

TENDRING PARISH COUNCIL

Parish Council Meeting Minutes

Friday 8th March 2024

Parish Council Meeting on Monday 26th February 2024 at 7.30pm. Tendring Village Hall, The Street, Tendring.

In attendance: Cllr J Brattan, Cllr N Rippon, Cllr V Cauvain, Cllr P Harris, Cllr M Appleby, Cllr S Conner. No members of public in attendance.

Cllr Brattan advised the meeting would be recorded. Clerk undertook contemporaneous notes.

2.24.01 Apologies for absence

Apologies from Cllr Cronin. No apologies received from Cllr Guglielmi

2.24.02 Declaration of interests

None

2.24.03 Minutes of meeting on Monday 22nd January 2024

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

Proposer: VC. Seconder: MA.

2.24.04 Public questions

None

2.24.05 Action Points from Meeting January 22nd 2024

	Ongoing	
1	Clerk	Regarding stickers to adhere to wheelie bins reminding drivers of speed limits. Clerk had emailed Councillors with his information. Rectangular signs carry information, such as one-way streets. Triangular signs carry warnings such as Give Way. Circular signs provide instructions and those with a red border advise on what you must not do. Therefore, a circular sign with a red border is most suited. Wheelie bins in the TDC district are the Property of TDC, not householders. Confusion and issues relating to prosecutions for speeding can arise when stickers are on bins with the wrong speed limit. Council has information for future projects. No further action at present.
2	Cllr Harris	Speedwatch recommencing in 2024. Updated by Cllr Harris. Janet Wiley; Co-ordinator has advised that the whole group will need retraining before commencement. Dates TBA but within the next 3 months. Cllr Harris is keenly involved and will update further. It is likely that Weeley and Tendring can work together for the benefit of all. Update as and when.
3	Cllr Brattan, Clerk	Proposed change to gov.uk email addresses. Clerk still awaiting updates. Repeated contact has been made with Government phone helplines and Weeley Parish Council. Clerk awaits their response.

4	Cllr Cronin	Cllr Brattan advised that Planning Permission had been granted for the bus stop adjacent to DDSL in spite of hopes that it could be relocated. No further action required.
5	Cllr Harris	Industrial site at Tendring Green refused planning application by TDC. Cllr Harris advised that he attended a meeting with Gary Guyver and Mr Richardson. It is Cllr Harris' personal understanding that Mr Guyver understood TPC's viewpoint and is now aware of the negative implications of refusing the original application. Mr Richardson now has the option to appeal the decision and/or resubmit a slightly amended application. He can do this within 6 months from the date of the original decision. If Essex Highways advise that if they wish to oppose in future, this will <u>not</u> be with support from TPC. It is currently unknown who is operating in the site at present.
6	Cllr Brattan	Carpark adjacent to School. Cllr Brattan met with the school and asked for £519 for six months rent for the car park area rented from Belissima Shipping. Awaits payment. The school have asked all parents to contribute to the upkeep of the carpark ongoing, this would be £5 per term. Awaits update. A parent emailed the school and asked for the barrier to be opened. Council referred to agenda item 2.24.17 at this stage. Also matters outstanding, awaits agreement in writing confirming who pays what for the carpark rent.
7	Cllr Brattan, Cllr Harris	Cllr Harris advised that signage relating to flooding in Crown and Crow Lane has been added to assist with safety. Generally flooding at Little Bentley Road has improved. Councillors noted it is dangerous to have to drive on the other side of the road to avoid flooding in the Parish and at this point in particular. Cllr Frank Belgrove and Cllr Guglielmi are on the Local Highways Panel and have been presented with photos and support wherever possible. Chair of the Committee mark Platt advised to send information to Cllr Belgrove. Cllr Harris has also spoken to Essex Highways to advise them of the dangers and asked for his call to be recorded. Essex Highways did state it is extremely wet at present and they would be out with cones and signs in 24 hours, however these have now gone. Cllr Harris also noted that drains need to be dealt with once the water has subsided. Cllr Cauvain noted that Crow Lane was impassable via foot, horse or vehicular traffic at the moment. No further actions at present.
8	Cllr Cauvain, Clerk	Parish Emergency Plan. This will be circulated to the Council by the Clerk. A suitable CB radio was identified (iRonsnow Solar Wind Up Radio, £19.99, red via Amazon) to purchase. Two required for Cllr Conner and Cllrs Rippon and Appleby to use either end of the Parish. Add to itemised agenda for vote of approval in next meeting.
9	Cllr Brattan	Parish Council roles vacant. Cllr Brattan has advised that Cllr Conner has become the Councillor responsible for trees. The role of Open Spaces remains vacant. Cllr Brattan will take on the role of school liaison and Cllr Cauvain will undertake the role of publicity.
10	Cllr Brattan, Clerk	Councillor roles, photos and mini biography on website. Still awaiting details from some Councillors. Awaits input from Cllr Harris, Cllr Conner and Cllr Appleby.
11	Cllr Cauvain	Essex Wildlife, wilder villages wilder towns. Cllr Cauvain advised that on behalf of the Council, she has signed up. This will assist with the Village Hall Carpark and the Memorial area.
12	Cllr Brattan, Cllr Harris	Cars being serviced on Manor Field from 5.30pm onwards. Cllr Harris has asked TDC to reopen the case. Director of Planning Mr Guyver is aware that if planning ignored, it does not set a good precedent and planning should be taken seriously. No further action at present.

