**ALRESFORD PARISH COUNCIL**

**Parish Council Meeting**

**Minutes of the Parish Council Meeting held on the 5th of April 2023.**

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

**Cllrs. Present:** Cllr. F. Belgrove (Chairman), Cllr E. Osborne (Vice Chairman), Cllr A. Broom, Cllr J Claremont-Brown, Cllr L Belgrove, Cllr S. Clark. Cllr G Scott, Cllr. A. Wiggins (arrives 19.40 hrs from another meeting).

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

Members of the public x3

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

**Minutes from the Published Agenda**

**04.23.61 Announcements** Cllr F Belgrove Makes six announcements.

1: Next planned full Parish Council Meeting will be The Annual Parish Council Meeting to be held on May 11th 2023 a Thursday.

2: Major infrastructure project to begin in the Village, Ultra Fast Fibre Broadband with Gigaclear.

3: The RFO has advised that during the election period no outgoing Grant decisions should be debated.

4: Many online and telephone scams being perpetrated and urges all in attendance to remain vigilant.

5: The local Parish council election will be contested. Asks the Clerk to make the announcements. The clerk reads out the 12 candidates standing for Parish Councillor election.

6: A reminder for those who would like to volunteer for local litter picking or garden work can join the Big Help Out on the bank holiday May 8th should report to the Station House where equipment will be issued.

**04.23.62 Apologies for Absence.** Cllr J Housden**,** Cllr Wiggins at another meeting. Cllr L Belgrove arrives 19.34hrs

**04.23.63 Minutes of the last monthly meeting:** To review, consider and approve the minutes of the Parish Council meeting held on the 1st of March 2023.

Proposed Cllr A Broom, Seconded Cllr J Claremont-Brown, Carried

**04.23.64 Declarations of Interest.** Councillors declare pecuniary and non-pecuniary interests in agenda items. Cllr G Scott declares interest in DC report (item 04.23.72).

**04.23.65 Public Forum** under the Public Bodies (Admission to Meetings) Act 1960, Section 1 (1) 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 and 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, with three points. Thanking the standing councillors for their efforts and achievements on behalf of the village. Also mentions that the station house seeking plants for the Big Help Out, he has seedlings to offer. Then speaks on the ANPR agenda item, suggests that those who might cause trouble might avoid parking in the car park. Cllr F Belgrove clarifies it was a request from the village hall.

A second member of the public thanks the council and the district councillors for their hard work and for getting them interested in local council and village matters. Speaking about ANPR agrees that a village hall car park may not be the best location, suggesting it might be better sited at the entrance points to the village, citing a village in Derbyshire where this is the case. Suggesting the benefits to the community as a whole, by siting them in the three entrance points to the village. Cllr F Belgrove clarifies that there are legal restrictions on where and how ANPR may be deployed. Cllr G Scott cites the ANPR camera at Thorrington Cross for the Brightlingsea Town Council. Cllr F Belgrove reminds all present that that camera at Thorrington Cross is a Police ANPR camera not as sought by the town council for an ANPR withing the town which was not permitted.

**04.23.66 Finance Matters.** March 2023 Finance Report - Council to review and consider.

Cllr F Belgrove draws attention to the last page for income for Pavilion Hire, as well as Recycling Credits. Cllr S Clark seeks clarification on the ordered publications. The clerk clarifies the statutory requirement of the provision of allotments and the need to remain current in the Local Council administration. Proposed to accept Cllr S Clark, Seconded Cllr G Scott, Carried.

**04.23.67 Planning:** Council to consider the following planning applications:

**APPLICATION NO: 23/00273/FULHH** PROPOSAL: Proposed construction of box dormer to side elevation, single storey rear extension and single storey front porch extension.

