

TENDRING PARISH COUNCIL

Parish Council Meeting

Monday 22nd January 2024

Minutes

Parish Council Meeting on Monday 22nd January 2022 at 7.30pm. Tendring Village Hall, The Street, Tendring.

In attendance: Cllr J Brattan, Cllr N Rippon, Cllr R Cronin, Cllr V Cauvain, Cllr P Harris, Cllr M Appleby, Cllr S Conner (Co-opted at beginning of meeting), Clerk K Mackintosh and one member of public.

1.24.01 Apologies for absence

Cllr C Guglielmi – absent. No apology received.

1.24.02 Declaration of interests

1.24.05 – Distribution of funds from Christmas Carol event. Cllr Cauvain declared an interest as representative of Tendring TYGers (Tendring Youth Group). Retrospective DOI declared by Cllr Connor as representative of 1st Tendring Village Scout Group. Cllr Harris declared an interest as representative of UK Homes 4 Heroes.

1.24.10 Carpark adjacent to School – Cllr Brattan declared an interest as Governor of Tendring Primary School.

1.24.21 Planning - Cllrs Rippon and Appleby declared an interest due to proximity and association with Elysium Healthcare Ltd. Erection of a bus stop with shelter.

1.24.03 Minutes of meeting on Monday 27th November 2023

Minutes were agreed as a correct record of the previous meeting.

Proposer VC, seconder MA.

1.24.04 Co-option of new Councillor

Cllr Simon Conner was co-opted to and joined the Council. He was welcomed by Cllr Brattan on behalf of the Parish Council. A retrospective declaration of interests was given as per 1.24.02.

1.24.05 Proposal for the distribution of the funds raised from Christmas Carol event

Cllr Harris gave a presentation for UK Homes 4 Heroes. A small charity based in Tendring which helps homeless veterans, those with PTSD, etc. It has two mobile homes in Tendring District which provide respite for veterans and their families. The last veteran assisted was a 72-year-old gentleman found homeless on the beach. Any donation would make a significant impact for the charity.

Cllr Connor gave a presentation for 1st Tendring Scout Group. The group asked for a £100 donation to buy tents for the Beavers (aged 6-8 years) which would be used for overnight, indoor camping excursions. This would help young people engage in activities that promoted personal development and community involvement. The donation would represent a long-term investment, benefitting current and future members of the Beaver Scout group.

Cllr Cauvain gave a presentation for TYGers; a Tendring youth group. The group enjoy outdoor activities and crafts, such as fire lighting. As such the insurance premium for the group is high, approximately £600 p.a. and is a large cost for the group. A donation would make a significant difference to the group.

Cllr Brattan read a statement from Walton and District Community Foodbank. A representative was unable to attend in person due foodbank commitments. Opened in 2013, it is run by volunteers and operates by means of donations. It provides, food, hygiene products and petfood. It is a community larder open Monday to Friday and also helps to reduce waste. Last year, a drop in foodbank was opened in Thorpe le Soken at St Micheals Church. As well as supporting the community with food, slow cookers are distributed alongside membership to a slow cooker club and pre school children are being supported with breakfasts and lunch.

Cllr Cauvain, Harris and Connor left the room whilst discussion was undertaken. A decision was made to allocate the total funds of £618.00 as follows. £318.00 Walton Foodbank. £100 Homes 4 Heroes. £100 1st Tendring Scout Group. £100 TYGers.

Proposed JB; seconder RC.

1.24.06 Public questions

Mr Carl RICHARDSON spoke concerning his industrial site in Tendring Green. This has lately been operated by a haulage business. A recent change of use planning application has been made to Tendring District Council and was refused. Mr Richardson reported refusal was due to the rural location and insufficient visibility splays. This change would have been potentially beneficial to the Parish with regards to a reduction of heavy goods vehicles which are currently operating 24/7 therefore minimising the negative impacts to the rural location, the creation of new jobs, a new traffic plan to be put in place to direct HGV's away from the village centre, reduced hours than the current 24/7, etc. Mr Richardson asked the Council to consider it's stance and consider what would be best for the Parish.

Cllr Rippon noted that he had spoken to several members of the public who reside in neighbouring houses adjacent to the site and they thought the proposed application was better. Cllr Rippon also noted that he thought the community was happy with what was proposed.

