

ALRESFORD PARISH COUNCIL

Parish Council Meeting

Minutes of the Parish Council Meeting held on 6th of July 2022

at 7.30pm in the Pavilion, Ford Lane, Alresford

Cllrs. present:

Cllr. F. Belgrove (Chairman),

Cllr. J. Housden

Cllr. A. Broom,

Cllr. J Claremont Brown

Cllr. G. Scott,

Cllr. A. Wiggins,

Also present:

County. Cllr. A. Goggin

Members of the public x6

Meeting opens: 19.30hrs transacting the following business:

AGENDA ITEMS

07.22.2161 Announcements: Cllr F Belgrove announces that the incidence of covid 19 is rising locally and nationally and as such mitigation in the form of air purification (air conditioning air exchanger unit) and hand sanitiser as well as the optional wearing of face masks will be in place at meetings.

Cllr Belgrove also announces the success of the Jubilee celebrations, with a fully booked over 75's fish and chip supper, and the 700+ attendees at the party in the park. Thanking AFOG for their efforts including Cllr E Osborne and all other AFOG committee members efforts.

Cllr Housden invites those present to share some cake post meeting, to retrospectively celebrate his birthday.

Cllr J Claremont Brown announces the need to leave early, to attend to another prior commitment.

07.22.2162 Apologies for Absence.

Cllr E Osborne, Cllr S Clark, Cllr S Hammick, Cllr R Swash, Cllr L Belgrove.

07.22.2163 Minutes of the last monthly meeting: To approve the minutes of the Parish Council meeting of the 1st of June 2022. Cllr J Claremont Brown abstains as was not present at Junes meeting mentioning the need to leave early. Cllr G Scott Proposed, Cllr A Broom seconded. Carried. 1 Abstention. Confusion over Cllr J. Housdens' attendance, who believed he was in attendance in June (it was Mays meeting he attended). Subsequent checks of the recording of

Junes meeting, and the sign in sheets confirm that the minutes unamended were correct and that Cllr J. Housden was not in attendance. Even so with 4 Councillors voting the minutes were quorate as a correct and accurate record of the last meeting

07.22.2164 Declarations of Interest.

Cllr G Scott declares non-pecuniary interest in item 2178 and subsequently item 2177 during the meeting.

Cllr A Wiggins declares non-pecuniary interest in item 2178 and subsequently item 2177 during the meeting

07.22.2165 Public Forum

1: A member of the public spoke of the increasing incidence of vandalism and breaking in to Wyvernwood land. Age group of 8-14year old youths eight in number recorded on CCTV last Saturday climbing over and under the fence near to the skatepark and subsequently damaging the CCTV equipment. Cllr F Belgrove responded and indicated the Parish Council would review the CCTV footage from our cameras and forward details to the police. The clerk to check the Playing field perimeter and for council to decide on altering the play park nearest to this point to prevent access.

2: A second member of the public spoke over concerns of council's complaints about parking, after planning was granted to the post office. Cllr F Belgrove responded that council did indeed raise this and other concerns about the lack of detail in the application and that approval was provided by TDC not Parish Council. MOP commented that the parking was an issue for local businesses, elderly residents and was causing issues for residents.

It was agreed by all council and members of the public present that further action and a PCSO presence would be required to resolve the issues to any level of satisfaction. MOP went onto to ask what was correct in the announcement in the Alresford advertiser that the PCSO was off sick. That rebate would be requested. Cllr F Belgrove clarified that 28 days after the PCSO went off sick we no longer would be paying for the service. Charged the Clerk to look further into the contract APC holds for a PCSO. PCSO Brandon is now returned to work after contracting COVID after initially returning to work but was not on duty in the village currently working out of Clacton, and that we currently have PCSO Moss and Beer on duty posted to the village. He also clarified that we do not currently pay for the service. MOP Asks if we are funding a PCSO, the Cllr clarifies that whilst we fund a PCSO as a council we are not currently paying for a PCSO. Cllr G Scott also seeks clarification for residents and asks if this can be in the advertiser or the next set of minutes to clarify the service we receive. The original MOP asks if the PCSO is funded or not. Cllr Belgrove repeats that we do have a contract to fund a PCSO in place that we do not currently pay for this as we are not in receipt of the service. PCSO Brandon's deployment is managed by her seniors in the Police Force, and they have not yet deployed her back into Alresford on duty. We retain the money from the budget and can divert that elsewhere. Council Budgets are not rigid and can be used for other matters, and the precept has reduced.

3. A third member of the public spoke about speeding on the Wivenhoe road. Cllr F Belgrove also mentioned seeing the MOP when the community speedwatch team were deployed. A fourth member agreed with the original question and agreed it was an issue. Cllr J Housden confirmed that it is also the case on the B1027 through the village. The member of the public also raised an issue with kerbstones. Cllr F Belgrove highlighted that council had used devolved

powers to attend to the kerbstones on Chestnut road. Cllr G Scott spoke to confirm that Essex county council are responsible for the kerbs.