13	Cllr Brattan	Update regarding Essex Minerals Plan following meeting attended. Item missed from agenda. To be updated next meeting.
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2.24.06 Current status of Parish Council Banking

Clerk advised three months after starting the RFO role, access to bank accounts was limited only to the Chair and that banking could only be undertaken by telephone. Cllr Rippon asked whether this had affected payments, Clerk noted it had delayed payments and some work was being repeated. Cllr Brattan advised that she visited HSBC in person with the Clerk and it was clear that as many months had passed and the banking was no further forward and that it was unlikely to change. Both also visited other banks and it seems the best course of action is to open a new account with Natwest, to transfer all funds and banking from HSBC and then at this stage to close the HSBC account.

Proposed: VC. Seconded: MA. All agreed to the vote.

2.24.07 Parish Mobile Phone

Council to consider proposals concerning Parish Phone as used by Clerk. Currently no working handset is available. The Three mobile card is incompatible with the mobile presented to the Clerk, it was an old handset belonging to the Chairs family. The Clerk expressed a wish to use a personal phone for Council business as this is generally always on and to cancel the Three contract. Cllr Appleby advised that this arrangement could be revisited in future if this was not working.

Proposed: VC. Seconded: JB.

Clerk to arrange for phone contract to be cancelled with immediate effect.

2.24.08 Payments for approval

Payable to:	Amount:	Reference:
Wages (Paid - 28/01/2024)	£454.40	January salary
Cllr R Cronin	£4.97	Ebay Receipt Lock for noticeboard
Karen Mackintosh (clerk)	£59.99	For Parish Council Microsoft 365 annual payment. Currently no debit card for Parish Council Bank Account; clerk paid 11/02/2024
Tendring Village Hall	£135.00	840 – Jan – Dec 2024 Hall Hire for monthly meetings
TDC	£104.20	7671526 – Servicing and disposal costs for floor mounted litter bin 23/24
HSBC	£5.00	Monthly bank charges
Clerk Expenses	£1.95	Large first-class stamp; mail to Town Hall.
SLCC – Society of Local Council Clerks	£112.00	Annual subscription payment

Note: Salary to be amended to £464.40 on next agenda. Error made with figures.

Proposed: VC Seconded: NR

All agreed in favour.

2.24.09 Council to note previously authorised payments and regular Direct Debits

Payable to:	Agreed (minute ref):	Paid on:	Amount:
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H3G DD	5.22.1722	15/01/24	£9.60

Proposed: VC Seconded: NR
All agreed in favour.

2.24.10 Meeting with Essex Police Community Safety and Engagement Officer.

Cllr Brattan noted that she had met with Sarah Latchford, Community Safety and Engagement Officer. The Rural Engagement Team have pledged support and will undertake some Speed Reduction activities in the village. This will include Speed Checks and a general increased visible presence. Cllr Brattan advised that she saw a Police Stop in the Car Park. Sarah Latchford and the Local PCSO have agreed to attend a Parish Surgery in April, before the P.C meeting to engage with Parishioners. Discussion was made with regards to a dedicated Parish Council Special.