Cllr Harris thanked Mr Richardson for attending and noted that he could now become involved in the matter since he is no longer a member of The Planning Committee, he advised he had spoken to Gary GUIVER (Head of Planning, TDC) stating his disappointment at the decision and the failure to support a local business. Cllr Harris also noted that a new, modern centre with various units and less traffic would better befit a small, rural village. It is hoped that Cllr Harris and Mr Richardson can meet Gary Guiver on 30th January to discuss further.

Cllr Brattan suggested that a representative of TPC could attend the meeting to further support an appeal or amended application.

Cllr Harris advised that reduced visibility splays would further support an argument to reduce speed to 30MPH.

Cllr Rippon noted it was a failed opportunity to reduce the number of vehicles in a rural location. He also stated he would attend in person and meet with the Head of Planning.

The Council was asked to agree in principle with the previous application and that of a similar type and to let the Head of Planning know that they would have supported the application. Proposer RC; seconder NR. All agreed in favour.

1.24.07 Meeting Dates for 2024

Council agreed dates for 2024. Proposer JB; seconder VC.

1.24.08 Action Points from Meeting November 27th 2023

	Ongoing	
1	Cllr Cauvain	Regarding stickers to adhere to wheelie bins reminding drivers of speed limits. Cllr Cauvain noted that quote from Weeley PC was expensive, Cllr Brattan had obtained a quote from Amazon at approx. £4 per sticker which was the most cost-effective solution. Discussion was had whether it legally should be a triangular or circular shape. Clerk to research and present information at next meeting. Cllr Appleby suggested a 'Thanks you for not speeding sign' was likely to be more effective than one which chastised when presenting the message.
2	Cllr Harris	Speedwatch recommencing in 2024.

		Cllr Harris noted he awaits the date when he can collect the handheld speed device. Once in possession Cllr Harris will ask for volunteers. Cllr Cauvain noted any requests in the Parish Magazine may be more visually effective is separated from the usual article. Weeley Speedwatch will help in Tendring. Together, the two teams could be very effective.
3	Cllr Brattan, Clerk	Proposed change to email addresses. The Clerk advised on the actual current advice from The Central Digital and Data Office; part of The Home Office. There are no current legislative requirements; currently it is a “vision” for 2025. Clerk has attempted to clarify with the internal auditor; as yet no response has been received. Consideration has been given to Councillors maintaining a separate, private email account that will be a permanent record of and used for all communications. Clerk will establish actual costs for gov.uk email addresses to present at next meeting.
4	Cllr Cronin	Updates regarding bus stop. Location, possible contact at TDC, etc. Cllr Cronin advised no further updates at this stage. Cllr Cronin to update next meeting.
5	Cllr Brattan	Update regarding banking details. Cllr Brattan advised that after much effort, finally access had been gained for internet banking and as a Primary Account User. This will now be transferred to the Clerk for full access. Cllr Brattan and Cllr Rippon will remain as secondary account users. Cllr Brattan to confirm this has been undertaken then action to be closed.
6	Cllr Cronin, Cllr Cauvain	Bicycle triangle maintenance. Cllr Cauvain confirmed that the current visibility is good thus reducing potential dangers. Cllr Cauvain referred to matter 1.24.17 below to assist in future. No further action at present.

1.24.09 Resolution regarding Parish Council action on the Bicycle Triangle Area

As point 6 above, Cllr Cauvain to continue to monitor region and link to 1.24.17.

1.24.10 Carpark adjacent to School

Cllr Brattan advised that an email had been sent by a concerned grandparent to the Head of School Jo MARSH relating to the pot holes in the car park adjacent to the School. Chair of School Governors, Steve LONG has approached the Parish Council to ask for money towards aggregate costs. The school does not propose to fund but will provide manpower to lay aggregate substrates.

Cllr Brattan and Mr Long have approached MaClaren; contractors at the site near Horsley Cross, for a charitable donation in the form of undertaking this work.

Cllr Rippon asked for clarification as to the input from the school and to what ends the school were assisting with the costs for the car park fire in 2023. Cllr Rippon further noted that the primary users of the carpark are attendees to the school rather than local parishioners.

Cllr Brattan advised it is hard to ascertain the agreement with the landowners as to what the school and the Parish Council pay for and are responsible for. Cllr Appleby noted that it is important to get in writing more formal details of the actual agreement, who is responsible for what and details of costs associated.

Cllr Harris reported that he felt strongly that the carpark is a village asset, but the matter does need costing properly.

