

# TENDRING PARISH COUNCIL

## Parish Council Meeting

### Minutes

Parish Council Meeting on Monday 25<sup>th</sup> March 2024 at 8pm. Tendring Village Hall, The Street, Tendring.

In attendance: Cllr J Brattan, Cllr N Rippon, Cllr V Cauvain, Cllr P Harris, Cllr M Appleby. Four members of public in attendance.

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

#### **3.25.01 Apologies for absence**

Received from Cllr Conner and Cllr Cronin  
No apologies from Cllr Guglielmi.

#### **3.25.02 Declaration of interests**

None

#### **3.25.03 Minutes of meeting on Monday 22<sup>nd</sup> January 2024**

Amendments advised. The agreed. Proposed PH. Seconded VC.

#### **3.25.04 Public questions**

None

#### **3.25.05 Action Points from Meeting February 26 2024**

	Ongoing	
1	Clerk	To report on progress with car registration re car fire Goose Green. A report and letter have been sent along with the form. This was sent recorded delivery due to GDPR issues along with a cheque for the remittance. As previously authorised by the Council, Clerk used a private cheque and will claim back expenses.
2	Chair	Parish Bank. Discussed Unity Bank and hopefully this will be running for the new financial year.
3	Cllr Cronin	Update on TIGERS. Cllr Cronin apologies received therefore no further updates this month.
4	Cllr Brattan	Update on scarecrow event. Scarecrow sponsorship has been pledged. There has been no final clarification on how the money will be spent. It will be on playground equipment but no final decision on exact type. Cllr Brattan advised that so far there will be 28 scarecrows and noted positions across the village. The banner has been printed and will be going up in April.
5	Clerk/Chair	Update on May meeting date. Clerk advised that an enquiry has been made with Anne Schofield for Wix and Wrabness Village Hall on Tuesday 28 <sup>th</sup> May. The small hall where other PC's meet is available, price TBC. The Council agreed that if the date isn't a Wednesday, other days that week could be agreeable. Cllr Brattan advised she will liaise with TVH to see whether another date could be achieved in Tendring.

#### **3.25.06 Resignation of Clerk**

Cllr Brattan noted that the Clerk has resigned and thanked her input during her time with the Council.

### 3.25.07 Proposal to appoint Locum Clerk Graham Walkingshaw.

Council discussed proposal to appoint locum Clerk. Agreed by all. Proposed: NR. Seconded: VC.

### 3.25.08 Update on recruitment process and change of roles within Personnel working party

Council discussed and agreed change of roles. Cllr Appleby to serve on Personnel committee and Cllr Harris and Cllr Cauvain to serve on Appeals Committee. Cllr Rippon confirmed that the Clerk job advert had been published on TDC and EALC websites. It would also be published in full on Facebook. Application closes 19<sup>th</sup> April 2024. Change of roles agreed. Proposed NR. Seconded: MA.

### 3.25.09 Response to North Falls Consultation

Cllr Brattan advised that she attended an online meet with Cllr Rippon and Cllr Cronin also in attendance. Cllr Brattan outlined plans in relation to: Operation and Maintenance points -Lodge Lane, Fields north and south of Wolves Hall Lane. Visibility splays - fields North of Stones Green, South of A120 /B1035 roundabout. Temporary Construction Compound - North of B1035/Tending Rd, /Thorpe Rd south and west of Swan Rd, South of A120 off B1035/Thorpe rd. Proposed improvements to Bentley Rd to facilitate construction haul road.

Cllr Brattan asked the Council to formulate an agreed response to this North Falls consultation which needs to be submitted by 18<sup>th</sup> April 2024.

Cllr Harris noted that much of the ongoing traffic will likely be 4 x 4 vehicles. Only when faced with an emergency issue will HGVs be likely to use the roads. Cllrs collectively raised concerns about the suitability of Lodge Lane, Chapel Lane and the other nearby routes. Alternative routes more suitable may be available. Cllr Cauvain noted that Lodge Lane is not as well made as other alternatives. Cllrs noted that they have concerns about larger vehicles being used. Also, that current road conditions are of concern and that greater volumes of traffic will further damage the roads. The school is nearby, and school times should be avoided.

Cllrs agreed that a response should be formulated. Cllr Brattan will formulate a response and circulate to other Councillors before submission. Proposed: VC. Seconded: PH.

### 3.25.10 Payments for approval

Payable to:	Amount: £	Reference:
Wages (Paid - 28/01/2024)	464.4	March salary
IISO	35	Data protection fee DD (April)
J Brattan	11.49	Box files
Clerk expenses	110.5	General
Clerk mileage	102.6	

Cllr Brattan noted that the price of the aggregate from Silverton Aggregates had risen to £214 including delivery.

#### Council to note previously authorised payments and regular Direct Debits

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

All payments agreed. Proposed: NR. Seconded: MA.

### 3.25.11 Goose Green Inspection Procedures

Cllr Appleby advised that she attended Goose Green with Cllr Rippon on July 23<sup>rd</sup> and compared the most recent Playquip report with the site. Feedback was gained from MOP's who

said that they attended this park due to the quality of the equipment and that it was wooden; in keeping with the area.

It was noted that there was no signage advising where to report issues or damage. This could be added to the noticeboard. D shackles need replacing on some equipment. Consideration will be given to the nest swing, pins in equipment near the shackles and the issue of protecting wood rot by using metal pole holders at ground level into which wood can sit. Cllr Appleby and the Clerk noted they are unsure what the current agreement with Playquip is and when the next site visit and check is due, since the most recent report was somewhat unexpected.