4. A fourth member of the public spoke to raise the issue over the PCSO. The second member of the public supported this point and agreed that whilst crime rates are low, it is the fear of crime which requires addressing. Cllr F Belgrove suggested that the clerk write on councils behalf to the Office of the Police Fire and Crime Commissioner. The fourth member also cited Frinton's PCSO situation and sought clarification if there were parallels with our own. Cllr G Scott also suggested that council should write to the office of the Police, Fire and Crime Commi9sssioner.

5. A fifth member of the public spoke about the beautiful hanging baskets and that they were watered that day. They also spoke to formally resign their work on the Rose Garden and were thanked for their hard work on behalf of the community by the chairman.

07.22.2166 Finance Matters

June Finance Report - Council to review and approve. Cllr F Belgrove introduced and drew councils' attention to items of the finance report: Item 17 insurance at £2198, and commended the clerk and the RFO for their work on securing suitable cover. Second item of note (Item 18) was the repair of the ramp on the play equipment, which the clerk and chairman had to authorise as a matter of urgency from a health and safety perspective due to wear and tear. The chairman also commented on the receipt of the recycling money into our account. Proposed Cllr A Broom, Cllr J Clairemont Brown seconded. See Appendix A.

07.22.2167 Internal Auditors Report.

Council to consider the internal auditor report from Heelis and Lodge. Cllr F Belgrove announced the full internal audit report including recommendations. Thanked the staff for their efforts. Recommendation to minute the power under which grants are awarded. Noted that the change of clerk results in the loss of GPC for new projects and that statutory powers are now utilised and powers must be recorded. It was also recommended that council utilise a more easily read template for risk assessments in the future. Cllr F Belgrove noted an error in the auditors report where savings and current account had been transposed, and addressed a note re the minutes for the external auditors report which were unrecorded yet a question was asked which seemed to indicate it was discussed.

Cllr F Belgrove opens the item to questions. Cllr G Scott seeks clarification on whether the internal or external audit are published by the council on the notice board. The clerk and Chairman respond to clarify.

07.22.2168 Annual Governance and Annual Return for 2021 -2022.

1. Year-end figures to review & approve. Cllr F Belgrove introduces the item and summarises the financial aspect of the auditors report. Cllr F Belgrove proposes, Cllr A Broom seconds, carried unanimously.
2. To Approve Annual Governance Statement (section 1). Cllr F Belgrove reads out the AGAR Submission, section 1 in full. Proposed Cllr G Scott, Seconded Cllr J Housden, Carried.
3. To approve Accounting Statement (section 2). Cllr F Belgrove reads out the year end figures as per section 2, read out in item 1 above. Proposed Cllr F Belgrove, Seconded Cllr J Claremont-Brown, 5 votes for 1 abstention.

07.22.2169 Planning Matters: Review of applications (presented on screen)

Proposal: 22/00855/FULHH Proposed new single storey annexe to rear of 48 station road, Alresford.

22/00855/FULHH Location: 48 Station Road, Alresford Essex CO7

Cllr F Belgrove introduces the application, and a robust debate took place. Comments to be made on the application. Proposed to accept under a neutral heading, with concerns and suggested conditions – “cannot be let including holiday lettings, cannot be sold separately, and must remain ancillary to the main dwelling”. Proposed Cllr F Belgrove, Seconded Cllr J Claremont-Brown, Carried.

Action: Clerk to upload commentary to planning portal.

07.22.2170 Projects update: council to review. Cllr F Belgrove introduces.

1. Public convenience/Toilet block for the Playing Field: Seeking quotations, and if the project goes over £25,000 it goes to tender. Brick built, and previously approved. Cllr G Scott requests that council review the toilet blocks at Dedham as an exemplar.
2. Gravel and Pothole repairs St Peters: Clerk sought two quotes with no response, and to pursue this further. Opens up to suggestions from councillor's for suitable contractors.
3. EV Charge points in car park: Now installed, but not yet running. You tube video shown of Charge My Street process, to council. First public charge point in Alresford and thanks Cllr S Hammick for obtaining this for the Parish for free. Cllr G Scott sought clarification on charging time.
4. Public realm improvements: The clerk reads out Cllr S Clarks report re the contractor and suggests that the next update will be in September.
5. Hanging Baskets. Images presented of the hanging basket, thanks to the contractor and images also shown of the Millenium Garden.
6. Parking issues at various village locations: Parking issues have been raised. Post office also included as earlier discussion. Cllr G Scott speaks on the matter and the impact the post office is creating on parking locally. The impact of early working and noise associated with the post office also impacting residents quality of life. Cllr F Belgrove sought council approval to pursue this with TDC, and the PCSO Considerate parking initiative.