It was agreed that no final decision was to be made in the meeting, that Cllr Brattan will feedback comments to the school, await input from MaClaren’s and gain costings for the project.

Proposed MA; seconder VC. All agreed in favour.

1.24.11 Flooding in the Parish

Cllr Brattan advised the Council that she had repeatedly reported matters to Essex Highways and had made a report to Cllr Guglielmi.

References were quoted:

Crow Lane – 2888056 , Little Bentley Hall – 2888064 , Crown Lane – 2894109

Cllr Harris had also reported the issue at Crow Lane, near The Bicycle. He has been promised that an engineer will attend and complete a survey for potholes and those cavernous holes at the edge of the road.

Also, regarding Crown Lane an engineer will attend within 24 hours as water constantly runs out of a ditch and exacerbates the matter.

Cllr Brattan advised that the reporting procedure has been added to Facebook and the Parish website weblog so that Parishioners can access and understand reporting procedures. The Clerk advised that following a meeting with Cllr Guglielmi, if report numbers are collated, he will add Tendring details to a list of four other areas in the locality which need attention.

Cllr Cronin raised concerns regarding a development of 5 houses at Knights Farm where a continual smell of foul waste is present. It is suspected that water issues and cesspit/treatment plant issues are a cause. It has already been reported to the Environment Agency. Cllr Appleby confirmed this is the correct agency. Cllr Harris advised that if details are forwarded to him via email in his District Councillor capacity, he will raise the matter with TDC environmental services and report back to the Parish Council. **Cllr Brattan will contact the Environment Agency again about the matter. Cllr Harris to update response received regarding Crow and Crown Lane. Clerk to forward flooding reference details to Cllr Guglielmi. Cllr Cronin to email Cllr Harris regarding foul waste.**

1.24.12 Cllr Cauvain - The Parish Emergency Plan

Cllr Cauvain updated the Parish Council on the progress she has made thus far. The Plan outlines how to deal with rural emergencies. A Telephone tree provides a chain of information. Cllr Cauvain recommended that all Councillors put together an emergency bag. Contents of which are detailed in the Plan. Cllr Cauvain noted that a CB radio user in the Parish would be helpful. **Clerk to research cost of wind-up radios. Clerk to ask for C.B radio users on Facebook.**

1.24.13 Roles Vacant

Cllr Brattan advised that following the resignation of two Councillors, the roles of Trees and Open Spaces were currently vacant. Should Councillors be interested or be interested in a change of role, Cllr Brattan can assist. **Clerk to update Councillor roles on Website. Cllr Brattan to update in next meeting.**

1.24.14 Memorial Gardens

Following the resignation of Cllr Barker, volunteers are needed to take over or form a working party to maintain the Memorial Garden adjacent to the Village Hall. Cllr Cauvain noted that she currently has responsibility for the carpark with her role at the Village Hall. As such it seems sensible that role could come under her remit. Council agreed that Cllr Cauvain could oversee the task by means of arranging a working party rather than undertaking all the work herself. Cllr Cauvain to seek assistance if required. Proposed JB; seconder PH. All agreed in favour.

1.24.15 Website update

Cllr Brattan updated Council as to current and ongoing changes to the website. Cllr Brattan advised that locals are not sure who the Councillors are and proposed that each Councillor submit a photograph and small article about themselves which will be published in the website. Proposed JB; seconder VC. All agreed in favour. **All Councillors to forward photo and editorial to Clerk via email.**

1.24.16 Purchase an Annual Parish Minutes Meeting Book.

Cllr Brattan proposed that Councillors agree as necessary spend to replace the Parish Councils current book, dating back to the 1800's. Supplied by Shaws at a cost of £222 inclusive of VAT and postage. Proposed VC; seconder MA. All agreed in favour. **Clerk to purchase new book.**

1.24.17 Cllr Cauvain to propose Parish Council joins Essex Wildlife; wilder villages wilder towns scheme.

Council to consider and agree to join to help with green spaces and wild area projects.

1.24.18 Payments for approval

Payable to:	Amount:	Reference:
Wages (Paid - 28/12/2023)	£454.40	December salary
1956 Ltd (Paid - 19/12/2023)	£30.00	Funkee Fish – banner Christmas Carol
HSBC (Paid - 2/01/2024)	£5.00	Monthly Bank charges **Ongoing charge.