2.24.11 TIGERS

In Cllr Cronin's absence, Cllr Brattan advised that Cllr Cronin wishes to set up an official Council sub-group as the TIGERS. The Council agreed that Cllr Harris is the Spokesperson for Transport and Safety and leads on behalf of the Council in this area.

The Council voted against this proposal. Proposed: VC. Seconder: SC. All voted against.

Cllr Harris noted that as the Transport Representative for the P.C, he already works with a number of groups not affiliated to the P.C whose aim is to better safety and transport within the area in a similar vein to TIGERS, I.E Speedwatch. Cllr Harris is open to working with the TIGERS in a similar, positive fashion and looks forward becoming more involved.

2.24.12 Local Plan

Cllr Brattan raised the Local Plan as an opportunity for the Council to identify packages of land that could be identified as sites to encourage wildlife. Cllr Harris explained that the Plan is reviewed every 5 years and contact with the P.C is part of the consultation. It primarily identifies new areas for businesses and houses. Landowners and developers will identify new sites. **Cllr Harris will continue to monitor and watch for progress. It is a local plan for now, with an eye on the future.** Cllr Cauvain noted that there were numerous small areas, such as the junction of Little Bentley Road where scrubland is available for wilding projects.

2.24.13 Sewage and human waste spill near 5 houses Stones Green Road

Cllr Harris spoke to Rebecca Duff-Cole at TDC Environmental Protection department. TDC have tracked the owners of the plant; Tudor Construction are responsible. TDC also attended in person. The plant was pumped, and 2000 gallons of waste was removed. Another 1500 gallons is still to be removed. The pump which had flooded and was broken can at this point be repaired. A contract is in place to empty the plant every 3 months and service it every 12 months. Once plant works have been resolved, contamination will then be resolved. Tudor Construction will be responsible for this. Cllr Rippon advised that the Milligan's should be updated. He also stated he had met and spoken with a local resident who advised that contamination had flowed into the ditch the opposite side of the road and was travelling towards Little Bentley Road. Cllr Harris agreed and stated he had seen this himself and taken

photographs. Tudor Construction are aware of this. **Once completed Cllr Harris advised that the area could be thoroughly checked.**

2.24.14 Over hanging trees and hedges

Cllr Brattan advised that the Council had been in contact with the owners of Rectory Cottage. Their deeds show that they own property to the edge of the Road. The owners have kindly agreed to cut back the hedge in April. Clerk advised that a second matter is still outstanding in Heath Road. A land agent had been approached to identify the legal owners in order that low lying foliage could be removed from a thin path. **The Council awaits the owner's response about this matter. Cllr Cronin is aware.**

2.24.15 Action relating to the vehicle Registration Number of the vehicle involved in the car park fire.

Clerk advised that the VRM has been obtained from Essex Fire and Rescue and that the Council now needs to decide what options to take. An application can be made with the DVLA, costing £2.50 to obtain the owners name and address at the point of the fire or the no further action could be taken. Cllr Brattan advised that as well as gaining the insurance excess from the owner, a claim should be made to gain funds spent to replace the burnt fencing as well. **Clerk to make application.**

The Council voted to gain the owners details and to pursue the costs spent on rectifying the damage.

Proposed: VC. Seconded: NR. All in favour.

2.24.16 Scarecrow Trail

Cllr Brattan advised she had met with Jo Cauvain, other members of public were unavailable. The second Tendring Scarecrow Trail is proposed as May 4th- 6th. Scarecrow characters would be characters from books.

Cllr Brattan proposed that Council funds are required to promote the event. These include a banner, approximate cost £30. A float of £25, Teas and Cakes £50, Hall hire £79, Hay bales £9, a 10 pack of stakes £46.59. Also, prizes would be supplied, book vouchers – 1st place £30, 2nd place £20 and 3rd place £30. Also a £10 book voucher for the trail winner.

