**ALRESFORD PARISH COUNCIL**

**Parish Council Meeting**

**Minutes of the Parish Council Meeting held on the** Wednesday 6th of December 2023.

**Held at 7.30pm the Pavilion, Ford Lane, Alresford**

**Cllrs. Present:** Cllr. F. Belgrove (Chairman), Cllr E. Osborne (Vice Chairman), Cllr G Scott, Cllr. A. Wiggins, Cllr A Broom, Cllr S Clark, Cllr V Dalzell.

Also present: The Clerk, County Cllr. A. Goggin, Members of the public x4

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

**Minutes from the Published Agenda**

**12.23.233 Announcements-**

The chairman announces his thanks to those involved in setting up the village Christmas tree, Mark Brumpton, Jason Spurgeon, councillor Bina Swash, and Councillor Ernie Osborne, as well as the children of both the Alresford Primary school and those of the Colne school who helped to decorate it. A carousel of photographs of the event are shown on the pavilion screens.

He announces that the Garden Community will be holding a consultation in the village hall on Saturday December 9th 9am -12noon.

The chairman announces that the clerk secured council a £15,000 grant towards providing a toilet block and commended the clerk on the application.

He announced that the next meeting would take place on Wednesday January 3rd, and invited all present to remain for drinks and nibbles after the meeting.

**12.23.234 Apologies for Absence.** Cllr R Swash, Cllr L Belgrove, Cllr J Claremont-Brown. Cllr Gary Scott will arrive from another meeting (Arriving at 19.43hrs)

**12.23.235 Minutes of the last monthly meeting:** To review and consider the minutes of the Parish Council meeting held on the 1st  of November 2023. Cllr F Belgrove asks for two small adjustments in relation to the syntax of the planning item, which are agreed to be amended. Proposed Cllr A Broom, Seconded Cllr E Osborne, Carried. **Action:** Clerk to adjust minutes as discussed and publish online

**12.23.236 Declarations of Interest.** Councillors present to declare pecuniary and non-pecuniary interests in agenda items. Cllr A Wiggins declares interest in the finance report due to the wreath costs, and item 243 suggesting that Cllr G Scott would, if in attendance, declare an interest in item 243 also.

**12.23.237 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 that are not on the agenda can be carried forward for a response later. Any questions not presented to the 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 spoke about the increased heavy good vehicle traffic on Coach road. Asking for a timescale on the repairs to the Alresford Viaduct. It was agreed that the clerk and chairman would pursue the matter for an update on the matter and the traffic regulation order that is in place. The member of the public also asked if switch off engine signs could be applied to the Coach road crossing. It was agreed to put this onto a future agenda.

Another member of the public mentioned the increase in slurry tanker HGV’s and has counted up to five travelling through the village each day.

A final member of the public asked when the works on the kerbstones in coppice road would begin. The chairman brought item 241, where there would be an update. Works are due to start within the week.

No further questions were asked and the public forum was closed.

* + 1. **Finance Committee** **Recommendations:**

A: Finance Committee meeting - Council to consider the following recommendations.

i)Barclaycard overall credit limit increased to £1,500 to avoid operational pinch points.

Proposed Cllr F Belgrove, Seconded Cllr V Dalzell, Carried.

**Action:** RFO To raise the limit with Barclays

ii) Increase the limit that can be authorized for any one transaction from £500 to £800 to reflect increased costs due to inflation.

Proposed Cllr F Belgrove, Seconded Cllr A Broom, Carried

**Action:** RFO To raise the limit written within the Finance Regulations

B: Finance Regulations: Council to consider and adopt recommended updated Finance Regulations as sent under separate cover with Novembers finance report.

Proposed Cllr F Belgrove, Seconded Cllr A Wiggins, Carried

**Action:** Adopted finance regulations to be published online by the RFO.

C: General report from the Finance committee meeting held on November 21st. Cllr F Belgrove summarises the finance committee meeting, and announces that the budget and precept will be addressed in the January meeting.

* + 1. **Finance Matters.**

November 2023 Finance Report - Council to review and consider.

Proposed Cllr A broom, Seconded Cllr S Clark, Carried. 1 Abstention Cllr A Wiggins (see declarations of interest).

**Action:** RFO To upload documents to the website

* + 1. **Planning** Ref: <23/01673/FULHH>

Proposal: Single Storey rear extensions, front porch and removal of chimney stacks.