*Village Hall Christmas Carol O/s	£27.00	O/standing amount from Christmas Carol.
Playquip	£234.00	Inv 9228 - Safety inspection and maintenance of playground 8/11/2023
Easterly Property Services	£246.00	Inv 0201/24- Posts to green area fronting alongside main road from village playground. Jan 2024.
Tendring Parochial Church Council	£50.00	Inv PC01 – Church hire for recital of Christmas Carol 16/12/2023
Wages	£224.50	Back pay for former clerk in accordance with national pay award.
Clerk Training Jan – Feb	£348.00 (£87.00)	Bursary of £261.00 applied for upon completion. Total reduced to £87.00
Clerk training Mar – Jun	£498.00 (124.50)	Bursary of £373.50 applied for upon completion. Total reduced to £124.50

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

Payments were discussed and approved. Proposer JB; seconder VC. All agreed in favour.

1.24.19 Council to note previously authorised payments and regular Direct Debits

Payable to:	Agreed (minute ref):	Paid on:	Amount:
H3G DD	5.22.1722	19/12/2023	£9.60

Payments were discussed and approved. Proposer JB; seconder VC. All agreed in favour.

1.24.20 Clerk and Councillors reports/updates

Cllr Harris – Consideration is being given to a bus route linked to Crown Lane. Initial enquiries are being made with the Bus Company before approaching Essex County Council. It is hoped that this will abate potholes and erosion sustained on the road. Additionally, Cllr Harris noted that pothole repairs are required on Stones Green Road and are under consideration. Cllr Harris thanked Cllr Brattan for writing to TDC regarding the proposed meeting time changes. The matter has now been referred to a Constitutional Working party who will recommend and outcome that will be voted upon in March.

Cllr Conner – no report.

Cllr Cauvain – Noted the earlier update regarding the Emergency Plan. 1.24.12. Cllr Cauvain also advised she has used her Emergency Bag to cut down a tree on the 3rd month following high winds and inclement weather.

Cllr Rippon – Reported fireworks being let off in the are of Stones Green Road adjacent to Heath Road. Having contacted TDC regarding anti-social behaviour, local Police have also become involved.

Cllr Brattan – Referred to flooding as mentioned previously. 1.24.11. Cllr Brattan advised that cars were being serviced on Manor Field, from 5.30pm onwards on to the night. Enforcement has been contacted and had closed the case without action. Concerned about the local impact, Cllr Brattan asked Cllr Harris for assistance with TDC to further investigate and will provide evidence that she has via email. **Cllr Harris to report outcome.**

Cllr Brattan discussed the unsightly fencing surrounding the care home which was erected not in accordance with planning regulations. There are four possible outcome options, and they are:

Re-apply for planning permission using more acceptable material and move it back.

Reduce height to 1m then permitted development.

Move it back 2m from footpath.

Remove fence and reinstate old hedges.

Cllr Harris noted he spoken to the Enforcement Team leader, Jim GATES about the matter. The planning application was refused 13/09/23 and a period of six months was given to appeal. No appeal has been made to date. Enforcement notices and appeal timescales have been considered. The owner will appeal within the next six months, and this could take between 12 and 18 months.

Cllr Brattan advised that contact has been made with Tilly Kelly, Passenger Transport Infrastructure Manager and a meeting will be arranged with regards to bus stops and how TDC can assist the Parish with ongoing bus stop infrastructure.

Cllr Appleby – no report.

Cllr Cronin – Outlined TIGERS and presented all Councillors with details of the group’s rationale. The group is looking to form as a subcommittee, would like to gain funding and is looking at signage and speed reduction in the Parish. It has been proposed that there will be an agenda item next month to discuss further. Cllr Cronin also referred to a Planning matter circulated by email 22/01/2024 ref DDSL site entrance. This will be detailed further on the next meeting agenda.

Clerk – Key stakeholders have been alerted to Clerk name and address change. Precept figures have been submitted based on September 2023 approval. Cllr Cronin to assist with archiving documents to the E.R.O. Insurance regarding the car park fire is currently under review by BHIB and Aviva. Essex Fire and Rescue have been sent a FOI request for the Goose Green Car Park fire VRM; submitted as Public Interest and Legal rights joint application. Response will be received by 7th February. Policies are being updated and will be sent out prior to meeting for review. The noticeboard o/s BGG is broken and not watertight, consideration to be given to future replacement or repairs. Finance will be the next focus. Contact has been made with the Rural Enforcement Team; Essex Police. They will attend and support us as a rural area as well as undertake extra Speedwatch activity in various locations. Mooted idea of a Clerks Surgery, bi-monthly to provide an opportunity to engage with Parishioners and integrate Police and other groups into local events. Cllr Harris noted he would also be interested in attending as an opportunity to run a District Councillor’s surgery.

