

ALL MINUTES ARE UNAPPROVED UNTIL THE NEXT FULL COUNCIL MEETING

Minutes of Great Bentley Parish Council Planning Committee Meeting Thursday 1st July 2010 in the Village Hall

Applications to be discussed with decisions recorded.

10/00597/FUL Mr S Wade Decision: No comment	Erection of fence and gazebo and retention of gates.	Sycamores, The Green, Great Bentley
10/00681/FUL Mr & Mrs Wiggins Decision: No comment	Timber balcony to static caravan holiday home.	11 Chestnut Avenue, Bentley Country Park, Flag Hill, Great Bentley

There were no comments made by members on the Applications and it was proposed by Cllr Gibbon and Seconded by Cllr Taylor.

Minutes of Great Bentley Parish Council Meeting Thursday 3rd June 2010 in the Village Hall

Present

Cllr Hills (Chair), Cllr Herbert (Vice-Chair), Cllr Gibbon, Cllr Wright, Cllr Morton, Cllr Warder, Cllr Taylor
Kate Mayhew (Clerk)

In Attendance

Cllr Derek Robinson, PC Dan Heard and 7 members of the public.

The Chairman welcomed the new Councillor, Cliff Warder to the Parish Council.

Questions from the Public

M. Dorling – left a brochure for the new seat in the spinney and parts for dustbins.

Lorraine Mann – Submitted Carnival Weekend Report. Cllr Herbert asked if proposals for WC's being left off site until the Saturday were suitable. Trailer style WC discussed but not disabled accessible. An additional WC would be beneficial. Cllr Wright suggested a trailer style WC and portaloo's for disabled users. The report is to keep Members informed of outcome of carnival and proposals to resolve issues that were raised. Main issue was a lack of Police presence and an incident involving the fair. PC Heard discussed the issues with Members and the representatives of the Carnival Committee.

Cllr Hills suggested in light of the problems experienced last year and this year that PC Heard respond briefly on how the issues can be resolved for next year and the report will be passed to Carnival Committee to enable them to plan ahead. **Clerk to chase in 2 weeks.**

1. **Apologies for absence** – Cllr Fox (holiday), Cllr Balbirnie MBE (TDC Meeting)

2. **Minutes** – To confirm and sign Minutes of the Meeting held on 3rd June 2010. All in favour. The Chairman signed the Minutes. Cllr Herbert proposed Minutes and Seconded by Cllr Gibbon.
3. **Declarations of Interest** –
4. **PCSO Report** – PC Dan Heard read out the PCSO's report on her behalf.

FROM 28.5.2010 TO 28.6.2010 REPORT OF INCIDENTS IN THE GREAT BENTLEY AREA

ALL INCIDENTS HAVE BEEN REPORTED TO GREAT BENTLEY PARISH COUNCIL

RTC – BENTLEY COUNTRY PARK

MISSING PERSONS X 2

CRIMINAL DAMAGE – BENTLEY COUNTRY PARK AND DE VERE ESTATE to a car.

CONCERN FOR WELFARE – PLOUGH ROAD AND HOLLYBUSH HILL

DISTURBANCE AT THE FAIR X 3

You can contact me on 0300 333 4444 extension 487603/4 or on the mobile 07798 602268 or via email on Rachael.oscroft@essex.pnn.police.uk.

Thanks

PCSO Rachael Oscroft.

5. **Clerks Report** – The Clerk read out her report (previously circulated)

Clerks Report – July 2010

1. Network Rail has advised that the agreement is still in the process of being drawn up. The delay is with National Express who need to give permission for the public to drive over their bit of land to get access. The contact who was previously dealing with it is on long term sick which has caused some delay but the new contact is anticipating a resolution in the next couple of weeks and hopes to send the draft agreement over. I will chase in 2 weeks.
2. The Internal Audit report has been delayed due to the Auditor. The Annual Return will need to be signed before the deadline of 12th July but the necessary pages of the Return can be agreed at the July Meeting by Members.
3. Our new Cllr and I have met and all joining documents have been passed to him and signed along with booking places on 2 workshops that will help familiarise him to the role.

Thank you.

Kate Mayhew
Clerk to Great Bentley Parish Council

*Cllr Hills raised the point that should the car park project begin then there will need to be some works done to make it a useable car park and asked Members to contact anyone they know for materials to make the road surface smooth and for the **Clerk to discuss with NR the lighting issue. Clerk to approach Lynda McWilliams. Cllr Morton to look at signage for public liability and Clerk to make a template for signs directing public to the car park.***

6. **Correspondence** – Items of correspondence received for the Councils attention were read out by the Chairman.