Cllr Appleby proposed to get another quote for the park inspection and at this stage the Council can consider a new inspection regime. This will be brought to/passed for presentation at the next meeting.

Proposed: VC. Seconded: JB.

### **3.25.12 Policies to be reviewed and approved by Council**

Cllr Brattan had circulated all reviewed and updated policies prior to the meeting. Cllrs were asked to review/confirm/amend all updated policies in the meeting.

GDPR policy

All agreed, no amendments. Proposer: VC Seconded: MA

Internal Financial Control

All agreed, no amendments. Proposer: VC Seconded: NR

Model Financial Regulations

All agreed, no amendments. Proposer VC: Seconded: MA

Standing orders

All agreed, no amendments. Proposer: VC Seconded: MA

Reserves Policy

All agreed, no amendments. Cllr Brattan advised that advised reserve amounts of 50 – 80% were currently held by the Council. Proposer: MA Seconded: VC

### **3.25.13 County Councillor and District Councillor reports**

No reports received from Cllr Guglielmi since February 2024. Nothing to circulate this month.

Cllr Harris advised that last week he attended a Full Council Meeting. The proposed change of time of the Planning Committee Meeting he had spoken against was voted through and it will start at 5pm. Cllr Harris noted he will continue to oppose the change.

Cllr Harris discussed the 250-year-old oak tree in Stones Green Road. A proposed change to planning rules has been mooted; that is to remove a TPO from a tree the matter need not come through the Planning Committee. Tree Warden Mr Clive Dawson would prefer the matter to be brought before elected members whilst Cllr Baker; Portfolio holder for Planning and Houses feels this would overload the Committee. The matter will be voted on at Full Council Meeting. Cllr Harris feels that the matter should be decided by elected members and will give this view.

Cllr Harris spoke to Gary Guyver about the C.I.L. Once brought in by TDC, this would not be a payment on applications already approved. Payment would be made only on new homes being built. The biggest change before this would be a new Government. This may change plans in policies in any case.

Cllr Harris discussed the standing water adjacent to the War Memorial. Constant splashing is resulting in names and brickwork being worn away. Cllr Harris has been in discussion with David Grayston about this matter. Essex Highways have been alerted and a case number generated; they will investigate. This will likely take some time. A group of local Veterans are also monitoring the situation.

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

Cllr Cauvain: The carpark and Memorial gardens area has had a tidy up. Also, a successful litter pick has been undertaken. The Emergency Plan has not yet been circulated since the Clerk contact details will be changing.

Cllr Rippon: Ongoing plans with the Heath Bus Shelter. Leah, the main construction contact at Elysium Healthcare has been ongoing contact and they will pay for and erect a shelter. Cllr Cauvain will be involved, and opportunities exist to promote wildlife in this area. No dates have been decided for the open date at present. Cllr Appleby added that recruitment has gone well for Elysium Healthcare, and they are looking at specialist recruitment at present. There will be a phased opening with 14 patients initially. The site will be renamed Dunnock's View. Cllr Rippon further noted that the village would like a further noticeboard at the Heath; this would be an ongoing project.

Cllr Brattan: Noted that the Manor Field site opposite her home is still operating car repairs against planning permission. Cllr Brattan is keeping a log of activity. Monday to Friday 5.30pm – 10.30pm and weekends 9am – 10.30pm. Cllr Harris advised that he spoke to Gary Guyver again about this matter. He will re-open the case.

Clerk – None.

Cllr Appleby – None.

### **3.25.15 Proposal to change banking to Unity bank.**

Council approved the proposal to change banks.

Proposed: VC Seconded: PH

### **3.25.16 Accounts review.**

Cllr Brattan had circulated bank accounts and reconciliation to Councillors.

All agreed as acceptable. Proposed: NR Seconded: MA

### **3.25.17 Proposal to outsource PAYE and VAT reclaim**

Cllr Brattan advised that the Council has been asked to outsource PAYE and VAT reclaim for the year. Clerk was asked to forward information again about the company in Kidderminster who offer this service for other, local Parish Councils.

Proposed: VC Seconded: MA

### **3.25.18 Planning Applications received**

[24/00268/TCA](#)  
Mr Phillip Hyman

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  
Essex  
CO16 0BL

It was noted that the above matter was discussed and determined in last month's meeting.

### Applications determined

[24/00268/TCA](#)  
Mr Phillip Hyman

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  
Essex  
CO16 0BL

This matter has now been approved.

[24/00091/VOC](#)  
Approval - Full  
08.03.2024  
Delegated  
Decision

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  
Clacton On Sea  
Essex  
CO16 0FE

### Appeals

Erection of 2m high metal fencing to perimeter of front and side boundary (retention of)  
Tendring Meadows Care Home ,Heath Rd, Tendring, Clacton-on -Sea Essex C)160BZ  
Ref.No:24/00012/REFUSE/Received: Wed 13 March 2024/Status Appeal Lodged

Cllr Harris noted that residents continue to voice strong objections about the fence. This provides new evidence which can be reported.

Cllrs discussed the correct procedure so that they could lodge any comments. These should be made on the Inspectors own website. Cllr Rippon stated that he would undertake to make comment on the above and re-iterate concerns that the Council have previously documented. Cllr Rippon will also update the appeal from last months meeting which has yet to be lodged.

### 3.25.19 Additional public questions

None

### 3.25.20 Issues to be included for discussion in the next agenda.

None

### 3.25.21 Date of next meeting – Monday 22nd April 2024 at 7.30 Tendring Village Hall

Cllrs Appleby and Rippon both advise of apologies for this next meeting.

### 3.25.22 Meeting closes

21.11 Hrs