**ALRESFORD PARISH COUNCIL**

**Parish Council Meeting**

**Minutes of the Parish Council Meeting held on the 4th of January 2023**

**At 7.30pm the Pavilion, Ford Lane, Alresford**

**Cllrs. Present:** Cllr. F. Belgrove (Chairman), Cllr E Osborne (Vice Chairman), Cllr. L. Belgrove, Cllr. A. Broom, Cllr. G. Scott, Cllr. A. Wiggins, Cllr S. Clark, Cllr J. Claremont-Brown.

Also present: The Clerk, County Cllr. A. Goggin

Members of the public x3

**Meeting opens:** 19.30hrs transacting the following business:

**Minutes from the Agenda**

**01.23.01 Announcements:** Chairman**,** Cllr F Belgrove makes the following announcements:

Welcomes everyone to the meeting and wishes everyone a very happy new year.

Mentions the new strain of Covid, and reminds attendees of the access to hand sanitiser and the freedom to use face masks.

Announces that Monday May 8th is a bank holiday for the coronation of King Charles III.

The chairman also mentions that due to the bank holiday, and the election on May 4th, there would not be an Annual Parish Council Meeting on the 3rd but the Annual Parish Council Meeting will be on the 10th. The Annual Parish Meeting will need to be re-scheduled.

The chairman announces the resignation of councillor Sue Hammick for personal reasons. The clerk to inform Tendring District Council elections officer of the vacancy. He also announces the resignation of the long-standing Chairman of St Osyth Parish Council, Sonia Grantham and thanked her for such dedicated long service to the parish.

Finally due to Christmas and administrative gaps there have been delays to the agreement and installation of the SID on Wivenhoe Road, bus and bus stops are all awaiting external agency decisions.

The Clerk announced the receipt of a letter from King Charles, on the receipt of our letter to the King expressing the council and parishes collective condolences.

**01.23.02 Apologies for Absence.** Cllrs J Housden Cllr R Swash, Cllr S Hammick

**01.23.03 Minutes of the last monthly meeting:** To approve the minutes of the Parish Council meeting of the 7th of December 2022.

Proposed: Cllr S Clark

Seconded: Cllr E Osborne.

2 abstentions. Carried

**01.23.04 Declarations of Interest.** Councillors to declare pecuniary and non-pecuniary interests in agenda items. Cllrs G Scott and A Wiggins declared an interest in relation to the item 01.23.09

**01.23.05 Public Forum** This council is committed to community engagement and welcomes members of the public to contribute in this part of the meeting. Time limit 3 mins per person. Item limited to 10 minutes. **During the public forum:** Members of the public and guests can address the Council on matters presented on the publicised agenda. Council can only take decisions on agenda items. Matters raised not on the agenda can be carried forward for a response later. Any questions not presented to council far enough in advance may be noted and responded to at another time. **After the public forum:** Members of the public are asked to respect that this is a meeting to conduct council business and interruptions during the remainder of the meeting are not permitted.

A member of the public speaks on behalf of Wyvernwood, apologising for the poor aspects of communication, and the manner in which the venture started to trade. Assures those present of the best of intentions, the wish to be a force for good in the community, expressing the desire for better and a high-quality dialogue between all parties. Asks for the email sent to the chairman to be shared with all councillors.

A second member of the public spoke about the granted planning consent for an extension to the post office, and the issue with the vans, and the conditions over working times. Requests that the Parish Council writes to TDC and to planning enforcement over working hours, over the anti-social hours, the loudness of the staff and the processes being undertaken there. District Councillor Gary Scott informs the resident that he will bring it up again and states that TDC planners are not responding to e-mail enquiries. He states that he will address this to the new Planning Director. Cllr S Clark comments and Cllr E Osborne agrees with the resident that planning enforcement is weak. Cllr A Wiggins speaks as a Parish councillor and reminds everyone that when the application came to council not all the information required was included. Cllr Osborne reminds those present that Alresford Parish Council did object to the development and extension of the post office.

A third member of the public spoke regarding having contacted the PCSO in regard to the SID and TruCam deployment. Councillors acknowledged this and reminded those present that the TruCam was in for repair with no time scale communicated for when the repair would be completed. The VAS sign being delayed by the Essex County Council Highways department.

**01.23.06 Finance Matters.**

i: Report from the Chairman on bank and banking access problems experienced in December.

Chairman mentions the issues over Bank access on November 28th, the 15th of December and the issues with letters overlapping and lock outs occurring even though the account details and compliance with the money laundering questionnaires had been completed.

Cllr G Scott empathises and states that similar has happened to the Autumn Centre.
Councillors ask for a finance committee agenda item for a new bank account, and a second bank account.

ii: December 2022 Finance Report - Council to review.

Proposed Cllr A Broom, Seconded Cllr A Wiggins. Carried.

Cllr L Belgrove requests that in future, expenses and mileage be listed separately to staff salaries for clarity of review. Point to be raised with the Finance Committee

**01.23.07 Code of Conduct:**

i: The Code of Conduct for Alresford Parish Council to be updated to tailor it to the requirements of our Council as we currently use the District Council model template. Council to vote on changing the section on Personal Interests (Pecuniary Interest item to remain unchanged) so that Councillors can remain in the meeting room having declared a personal, non-pecuniary interest.

ii: Council to discuss the adoption of the NALC/LGA revised code of conduct incorporating the civility and respect pledge. Cllr G Scott reminds everyone that the new code of conduct whilst a good thing to adopt requires councillors to be further trained.