Cllr Brattan noted that profits raised could go to local charities or play equipment, etc. No profits were made at the last event. Consideration was given to asking local businesses for sponsorship. Cllr Harris noted that a firm decision on how profits were to be spent would be useful before approaching local businesses. Cllr Brattan advised that the whole Council need to become involved, making cakes, scarecrows, etc. **It was agreed to put the matter on the next agenda for agreement as to how monies raised will be spent.**

Note: Council also spoke about the memorial bench which is damaged and needs repair as a possible source for funds raised. Cllr Rippon asked why the PC was involved with the Village Hall area when the Hall is run separately. Cllr Cauvain noted that she believed the land to be owned by the Parish Council. The Council as a whole was not sure if this was the case. Clerk advised that it was important to establish ownership as assets may belong to the Council and insurance would need to be amended to ensure Public Liability was covered. **Clerk to establish ownership of land.**

Council was asked to vote regarding agreement to costs. Proposed NR. Seconded VC. All voted in favour.

2.24.17 Barrier Openings linked to School

Refer back to item 2.24.5 – Item 6

A parent emailed the school and asked for the barrier to be opened. Council referred to this agenda item and voted at an earlier stage of the meeting. It is the belief of the Council that a parent wishes the barriers to be raised so that their vehicle can access the further car park areas. Cllr Brattan advised that the barrier height was 2.2m and that the average SUV was 1.8m. It is possible that vehicles may have roof boxes, etc. The Council were concerned about ongoing risks to safety, security and wear and tear should larger, more commercial vehicles enter the area. A portion of the car park is already barrier free, allowing people with taller vehicles to park; albeit with a slightly longer walk.

The Council voted against allowing the barrier to be raised. Proposer: VC, Seconder MA. All voted against.

2.24.18 Aggregates for Car Park Repairs

Cllr Brattan asked Council to resolve to consider and agree a request from the School for payment for aggregate to maintain the safety of the car park. Currently there are many potholes. A quote was obtained from Silverton Aggregates for 4 tonnes at a cost of approx. £200. Cllr Brattan noted the school will supply manpower to lay the aggregate.

Council agreed to spend. Proposed VC. Seconded PH. All voted in favour.

2.24.19 Clerk and Councillors reports/updates

Cllr Conner – no report

Cllr Cauvain – Noted the earlier confirmation that she met with Essex Wildlife. Additionally, there will be a working party on Saturday 16th March to litter pick at the Church. Gardeners also welcome, refreshments available. A Men At Work sign would be utilised in Crown Lane for safety. Litter icking apparatus has been sourced.

Cllr Rippon – asked Cllr Harris to kindly establish why the bus stop at The Heath has taken so long to approve. **Awaits.**

Cllr Brattan – no report

Clerk – Clerk surgery information. Advised had undertaken basic training. Confirmed still no further forward with finances due to delays in gaining correctly formatted and complete statements and lack of access to banking in any form.

Cllr Appleby – no report.

Cllr Harris – advised he continues to deal with Hedingham Buses to remove buses from Crow Lane. It remains a safety issue. Cllr Harris has been speaking to the MD of Hedingham buses, Cllr Guglielmi and Chair of Local Highways Panel Mark Platt. Essex County Council will make the final decision.

2.24.20 Planning (since last full Council meeting)

- I. 24/00091/VOC. Stephanie Struth. Variation of Conditions 4 and 5 of 20/00041/FUL to replace the water redirection valves to reuse grey water in the garden with a set of alternative features. Change the driveway surfacing from hoggin to type 1 granite.

Crooked Timber Drummers Little Bentley Road Tendring

No issues. Proposed VC. Seconded NR. Council all in favour.

- II. [24/00046/LBC](#). Mr Warren Martin. Proposal to change/renovate all windows and to lime render the front of the property. Church Cottage, The Street, Tendring, Essex, CO16 0BL

Council agree that the changed would make the property look better and improve the building.

No issues. Proposed VC. Seconded NR. Council all in favour.

A further application had been made:

- I. [24/000268/TCA](#). Trees in a Conservation Area Notification. Weeping Willow – Requires Pollarding. Cotton Tree – To be pollarded. Conifer – TO be removed. Silver Birch – To be pollarded. Conifer – To be trimmed. Churchfields, The Street, Tendring.

