

TENDRING PARISH COUNCIL

Parish Council Meeting

Minutes

Monday 26th June 2023 at 7.30pm in Tendring Village Hall, The Street, Tendring

In attendance: Cllr J Brattan, Cllr N Rippon, Cllr P Barker, Cllr V Cauvain, Cllr R Cronin, Cllr T Edwards, Cllr P Harris (arrived at 7.44pm) and Clerk/RFO Rachel Edwards

6.23.01 Apologies for absence

Cllr Guglielmi absent but no apologies received

6.23.02 Declaration of interests

None

6.23.03 Minutes of meeting on Monday 22nd May 2023

Council to consider and agree minutes.

Council resolved to agree. Proposer VC Seconder PB

6.23.04 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.

None

6.23.18 Planning - Chair moved to earlier on the Agenda

Applications received

- i. 23/00704/FULHH. Mr Chamberlain and Ms Gardner. Proposed conversion of integral garage to habitable space. The Old Parsonage, The Street, Tendring, Clacton On Sea, Essex CO16 0BW

No comment made.

- ii. 23/00778/FULHH. Mr David Ikeda. Erection of single storey rear extension. 4 Hollyview Close, Tendring, Clacton On Sea, Essex CO16 0BY

No comment made.

- iii. 23/00810/COUNOT. Prior Approval Application under Part 3, Class Q of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) for conversion and change of use of agricultural building to four dwellings, with alterations. Greentrees Farm, Stones Green Road, Tendring, Clacton On Sea, Essex CO16 0DD

Objection sent prior to the meeting due to timing. Objections ratified. Proposer VC Seconder PB

Applications determined

- i. 23/00467/FULHH Approval - Full 31.05.2023 Delegated Decision Mr L Lane Proposed part two storey and part single storey rear extensions. Farm View Cottage Parsonage Lane Tendring Clacton On Sea Essex CO16 0DE
- ii. 23/00703/OHL Deemed Consent 05.06.2023 Delegated Decision Alex Upton - Fisher German Proposed alterations to the high voltage (HV) and low voltage (LV) overhead lines. Overhead Lines at The Firs Heath Road Tendring Clacton On Sea Essex CO16 0BX

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:

- i. 23/00782/WTPO, Mr Neelesh Kumar - Archangel Healthcare Ltd. 1 No. London Plane - cut overhanging branches. Tendring Meadows Nursing and Residential Home, Heath Road, Tendring, Clacton On Sea, Essex CO16 0BZ

No objection subject to work being done by an accredited professional. Proposer PB Seconder TE Clerk to make comment on TDC planning portal.

6.23.05 County Councillor and District Councillor reports

County Councillor Guglielmi's report circulated with the Agenda.

District Councillor Harris' report not received. He stated there is currently very little to report on.

Cllr Brattan mentioned the Community Initiative Fund (CIF) in Carlo's report. She thought a pétanque court might be an option for the funding. Cllr Cauvain questioned usage as Weeley has one, plus the cost.

Cllr Rippon suggested funding for a bus shelter at The Heath to replace the very aged bench.

Cllr Cronin thought money towards clearing the footpaths would be useful.

Clerk to investigate further detail about applying for CIF funds.

6.23.06 Action points from previous meeting

	Ongoing	
1	All councillors	Clean signage throughout the village in spring
2	Cllr Edwards and Cllr Barker	Meet at Goose Green playpark with Cllr Barker's husband to assess bolts on play equipment, finger traps etc
3	Cllr Edwards	Send Clerk details of new chain required for Goose Green to make purchase
4	Cllr Edwards and Cllr Brattan	Write to local MP regarding two windfarm companies working together (pending North Falls consultation)
5	Cllr Cauvain	Continue preparing Emergency Action Plan
6	Cllr Harris	Contact TDC Planning Enforcement regarding tree/hedge line at The Laurels - asked to re-visit this due to prev planning conditions
7	Cllr Rippon and Cllr Harris	Pursue the safeguarding of the Stones Green oak tree through contact with the NFU, planning department at TDC, future planning meeting etc.
8	Cllr Rippon	Pursue TPOs for trees likely to be affected by windfarm cable route
	From May	
9	Cllr Brattan	Mention parking in The Street in the magazine
10	Cllr Brattan	Prepare objection to 23/00683/FUL.
11	Cllr Barker	Speak to Sha'ab about the outstanding post to be re-fitted at Goose Green
12	Cllr Cronin	Speak to residents at Cherry Tree Cottage regarding their hedge
13	Cllr Cronin	Speak to residents of Spencer Close regarding hedging in Chapel Lane
14	Cllr Edwards	Speak to Steve Ling about the potholes in the Goose Green car park
15	Cllr Harris	Report lack of visibility on the A133 reservation to Highways
16	Cllr Harris	Pursue faulty speed indicator signs with Cllr Guglielmi
17	Cllr Harris	Chase TDC Planning and Environmental Services about the bins at the houses in Stones Green Road
18	Cllr Harris	Contact the bus company/ECC about possible re-routing for Crow Lane
19	Clerk	Add the Model Publication Scheme to the website
20	Clerk	Contact the Council's internal auditor to re-appoint for 2024
21	Clerk	Add planning comments to TDC Portal once received from Cllr Brattan Ask Cllr Harris to call 23/00683/FUL into the Planning Committee if TDC Planning Department are minded to approve it. Contact planning department regarding access for 23/00685/LUPROP