LOCATION: 52 Station Road, Alresford Colchester CO7 [23/00273/FULHH | Proposed construction of box dormer to side elevation, single storey rear extension and single storey front porch extension. | 52 Station Road Alresford Colchester Essex CO7 8BU (tendringdc.gov.uk)](https://idox.tendringdc.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=RQFEWFQB0MT00)

Council debates. Cllr E Osborne introduces. Cllr S Clark clarifies that this was previously before council, and the impact of the dormer and its size remains a concern over neighbouring residential amenity and sustainability. Cllr G Scott cites the precedent to this design elsewhere within the village. Cllr F Belgrove reminds council of the limitations of response to: neutral, object or support the proposal.

Proposed, to respond as neutral with comments by Cllr E Osborne, Seconded Cllr G Scott, Carried with 1 abstention (Cllr A Wiggins).

**APPLICATION NO: 23/00319/FULHH** PROPOSAL: Proposed erection of part single, part two storey rear extension, and single storey side extension.

LOCATION: 9 Heath Road, Alresford Colchester CO7 [23/00319/FULHH | Proposed erection of part single, part two storey rear extension, and single storey side extension. | 9 Heath Road Alresford Colchester Essex CO7 8DS (tendringdc.gov.uk)](https://idox.tendringdc.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=RQU4UKQB0MT00)

Council debates. Cllr F Belgrove passes documents around, and the clerk presents on the screens. Cllr E Osborne introduces. Cllr G Scott asks if the property to the rear has been consulted. Agrees that the design is suitable as it is. Cllr S Clark asks to view the existing elevations, then to go back to the proposed elevations- agreeing with Cllr E Osborne.

Proposed, to respond as neutral by Cllr E Osborne, Seconded Cllr S Clark, Carried, with 1 abstention (Cllr A Wiggins).

Cllr L Belgrove then seeks clarification from Cllr A Wiggins on their reason for abstaining and whether with a declaration of interest the councillor should remain in the room whilst planning matters are debated. Cllr A Wiggins clarifies their position, as a member of the TDC Planning Committee they would prefer to abstain, but this does not impact their ability to attend planning matters at District Council.

* + 1. **Other Planning:** Council to receive update on Lufkins Farm ESS/99/21/TEN/19/1 and recent communications received.

Cllr F Belgrove introduces.

The Clerk then reads the email communications concerning the traffic management. Plan because of the closure of the Alresford Viaduct.

Cllr F Belgrove then states that even since that exchange, things have changed. Reduction of between 80-90% in vehicle movements for processing has verbally been communicated from Brett to the chairman, but that we have nothing in writing. Cllr J Claremont-Brown proposes council seeks written confirmation. Cllrs agree.

**Action:** Council to seek written confirmation from Brett Aggregates.

* + 1. **Statutory Consultation:** Council to discuss North Falls Community Consultation, and the Five Estuaries Offshore Wind Farm Statutory Consultation.

Cllr F Belgrove introduces, stating that they replied on councils behalf to the North Falls consultation. Reads the local MP’s response to the Councils concerns. Cllr L Belgrove adds that this is a concern of the Tendring District Association of Local Councils of which she is chairman. Cllrs further discuss, and all are encouraged to respond as individuals as well as collectively.

**Action:** Clerk to forwards links to councillors.

* + 1. **Summary:** Chairman to summarise the last four years of councils activities, and project delivery on behalf of the community and residents.

The chairman lists the variety of successes for the council across the last four years and the ongoing projects; including Best Village in Essex in 2019,

* + 1. **Community reach project**. Councillor Osborne introduces the item inviting application for the additional remaining funds for project proposals.
		2. **District Councillor’s report (Written Report).** District Councillor Ann Wiggins delivers 5 min verbal report
		3. **Essex County Councillor Report (Written Report)** County Councillor Alan Goggin delivers 5 min verbal report
		4. **Council to consider:** theadoption of two new policies: Safeguarding, and CCTV as sent via e-mail. Matters debated fully, amendments made. Clarification sought on necessity of policies. Clerk clarifies the legal necessity and the need to indemnify council as a corporate body,

Proposed Cllr F Belgrove, seconded Cllr L Belgrove, Carried.