Location: Columbia, Ford Lane, Alresford, Essex

Introduced and discussed, by Cllr E Osborne, Proposed a neutral response by Cllr E Osborne, Seconded Cllr S Clark, Carried. 12 Abstention Cllr A Wiggins.

**For information** Ref: [23/01634/WTPO](23/01673/FULHH)

Proposal: T1: Sycamore: Fell or 50% Crown reduction, T2: Sycamore: 30% Crown reduction, T3: Chestnut: 30% Crown reduction.

Location: Grange Lodge, Wivenhoe Road, Alresford, Essex.

Cllr F Belgrove asks council to review the item as a planning application and cites that the proposal fails to address the need to re-plant a tree felled which has TPO on it.

After a debate Council agree that the plan as proposed should be objected to on the grounds that Tree 1 is to either be felled or 50% Crowned without an alternative planting scheme in place should it be felled.

Cllr G scott highlights that Tendring as a District is only 4% wooded.

Cllr F Belgrove Proposes to Object, Cllr E Osborne Seconds, Carried with 2 abstentions.

**Action:** Clerk to upload council decisions to the planning portal.

* + 1. **Kerbstones:** Information update. The Chairman updates council on kerbstone replacement due to begin on December 11th, and the extent of the works being considered, above the amount contracted. Questions asked if the Parish Council is paying twice, however it is an agreed contract and requires the Parish Council to honour it. The contract being in place means that the engineers have attended the site and assessed all the kerbs and have now reported back to Essex county council on safety grounds.
		2. **Project Updates:**

A: Solar Panels.

B: Toilet Block.

C: Signage.

D: Bus Stop Lighting.

E: Two Bus Stop Signs, on Wivenhoe Road.

F: Village Flag.

G: Quiet Lane Cockaynes Lane.

Cllr F Belgrove updates the council on various projects, calling on the clerk to add information as appropriate. Meeting to be set up to further discuss the quiet lane with ECC Highways officer and District Councillor.

* + 1. **District Councillor’s report (Written Report)** and 5 min verbal report.
		2. **Essex County Councillor Report (Written Report)** and 5 min verbal report.
		3. **PCSO/Police Report**. Policing update and PCSO crime report.

The chairman summarises the crime report.

* + 1. **Removal of Village Gateway B1027:** by persons unknown. Council to consider options.

It is discussed that council should make enquiries on claiming on our insurance for Oak Gates as were once in position. **Action:** Clerk to instruct the RFPO to pursue an insurance claim.

* + 1. **Ditch Clearance Playing field:** Council to decide whether to obtain quotations to carry out the works, or to instruct Parish Council Handyman.

The clerk offers advice that the scope of works is too large for the handyman’s allocated hours as a solo operator, and that a quote is best sought from our more usual environmental contractors.

Cllr E Osborne proposes to seek quotes from our contractor. Seconded Cllr G Scott, Carried.
**Action:** Clerk to instruct contractor to provide a quote.

* + 1. **Bus Stop Seating Wivenhoe Road adjacent to Poplars Close:** it is proposed that council obtains a quote for a concrete plinth/base or paving slabs in front of the bench. Proposed Cllr F Belgrove, Seconded Cllr V Dalzell, Carried.

**Action:** Clerk to instruct JDS Building services to provide a quote

* + 1. **Damaged Road Signs B1027.** Council to consider quotations for the repair of the signs.

Cllr F belgrove reports on the replacement of posts at a cost of circa £200 per post. Collapsible posts will be considered. Proposed to budget up to £450 by Cllr F Belgrove, Seconded Cllr G Scott, Carried.

**Action:** Clerk or Chairman to instruct Instant Image.

* + 1. **Staunton Gate- Acquisition of Public Spaces:** Progress Report. The clerk updates council on the progress with our solicitors and the fact that we will now be taking over both the north and south sites. Ellisons await responses from Tendring District Council.

 **Action:** Clerk to retain open dialogue with ellisons.

* + 1. **Utility Contracts:** Council to review received quote, discuss and approve action. Unfortunately the clerk was not in receipt of the revised quotes. Item postponed to a future agenda.
		2. **Clerks Report.** The clerk delivers a verbal report on actions undertaken on behalf of council, thanking councillors and staff for a productive year and wishing all present a very merry Christmas.
		3. **Meeting Ends** 21:06hrs

Prepared by the Clerk/Proper Officer: Matt Cooke. 13.12. 23