Actioned: 1, 2, 3, 9, 10, 12, 13, (Cllr Cronin initiated a general discussion about hedges and footpaths - he will contact Highways to find out if they have a schedule for clearance), 15, 19, 20, 21

Outstanding: 4, waiting for North Falls objections to be finalised, 5, plan finished, waiting to be discussed with TDC, 6 & 17 Cllr Harris due to discuss with Planning Committee on 4th July plus the bins at Stones Green (Cllr

Rippon mentioned the rubbish had been cleared, but another bin has appeared and is now overflowing, Cllr Edwards suggested the road may not be fully on TDC's refuse collection list, Cllr Harris to pursue with TDC Environmental Services), 7, Cllr Harris has seen the Agenda for the next TDC Planning Committee meeting and the tree is not on the list, therefore it should be on next month's TDC Planning Committee Agenda, Cllr Harris mentioned the TV interview done by him and Cllr Rippon regarding the tree has been shown), 8, no reply received from Clive Dawson at TDC, Cllr Rippon will chase, 11, done but to be chased as not re-set, 14, Cllr Edwards has been in contact with Steve Ling. He offered labour from the school handyman to fill in the holes. Cllr Edwards to establish if the school will commit to that if the Parish Council pays for the materials needed. 16, ongoing, 18, Cllr Guglielmi is already looking into this.

6.23.07 Council to review the events held for the Coronation in May

i. Whole weekend: Scarecrow Trail

31 scarecrows in total: Village residents made 11, Cubs made 7, Councillor Brattan made 11, Councillor Cronin made 2 (7 residents hosted scarecrows)

15 people entered the scarecrow trail competition

Total cost: £189 (amended to £170)

ii. Friday: Quiz

9 teams of 6 people

Total cost: £94 (amended to £113)

iii. Sunday: Cream Tea and Pottery Painting

Approximately 100 people attended the cream tea

Total cost: £114

62 people painted pottery, 39 of whom were children

Total cost: £273

Most people who brought their children/grandchildren for pottery painting also had a cream tea, and a few who came for the cream tea also decided to paint pottery.

Plus hall hire of £63 for the Sunday which covered both events.

The costs need to be amended, the cost of one item should be split between two events - the Scarecrow trail was £170 and the Quiz was £113.

General discussion was positive with excellent reviews across several local villages.

Cllr Brattan suggested other events could be organised by a working group with input from the Council and the community. Cllr Brattan will arrange the group. They will come to a meeting at a later date with their proposals.

6.23.08 To discuss and approve the Parish Council response to the North Falls windfarm consultation

The following comments were included as part of the Council response to the Five Estuaries consultation in April 2023:

Better to stay on Beaumont side of Betty Dent's Corner because it avoids the main truck road.

Need to advise that Stones Green Road is part of the National Cycle Network.

Need to mention all the oak trees.

Request a limit on operation be in force - working days/hours

Request B1035 is not used as an alternative route at any time.

Request the impact on agricultural land and farming is kept to an absolute minimum.

Request footpaths are always kept open (with diversions if needed).

The Council would much prefer the two companies to work together to prevent two separate periods of disturbance. Council to contact the local MP to highlight the need to force the two companies to work together.

Council to note these comments and decide on the response to the North Falls consultation.

Cllr Brattan suggested these comments are used as well as asking the company to train local people to work on site.

Cllr Cronin detailed input from the TDALC meeting relating to the windfarm proposals.

Cllr Brattan was told there would be 95 HGV vehicles per day to the working sites, some footpaths would be closed for a few days, with diversions, traffic will be monitored, 5 ½ day working week, no HGVs through Tendring.

Cllr Harris suggested procurement from local companies if possible as an additional point.

Council resolved to agree the response - the North Falls comments plus the additional points from Cllr Brattan and Cllr Harris. Proposer VC Seconder RC. Clerk to respond to the consultation.

Cllr Brattan to write to the MP.

6.23.09 To discuss and approve documentation prepared by the Clerk at the request of Councillors Brattan and Barker

i. Staffing Committee Terms of Reference

Cllr Brattan raised a question about Page 3, item l. The other members of the Council agreed they were happy with the wording.

Proposer VC Seconder PB Council resolved to agree without amendment.

ii. Appraisals Policy

Cllr Brattan questioned whether the appraisal should have the option to be recorded. Page 3. Item f. Most Councillors did not see the need to record.

Two changes agreed by the Council - The appraiser must take notes. The appraisee may also make a written record of proceedings, should they wish. Agreed by the majority.