**Action:** Clerk to add to the website, after amendments. CCTV Sign to be put up near to the skatepark.

* + 1. **Council to consider:** Revision of a review period for published policies.

Council to decide on either annual review or biennial review.

To confirm the review period for all previously adopted policies: *Publication Scheme, Complaints Procedure, Accessibility policy, Equal opportunities policy, Vexatious Complainants, FOI Guidance, Data Retention, Training Policy, Risk Assessment, Standing Orders,*

*Finance Committee terms of reference, Model Financial Regulations.*

Proposed Cllr L Belgrove, seconded Cllr A Wiggins, Carried

Matters debated fully. Agreement to review annually.

**Action:** Clerk to add revised policies to the website.

* + 1. **Council to consider:** Increased costs from grass cutting and landscaping contractor.

Councillors commended the contractor for their work and for the lack of prior price rises. Council acknowledged increased costs of providing the service and the quality of the services carried out on councils behalf.

Proposed Cllr E Osborne, Seconded Cllr L Belgrove, Carried

* + 1. **Council to consider:** TDC Issued litter picking bags- flimsy poor quality.

Cllr Housden to introduce. Cllr F Belgrove introduces in Cllr Housdens’ stead, Cllr G scott agrees.

**Action:** Cllr G Scott to raise at district council level.

* + 1. **Council to consider.** Purchase and commission of a Village Flag.

Cllr E Osborne states that various village organisations love the idea. Cllr G Scott asks question re George Flag and other national saints flags. Council agrees to initially procure a village flag. Budget of £100 proposed by Cllr L Belgrove, seconded Cllr B Swash, Carried,

* + 1. **Council to consider:** Recent Defibrillator Theft. Cllr E Osborne introduces, Cllr L Belgrove reminds those in attendance of the death of someone on the playing field where a defibrillator would have been a lifesaving device.

Roundly condemned theft by all councillors and extensive CCTV research has been passed to police who are taking matters further. Proposed that trackers are placed in defibrillators and box alarms to alert to opening. **Action:** Agenda Item for a future meeting.

* + 1. **Council to discuss:** Purchase and installation of ANPR Car park camera, in light of recent theft. As requested by the village hall committee council discussed the item.

Cllr L Belgrove suggested that a cross party committee of the Village Hall and Parish Council is convened to review and discuss contribution, prices, various types of camera and alternatives including ANPR.

* + 1. **Council to consider:** A request to purchase security fencing to complete the compound around the two water attenuation tanks. Cost £586.98 + £105 Delivery +VAT (VAT can be reclaimed).

Proposed Cllr A Wiggins, Seconded Cllr L Belgrove, Carried.

**Action:** Clerk to inform ACRFC of councils’ decision.

* + 1. **Council to consider:** a request from Alresford Fete Organising Group for council to provide a skip for the Village Fete on Saturday June 10th.

Budget of £200, proposed by Cllr F Belgrove, Seconded Cllr A Broom, Carried.

**Action:** Responsible Financial Officer to make payment in scheduled payments to AFOG.

* + 1. **Council to consider:** Nominations for Village Awards. Councillors to provide lists of nominees to the Clerk.

**Action:** Cllrs to inform Clerk of lists of nominees.

* + 1. **PCSO/Police Report**. Policing update and PCSO crime report. Cllr L Belgrove introduces.
		2. **Updates:** Benches, Play Equipment, Bins, Taylor Wimpey - Staunton Gate report. The clerk advises on the above maters and their progression leading into item 04.23.86.
		3. **Clerks Report.** The clerk reads out his report for Actions on behalf of council during March.
		4. **Meeting Ends: 21.34hrs**

Prepared by the Clerk/Proper Officer: *Matt Cooke* 19.04.23.

Signed: Frank Belgrove Chairman Date: 11.05.2023