**Correspondence Report
July Parish Council Meeting 2010**

1. *Hastoe – Invites for PC Members to attend Opening Ceremony on Friday 23rd July were distributed.*
2. *ECC – Changes in Concessionary Travel Passes – intention to hold a public consultation on the bus pass system in light of ECC taking over responsibility for the scheme.*
3. *Mr R Sturgeon – Request to park on the Green for a Veteran’s Day function at Clovelly, Weeley Road. **No objections.***
4. *GBRC – Advise of Friday 5 race event on 9th July and an informal Rounders Match on the Green on 4th July. **No objections.***
5. *Mr Farrow – request to sell food during Biker Nights. **Permission refused, Clerk replied.***
6. *National Grid – Letter apologising for disruption over Bank Holiday w/e to Plough Road.*

7. **Information and Reports** - Requests from members for additional matters off report or information only to be brought to the attention of the council

*Aircraft landing at Biker Nights. Can not land in a public space and must adhere to CAA regs. **Clerk to liaise with PC Heard on the matter.***

8. **County and District Councillors Reports**

- i) *County Councillor – ECC approved speed managment strategy. Use average speed data to determine speed limits now. Voluntary Sector Funding page on ECC website; once logged in they will advise of what funding is available. Funding is being reduced by 20% over the next few years.*
- ii) *District Councillor – Cllr McWilliams was not present and no report was presented.*

9. **Clerks Salary** – Members agreed the Annual Incremental Increase to the Clerks Salary. Proposed by Cllr Ian and Seconded by Cllr Taylor. No objections.

10. **Finance** –

a) Expenditure for the month was approved by Council. Proposed by Cllr Gibbon and Seconded by Cllr Herbert. No objections.

14/06/2010	100873	AON INSURANCE LTD	A090	INSURANCE	£3,210.97		£3,210.97
01/07/2010	100874	H TWEED	G020	STRIMMING	£ 136.00		£ 136.00
01/07/2010	100875	M. DORLING	M010	GENERAL MAINTENANCE GRASS CUTTING VILLAGE	£ 94.00		£ 94.00
01/07/2010	100876	M. DORLING	G010	GREEN HIRE OF TOILETS FOR CARNIVAL	£ 406.00		£ 406.00
01/07/2010	100877	MTM PLANT & SALES	P020		£ 200.00	£35.01	£235.01
01/07/2010	DD	E-ON	L010	ENERGY CHARGE	£ 250.49	£43.84	£ 294.33
01/07/2010	100878	PHILIP LIVERTON LTD GREAT BENTLEY VILLAGE	G030	PARISH VERGE CUTTING	£ 492.50	£86.19	£ 578.69
01/07/2010	100879	HALL	A060	HIRE OF MEETING ROOM	£ 19.80		£ 19.80
01/07/2010	DD	BT - TELEPHONE	A030	TELEPHONE	£ 57.55	£10.07	£ 67.62

01/07/2010	100880	RCCE GREAT BENTLEY VILLAGE HALL	A100	MEMBERSHIP SUBSCRIPTIONS	£ 55.00		£ 55.00
01/07/2010	100881		A065	RESOURCE CENTRE RENT	£ 171.27		£ 171.27
01/07/2010	100882	MAY GURNEY LTD	L020	LAMP REPAIR	£ 88.31	£15.45	£ 103.76
01/07/2010	100883	SLCC	A100	MEMBERSHIP SUBSCRIPTIONS	£ 106.00		£ 106.00
01/07/2010	100884	TDALC	A100	MEMBERSHIP SUBSCRIPTIONS	£ 15.00		£ 15.00
01/07/2010	100885	D TYLER	A013	CARETAKER	£ 52.15		£ 52.15
01/07/2010	100886	ESSEX POLICE	U020	PCSO SALARY	£3,814.00		£3,814.00
01/07/2010	100887	K MAYHEW	A010	CLERKS SALARY	£ 522.19		£ 522.19
01/07/2010	100887	K MAYHEW	A050	POSTAGE	£ 11.62		£ 11.62
01/07/2010	100887	K MAYHEW	A040	STATIONARY	£ 5.94		£ 5.94
01/07/2010	100888	HMRC	A011	CLERKS INCOME TAX	£ 45.60		£ 45.60
01/07/2010	100888	HMRC	A012	CLERKS NI	£ 72.39		£ 72.39
01/07/2010	DD	TALK-TALK	A035	BROADBAND CHARGES	£ 19.99	£ 3.50	£ 23.49

b) The Audit Commissions Annual Return was presented for agreement and signature. Cllr Taylor proposed they be approved, Seconded by Cllr Herbert. No objections.