Proposer VC Seconder NR Majority resolved to agree to the policy with these amendments.

iii. Disciplinary Policy

Cllr Brattan queried the need of an investigator. Cllr Cronin suggested another Council could help if needed. Cllr Harris stated the investigator cannot be involved.

Proposer PB Seconder TE Council resolved to agree without amendment.

iv. Grievance Policy

Cllr Brattan suggested a clause be added that if the staff member is seen to continuously raise malicious grievances it will be mentioned in their reference. The remaining members of the Council agreed this was unnecessary.

Proposer NR Seconder VC Council resolved to agree without amendment.

6.23.10 To appoint a Staffing Committee

Councillors to appoint a Staffing Committee in accordance with the Terms of Reference if agreed by the Council at minute 6.23.09.

Councillors Cronin, Rippon, Harris and Edwards volunteered to be on the Staffing Committee.

Staffing Committee consists of Councillors Cronin, Rippon and Harris following a vote. They will agree a Chairman and advise the Clerk.

6.23.11 To appoint an Appeals Panel

Councillors to appoint an Appeals Panel in accordance with the Staffing Committee Terms of Reference if agreed by the Council at minute 6.23.09

Councillors Brattan, Barker and Cauvain are on the Appeals Panel.

6.23.12 To discuss and approve minor refurbishment purchases for Goose Green

Councillor's Barker and Edwards request the Council agree to purchases of nut covers and bungs for minor refurbishment at the playground. Approx budget £40.

Council resolved to agree. Proposer JB Seconder VC. Clerk to purchase items.

6.23.13 To discuss work needed at the Memorial Garden

Councillor Barker to discuss future projects.

Moved to next meeting at the request of the Chair. Clerk to add to Agenda.

6.23.14 Payments for approval

Payable to:	Amount:	Reference:
R Edwards	£571.96	June salary, May overtime (training and agreed hours)
TDALC	£20.00	Affiliation Fee
EALC	£37.20	Clerk training
EALC	£60.00	Training course for Councillor Brattan

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

Michael Perkins (Key cutting)	£21.00	Spare keys cut for Goose Green padlocks
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Council resolved to approve. Proposer VC Secunder PB

6.23.15 Council to note previously authorised payments and regular Direct Debits made last month

Payable to:	Agreed (minute ref):	Paid on:	Amount:
CGM	11.22.1839	09/05/2023	£171.60
H3G DD	5.22.1722	15/05/2023	£9.60
Signs of Cheshire	1.23.18	22/05/2023	£228.00
ICO	4.23.20	23/05/2023	£35.00
Falcon Workshops (Amazon)	4.23.16	25/05/2023	£33.99

Noted

6.23.16 Accounts review

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

Proposer PB Secunder VC

6.23.17 Clerk and Councillors reports/updates

Unable to be discussed as Chairman closed meeting due to time.

6.23.18 Moved to earlier on the Agenda by the Chair

6.23.19 Additional public questions

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

None

6.23.20 Date of next meeting – Monday 24th July at 7.30pm

6.23.21 Meeting closed at 9.35pm

6.23.22 Action Points

	Ongoing	
1	Cllr Barker	Speak to Sha'ab about the outstanding post to be re-fitted at Goose Green
2	Cllr Brattan	Write to local MP regarding two windfarm companies working together (pending North Falls consultation)
3	Cllr Cauvain	Continue preparing Emergency Action Plan
4	Cllr Edwards	Speak to Steve Ling about the potholes in the Goose Green car park
5	Cllr Harris	Contact TDC Planning Enforcement regarding tree/hedge line at The Laurels - asked to re-visit this due to prev planning conditions
6	Cllr Harris	Pursue faulty speed indicator signs with Cllr Guglielmi
7	Cllr Harris	Chase TDC Planning and Environmental Services about the bins at the houses in Stones Green Road
8	Cllr Harris	Contact the bus company/ECC about possible re-routing for Crow Lane
9	Cllr Rippon and	Pursue the safeguarding of the Stones Green oak tree through contact with the NFU,

	Cllr Harris	planning department at TDC, future planning meeting etc.
10	Cllr Rippon	Pursue TPOs for trees likely to be affected by windfarm cable route
	From June	
11	Cllrs Barker and Edwards	Fit refurbishment items at Goose Green playground once purchased by the Clerk
12	Cllr Brattan	Discuss events working group with Councillors and residents
13	Cllr Cronin	Contact Highways re their schedule for verge clearance
14	Cllrs Cronin, Harris and Rippon	Agree Staffing Committee Chairman and advise the Clerk
15	Clerk	Make planning comment re 23/00782/WTPO
16	Clerk	Investigate CIF - pétanque/footpath clearing/bus shelter
17	Clerk	Make North Falls response online
18	Clerk	Add staffing documentation to website
19	Clerk	Purchase items for Goose Green playground refurbishment
20	Clerk	Add memorial garden to Agenda for July

Signed

Date