Proposed to adopt codes by Cllr E Osborne, seconded Cllr L Belgrove. Carried.

**01.23.08 Planning** Council to consider the following planning application:

**APPLICATION NO: 22/02035/FULHH**

PROPOSAL: proposed extension and first floor side dormer. LOCATION: 7 Bramley Close, Alresford Colchester CO7

**Council discusses.** Cllr E Osborne introduces. Cllr L Belgrove asks if any complaints have been received (none). Cllr S Clark comments on privacy for adjoining homes and the similarity to other developments nearby. Cllr G Scott comments. Cllr F Belgrove suggests that neighburhood consultation should be considered.

Cllr E Osborne Proposed neutral response, with no objections. Seconded Cllr G Scott, carried.

* + 1. **Domestic Violence:** Report from Linda Belgrove (Item held over). Cllr L Belgrove reports. 2million incidents of domestic abuse in the UK including coercive control. 1.3 million women experience domestic abuse and or violence. 600,000 men and 100,000 children affected too. Reminds council of its duty to uphold the law, and that our own PCSO report highlights the incidence in our own small parish. Suggested a visit from the Police Fire and Crime Commissioner or the deputy, and that council adopts a resolution at the next practical meeting on the incidence of Domestic Abuse and Domestic Violence to report and intervene, to sign post and advise through the notice boards, the website, and the Alresford advertiser.
		2. **District Councillor’s report (Written Report)** and 5 min verbal report. Cllr G Scott introduces.
		3. **Essex County Councillor Report (Written Report)** and 5 min verbal report
		4. **Council to decide on: The acquisition of bulbs** to plant at St Peters Church in verges and hedgerow. Cllr G Scott introduces and advises on the areas required to be planted. Cllr G scott proposes a £100 budget. Cllr L Belgrove suggests expectation was £25-50. Cllr E Osborne suggests a maximum budget of £75. Cllr L Belgrove reminds councillors of the need to manage budgets carefully and prudently in the cost-of-living crisis as part of the public accountability.

Cllr F Belgrove proposes a £75 budget, seconded by Cllr A Wiggins. Carried. **Action:** Cllr G Scott to approach local companies and purchase bulbs for planting.

* + 1. **Council to consider** whether inflatables (bouncy castles etc) can be used on the playing field (resident request for this item as she wants to book the hall and pavilion and have an inflatable play item on the field). Cllr E Osborne suggests that when well supervised bouncy castles are okay, but that they require additional insurance, continual supervision, a risk assessment, and the informing of our own insurers regardless of the inflatable companies insurance liability. As an addition to hire of the playing field or site, they are too dangerous. Cllr L Belgrove agrees.

Cllr F Belgrove seeks a proposer for the item, but with no proposer there is no resolution to vote on.

* + 1. **Council to review** following approval in December meeting to retain devolution actions: Worsening situation with loose kerbstones on several estate roads. Council to consider options. Cllr F belgrove introduces, stating that under devolution the parish council made significant improvements, but that with the withdrawal of devolution council would need to use their own money with no assistance from ECC. Cllr G Scott mentions several locales and that the volume requiring address would be excessive to administer. Cllr F Belgrove suggests that the locality fund and community benefits might be possible funding streams. Cllr L Belgrove suggests it would be a good focus especially in light of disability access and the danger broken kerbstones represr5nt to those with disabilities or impairments. Cllr S Clark expresses the community benefit for all. Cllr E Osborne supports and suggests that Cllrs re-visit and prioritise the areas to focus on. Cllr G Scott reminds council of the need for contractors to consult with utilities by law. Cllr F Belgrove suggests that Colne Contracts our previous contractors recognise this and comply in all lawful and legal manners.
		2. **St Peter's Mews.** Two issues have been raised by the resident's association.
1. Would the Parish Council consider adopting the public spaces and highway of St Peter's Mews.

Cllr E Osborne reminds those present that these were concerns expressed at planning by the Parish Council and that the same issues are relevant to Little Acres, Munson Gardens, et al. Residents had this clearly spelled out in their purchase contracts and chose not to consider the option of council taking over due to the costs involved. Cllr S Clark agrees that if the Parish Council adopted, then it would set a precedent to all the other estates and small developments in the village.

1. Could the Council remove a wild shrub that is planted on the boundary with

the allotment access path as it is invasive to flower beds in St Peter's Mews?

It is agreed that this is on Parish Council leased land and the Clerk will instruct contractors to remove the shrub.

* + 1. **Council to consider and discuss:** 3x received quotations for improving play equipment from S106 monies, Clerk to make a recommendation from the meetings and discussions held. Additional quotes for installation of adult gym equipment and a second MUGA as separate projects. Quotes received for all projects but there is a necessity to liaise with funding agencies and the other stakeholders.

It is recognised that due to the value of works the project must go to tender and council may not take a decision at this juncture.

Cllr G Scott comments that play equipment paid by S106 money must be signed off by Cllr G Scott and Cllr A Wiggins and that Ian Taylor is also involved in the S106 allocation. **Action:** Clerk to put out to Tender for Play Equipment Upgrades only.

* + 1. **PCSO/Police Report**. Policing update and PCSO crime report. This was discussed as part of Councillor L Belgrove’s report on Domestic Violence item **01.23.08**
		2. **Clerks Report:** The clerk delivers a verbal report for the preceding months actions on behalf of council.
		3. **Meeting Ends** 21.09hrs

Prepared by the Clerk/Proper Officer: Matt Cooke 28.12.22