7. Vegetation maintenance at the new development sites. Issues over new sites and vegetation issues and APC involvement under highways devolution. The clerk read out an email exchange over ancient hedgerow on the B1027 and planning breach/control. Cllr G Scott responded to the breach of the plans and conditions and stated his disappointment with not only the destruction but also the working on a Sunday. Cllr F Belgrove also commented confirming the issues were manifold and remained unsatisfactorily addressed.

07.22.2171 Kerbstone renewal:

1. It is resolved that following satisfactory initial results on Chestnut Road under the Highways Devolution Scheme Pilot, that APC budgets a further £5000 towards kerbstone and pavement improvements subject to the devolution scheme continuing. Cllr F Belgrove introduced the item and asked council for their views. Cllr A Wiggins agrees. Cllr F Belgrove mentioned that highways devolution may not continue, but if council agreed that resolution should be further debated. Cllr J Housden agreed it needed to be put to a resolution. Cllr G Scott also supported the resolution being put to council. Proposed Cllr F Belgrove, Seconded Cllr G Scott, Carried. Cllr J Housden sought clarification on EALC involvement, Cllr F Belgrove clarified that EALC only administer the devolution scheme on behalf of ECC.

2. It is resolved that Council contact Essex County Council Highways, to petition the urgent address of partnership working, to improve several footpath and kerbstone issues in Alresford. Cllr F Belgrove introduced the resolution, Cllr G Scott also commented that the general public may not understand the criteria for repairs. A visit from a highways officer and County Cllr A Goggin. Cllr F Belgrove proposed, Cllr J Housden Seconded, carried.

07.22.2172 Personnel announcements. Cllr F Belgrove introduces the item.

- 1: A new part-time handy-person has now been appointed, and began work with Alresford Parish Council on July 1st, working 20 hours a month. We welcome Jason Spurgeon to the small council staff team.
- 2: Following the RFO and Assistant clerk's completion of another full years' service of exemplary work, the RFO has accrued another Spinal Column Point moving from SCP 17 to 18. An increase of pay from £12.95-£13.21 per hour.
- 3: Following the Clerk completing his initial iLCA qualification at the end of December 2021, he accrued a single Spinal Column Point moving from SCP 23 to 24 backdated to 01. 01. 2022. An increase in pay from £14.97-£15.16 per hour

07.22.2173 Update. Alresford Parish Council awarded 35 Village Awards certificates recognising outstanding contribution to the community. Cllr F Belgrove has delivered many, but there are more to do. Cllr F Belgrove has resolved to complete the delivery on behalf of council.

07.22.2174 Update. Council has begun the process of consulting residents of Munson gardens and to date we have received 6 responses from 10 residents with one neutral response, three for and two against.

Cllr J Claremont-Brown leaves the meeting at **20.41hrs.**

Cllr F Belgrove introduces the item, and hands over to the clerk to anonymously announce the response so far. 10 Dwellings in Munson gardens, 2 within are categorically against, 4 that are for and 2 neutral requesting illumination only on the entrance to Munson gardens. Cllr G Scott requests that consultation is extended to those adjacent to the entrance. Minuted and noted as an action for the clerk. Cllr F Belgrove requests a future agenda item to discuss the consultation and for council to take any decision.

07.22.2175 Update. Section 106 money. Potential to draw down based on design and quotations for projects and play equipment. Cllr F Belgrove introduces the item and discloses that there is a future £171,00 coming to council. The conditions of where money is spent were discussed. Cllr F Belgrove asks the clerk for further information. Cllr G Scott seeks clarification on where the money will reside and the security within Banking law, and insurance cover. Cllr F Belgrove confirms that the control of S106 monies will reside with TDC.

07.22.2176 PCSO/Police Report. The report is discussed. Theft from a motor vehicle, criminal damage and domestic violence in the last month including three injuries. The increase of scams and fly tipping. Cllr J Housden seeks to raise awareness of the scams by running an article in the Alresford Advertiser. Cllr G Scott speaks on having had his card cloned and the things at cashpoints to be aware of. See Appendix B.

07.22.2177 Clerks Report: The clerk reports the work and actions undertaken on behalf of council in June. See Appendix C. **Action:** Clerk to further pursue the next Brett Meeting. Questions arising: Cllrs G Scott and A Wiggins, declare interest in Clerks report. Cllr G Scott requests an update on the bench near to the skatepark. Clerk and Cllr F Belgrove respond.

07.22.2178 District Councillor's report (Written Report) and 3 min verbal report

Cllr A Wiggins delivers report, see Appendix D. Cllr G Scott adds items at the end.

Actions: Clerk to review TWEL/Staunton Gate and safety of play equipment. Clerk to cost basketball net/chains (from S106 money due).

07.22.2179 Essex County Councillor Report (Written Report) and 3 min verbal report

Cllr A Goggin delivers county councillor report, see Appendix E

07.22.2180 Meeting Ends 21:24

Prepared by the Clerk/Proper Officer: Matt Cooke 29.06.22

Signed: Chairman