Cllr Conner has spoken to Tree Warden Clive Dawson. The Council has resolved to abide by the decision of the Tree Warden. Proposed VC. Seconded NR. Council all in favour.

Applications determined:

- I. [23/01662/FUL](#) Approval – Full 17.01.2024 Delegated Decision. Mr S Tilley - Horizon Construction Ltd. Proposed alterations to site layout and access to serve additional production and storage space approved under 22/01924/VOC. Delta Design Systems Ltd, The Green, Tendring, Essex, CO16 0BU
- II. [23/01730/FUL](#) Approval – Full. 01.02.2024. Delegated Decision. Mr G Murray. Formation of private track. (Retrospective). Land adjacent to Mistley Road (B1035), North West of 'Sundial', Tendring.
- III. [23/01284/FULHH](#) Approval – Full 16.02.2024 Delegated Decision. Dr Philip Letton. Proposed installation of solar panels onto garage. Hollywood Farm House, Crow Lane, Tendring, Essex, CO16 9AP.
- IV. [23/01285/LBC](#) Approval - Listed Building Consent 16.02.2024 Delegated Decision. Dr Philip Letton. Proposed installation of solar panels onto garage. Hollywood Farm House, Crow Lane, Tendring, Essex, CO16 9AP.

All noted by the Council.

Secretary of State Appeal:

TOWN AND COUNTRY PLANNING ACT 1990 - APPEAL UNDER SECTION 78

Site Address:	Land at Bramble Lodge Heath Road
Description of development:	Erection of bungalow.
Application reference:	23/00683/FUL
Appellant's name:	Mr and Mrs Smith
Appeal reference:	APP/P1560/W/23/3329713
Appeal start date:	13 February 2024

An appeal has been made to the Secretary of State against the decision of Tendring District Council to refuse an application for the above development on 6 July 2023. The appeal will be determined on the basis of written representations. The procedure to be followed is set out in Part 2 of the Town and Country Planning (Appeals) (Written Representations Procedure) (England) Regulations 2009.

Cllr Rippon advised that the Council did appeal to original application. The plot is a back land development application in contradiction to TDC policy. The Council agreed to object to the appeal. Proposed VC. Seconded NR. Council all in favour to object.

2.24.21 Consideration of May Meeting Date

Cllr Brattan asked Council to review to may date as this will be when the Chair election takes place and full Council should be present. The current agreed date is a Wednesday when people are on holiday or unable to attend due to other commitments. A new agreed date of Tuesday 28th May has been proposed. Clerk to speak to Beaumont Village Hall, Little Bentley Hall and the W.I Hall at Thorpe to identify hall and proposed cost.

2.24.22 County Councillor and District Councillor reports

County Councillor Guglielmi's report circulated with the agenda.

District Councillor Harris' report:

Cllr Harris discussed the full Council Meeting he attended on 13th February 2024 with regards to budgets. For every £1 in Council Tax, 9 pence goes to TDC. The remainder is distributed to Essex County Council, Police, Essex Fire and Rescue Services, etc. Mark Platt, Chair of the Local Highways Panel and Cllr Guglielmi have verbally supported concerns for speeding through the village. Key areas include The Heath/Tendring Green. It is noted that traffic speed concerns are also present towards Manor Field. Consultation is currently underway with Essex County Council Highways to reclassify roads in Essex. There will be 9 types of roads, each with a determined speed limit, signage, and maintenance policy. This is not a short-term project, however in future it maybe a possibility that roads can be reclassified. The Windfarm Consultation continues. Starting in 2027, a main site with offices, etc will be sited at Horsley Cross, in Clacton Road, part of the Parish. There will be a number of smaller sited located in the Tendring area. A major effect of the project will be increased vehicular traffic, in particular trucks which will pass through Weeley, Thorpe and Frinton. At the same time, it is expected that the Council Office site in Weeley will be redeveloped; 280 houses will be built. This will add to further strain and congestion on roads. The next full Council meeting will be on 19th March 2024. The proposal to start Planning Meetings at 5pm rather than 6pm is still being pursued by the Council.

2.24.23 Additional public questions

None.

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

None

2.24.25 Date of next meeting – Monday 25th March 2024 at 7.30pm

2.24.26 Meeting closes

21.37 hours.