11. Highways – Clerk to contact highways and determine what works are to be covered by their Rolling Programme of Works. Email ECC Highways and Cllr Robinson with requests.

Heckford Road layby – rubbish and possible asbestos – Clerk to report to TDC.

In light of the fatal accident that occurred at the Heckford Road junction today a letter to County highlighting the matter to be sent. Clerk to draft a letter for Chairman to sign and copy in Cllr Robinson.

VAS in Heckford Road – Cllr Herbert and Cllr Hills met with Highways to discuss the siting of the new sign. It was agreed to place opposite the entrance to Moors Close side.

12 Website – Nothing to report.

13. Affordable Housing and Housing Needs Survey – Members had been sent a copy of a survey for Felsted area. It could be altered with questions aimed at residents of Great Bentley. Cllr Hills suggested he liaise with the RCCE to discuss the possibility of changing it but were Members happy with carrying out the survey. All agreed. Clerk to liaise with the Scouts and Guides organisations to see if they wish to be involved and place on Agenda for next Meeting. Members to look at survey and give feedback at next Meeting and confirm any changes.

14. Village Green Sub-Committee Report –

No Green Meeting this month but works highlighted in the safety report for play area had been carried out. The suggested seat for the Spinney is not metal as thought but wooden. Cllr Hills asked if a seat was necessary. Cllr Gibbon suggested doing nothing unless the public request otherwise. Cllr Hills agreed and no objections were raised. There was a report that allotments are under-used. Clerk to do an inspection with Cllr Herbert.

Cllr Wright advised that verge cutting price should have been on an hourly rate not a meterage rate. He does not think it looks as good as previously done and for next year it should be on an hourly rate. The verges have been speed cut whereas previously there was more care taken in certain areas. Cllr Herbert advised that ECC pay us a meterage rate and we could ask Livertons to look at these area's before the next cut is done. Cllr Wright felt continuity of contractor carrying out works was important and a good rapport built up. Cllr Wright and Cllr Herbert to liaise. Cllr Hills suggested this be discussed next year before contracts are renewed.

Planning – The Chairman advised that he had become aware that the Regional Spatial Strategy is to become defunct so the Local Development Framework is suspended for the time being.

15. Other Reports

- a) **Tendring District Association of Local Councils** – There was no report.
- b) **Transport Report** – Only update was that the contracts had been re-tendered and selected with no change.
- c) **Footpaths** –

Footpath Report for Great Bentley Parish Council June 2010

The numbering of paths in the parish of Great Bentley is as stated on the “Definitive Map of Public Rights of Way for the County of Essex” dated 1 July 2002, scale 1:10,000. For descriptions of paths please see previous reports.

Notes on paths as at 24/06/10

- 1. *Finger sign from post missing, Highways informed*
- 2.
- 3. *Strimmed by Highways, signpost cleared*
- 4.
- 5. *Strimming required on section adjacent to railway, Highways notified who will inform Network rail who are responsible for clearance of this section on rail property. Section of path mown by landowner*
- 7. *Strimmed by Highways*
- 8. *Signpost cleared*
- 10. *Signpost cleared*
- 11. *Northern section strimmed by Highways. Signpost at Weeley Road cleared*
- 12. *Section mown by landowner*
- 13.
- 17. *Signpost cleared*
- 19. *Strimmed at Hollybush Hill end by Highways*

*D.E.Gollifer
(Footpath Representative) 24/06/10*

d) Caretaker – The Chairman read the Caretakers Report – Cllr Hills suggested that a letter of thanks be sent to the caretaker for his work. **Clerk to arrange.**

e) NAP Report – There was no report.

Meeting closed at 20.34hrs.

Questions from the Members of the Public

*Matter of Carnival raised and police presence was discussed. Cllr Hills suggested that for all major events on the Green that police be contacted and request their presence and for a regular item to be placed on the Agenda for all village events that require the PCSO or Police presence. **Clerk to arrange.***

The next Meeting will be held on Thursday 5th August 2010