.

9.22.1781 To discuss a proposal from Cllr Barker to purchase a tree in memory of Queen Elizabeth II and approve payment

Cllr Barker proposes an oak tree be purchased for Goose Green playing field to commemorate our late Queen. Also purchase of protective screening for the tree and a commemorative plaque.

Cllr Barker has researched prices, a 3 metre tree is about £170 plus postage. Possible siting would be at the school end of the playing field.

Proposal of spend on tree and protective screening agreed by all with an estimate of £750. The plaque to be discussed at a later date.

9.22.1782 To discuss and approve payment of the ongoing cost of help to maintain the Memorial Garden

Cllr Barker and her husband need help to maintain the garden. Approval of a rolling budget will enable help to be brought in at her discretion.

Agreed by all with an initial budget of £250 (already planned on budget).

9.22.1783 To discuss and approve payment of the hire cost for Tendring Village Hall for Simply Craft

Cllr Barker and the Clerk ask that the Parish Council cover the hire charge for the craft group when their booking time at the hall is used to refurbish the poppy nets for Remembrance Day.

Agreed by all.

9.22.1784 To discuss the noticeboards throughout the village

The Clerk wishes to discuss the following:

Village Hall noticeboard – in need of repair or replacement

Goose Green noticeboard – in need of repositioning with an additional pole

The Green noticeboard – in need of refurbishment and possible re-siting

The discussion around the noticeboard at The Green will be postponed until next month.

It was agreed the noticeboard at Goose Green needs to be moved. Cllr Barker will look at the posts at Goose Green with her husband and Cllr Edwards will ask a contractor for a quote.

Proposal agreed to replace the one at the Village Hall whilst retaining the wooden sign above. Clerk to get quotes for next month.

9.22.1785 Payments for approval

Payable to:	Amount:	Reference:
R Edwards	£575.00	September salary & O/T
R Edwards	£33.30	Expenses – London Bridge mileage
EALC	£84.00	Clerk training
Triton Media (Amazon)	£35.49	5 reams of paper for the Clerk
UHH Essentials (Amazon)	£9.99	Heavy duty bin bags for Goose Green
Community Heartbeat Trust	£162.00	Defibrillator support cost
Tendring Village Hall	£9.00	Hire for extraordinary meeting

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

Amazon	£12.49	Photo paper
Amazon	£37.24	Printer ink

Discussed and agreed by all.

9.22.1786 July and August accounts

Council to review July and August bank account statement/reconciliation and accounts/budget comparison to end August forwarded with agenda.

Discussed and agreed by all.

9.22.1787 Clerk and Councillors reports/updates

Cllr Barker - the 30mph speed limit was introduced to enable parents to walk to school.

Cllr Harris – reported the difficulty parking at the school for the fete.

Cllr Edwards – the height barrier at Goose Green was damaged at the weekend. The Clerk has contacted the installer to look at repair as a matter of urgency and the person who accidentally drove into it has come forward to take responsibility.

Cllr Edwards – the posts and chain to be reinstated at Goose Green to prevent parking on the grass.

Clerk – S106 balance has increased due to extra funding from the Fat Goose development.

Clerk – Woodland Trust saplings to arrive in November.

Clerk – letter of condolence sent to Buckingham Palace.

Clerk – letter sent to school regarding the dangerous traffic situation that arose at the school fete.

Cllr Harris left the meeting at this point.

9.22.1788 Planning

Applications received

- i. 22/01409/FUL, Mr Watson, Proposed 1no. self-build dwelling, access and landscaping. Opposite Renmar Nurseries, Land to Crown Lane, Tendring, Clacton On Sea, Essex CO16 0BH

Clerk to forward the details to the Weeley Clerk and their Chair.

Agreed by all to object. Cllr Edwards to implement the objection.

Applications determined

- i. 22/00931/FUL, Approval – Full, 04.08.2022, Delegated Decision, Mr M Neville and L Westall - Hoverwood Ltd, Proposed change of use of part of industrial unit (Class B8) granted under 15/00900/FUL to create up to 6no. business units (Classes E(c) and E(g)). Rosier, Crown Lane, Tendring, Essex CO16 0BH
- ii. 22/01251/TELLIC, Deemed Consent, 19.08.2022, Alex Upton - Fisher German, Proposed installation of a substation. Outside The Firs, Heath Road, Tendring, Clacton On Sea, Essex CO16 0BX
- iii. 22/01125/LBC, Approval - Listed Building Consent, 30.08.2022, Delegated Decision, Mr Letton, Proposed installation of secondary double glazing to existing windows. Hollywood Farm House, Crow Lane, Tendring, Clacton On Sea, Essex CO16 9AP
- iv. 22/01175/FULHH, Approval – Full, 07.09.2022, Delegated Decision, Mr and Mrs Hollock, Proposed two storey side extension and chimney stack. Yew Tree Farm, Thorpe Road, Tendring, Clacton On Sea, Essex CO16 9AR

Appeals - None

Plus, any applications or appeals received between the date of the Agenda and the date of the meeting, at discretion of the Chair - None

9.22.1789 Date of next meeting – Monday 24th October 2022 at 7.30pm.

9.22.1790 Meeting closed at 9.06pm.

9.22.1791 Action points

1	All councillors	undertake sign survey in their locality to report back at October's meeting
2	Cllr Edwards	write to new bus contractor regarding routes
3	Cllr Edwards	object to planning application 22/01409/FUL
4	Clerk	update website with new policies
5	Clerk	investigate purchase of commemorative tree and screening for Goose Green
6	Clerk	contact Village Hall re invoicing
7	Clerk	obtain quotes for new noticeboard at the Village Hall
8	Clerk	forward planning application details to Weeley PC re 22/01409/FUL