1.24.21 Planning (since last full Council meeting)

Applications Received:

- I. [23/01785/FUL](#) - Elysium Healthcare Ltd. Erection of a bus stop with shelter. Land at Entrance to Oaktree Manor, Heath Road, Tendring, Essex, CO16 0BX

The Council wish to support this application. Proposed VC; seconder RC. All agreed in favour.

- II. [23/01746/TCA](#) - Mr David Grayston - PCC St Edmund Church Tendring. T1 Ash Tree - Fell to ground level. T2 Yew Tree - Crown lift over graveyard to 4m above ground level. Church of St Edmund, The Street, Tendring, Essex, CO16 0BL

- III. [23/01744/TCA](#) - Mr Grayston - PCC St Edmund Church Tendring. T1 - Oak Tree - Crown lift to 4.5m above ground, removing epicormic growth from the trunk. T2 - Group of Sycamores - crown lift over car park to 4.5m, felling elongated sapling to approx. ground level. Reducing branches on this group of trees by up to 4m back to the boundary line. T3 - Large Sycamore Tree - remove 4 lowest branches. T4 - Smaller Sycamore Tree - crown lift to 4m. T5 - Walnut Tree - removing branch back to the main trunk. T6 - Yew Tree - reducing back by approx.. 1-2m. T7 - Sycamore/Ash Saplings - fell to ground level around the lamp post. T8 - Oak Tree - crown lift to 4.5m. T9 - Holly Tree - reduce back branches by 1-2m. T10 - ivy covered Hawthorn Tree - fell to ground level. Centre of Pond , 66M From New Hall, The Street , 38M From Unnamed Road, The Street, Tendring, CO16 0BL

The Council wish to support these two applications. Proposed VC; seconder RC. All agreed in favour.

- IV. [23/01730/FUL](#) - Mr G Murray. Formation of private track. Land adjacent to Mistley Road (B1035),

North West of 'Sundial', Tendring.

The Council discussed the application and raised the following concern: the material used to form the track should be bound to ensure it does not come out on to the carriageway causing danger or damage. Cllr Brattan agreed to put forward this concern and the Council as a whole has no objections in principle to this application. Proposed VC; seconder MA.

- V. [23/01285/LBC](#) - Dr Philip Letton. Proposed installation of solar panels onto garage. Hollywood Farm House, Crow Lane, Tendring, Essex, CO16 9AP
- VI. [23/01284/FULHH](#)- Dr Philip Letton. Proposed installation of solar panels onto garage. Hollywood Farm House, Crow Lane, Tendring, Essex, CO16 9AP

The Council wish to support these two applications. Proposed VC; seconder NR. All agreed in favour.

Applications Determined

- I. [23/01623/AGRIC](#) -Prior aprv req - deemed appl refused 05.12.2023. Delegated Decision. Mr Phill Norris - Rainbow Nursery. Prior Approval Application under Part 6, Schedule 2 of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) for an agricultural storage building. Council House Field, The Green, Tendring, Essex, CO16 0BT
- II. [23/01372/FUL](#) – Refusal – Full 05.01.2024. Delegated decision. Messrs Mr A. Blake and Mr P. Norris. Proposed agricultural storage building, glasshouse (relocated from Rainbow Nursery site at Weeley), vehicular access and hardstanding. Council House Field, The Green, Tendring, Essex, CO16 0BT

Plus, any applications or appeals received between the date of the agenda and the date of the meeting, at discretion of the Chair.

1.24.22 County Councillor and District Councillor reports

County Councillor Guglielmi's report circulated with the agenda.
District Councillor Harris reported verbally. **See 1.24.20**

1.24.23 Additional public questions

None.

1.24.24 Issues to be included for discussion in the next agenda.

Cllr Cronin – Tigers to be added to agenda.

1.24.25 Date of next meeting – Monday 26th February 2024 at 7.30pm

Confirmed.

1.24.26 Meeting closes

21.30 Hrs.