

## Meeting of Great Bentley Parish Council

7 January 2016

### MINUTES

#### PART A

<b>Public Questions</b>	<ol style="list-style-type: none"><li>1. Mr Bishop reported the flooding in Forge Lane. It was agreed to obtain a specification for work to resolve the flooding and make this an agenda item next month.</li><li>2. It was reported that a motorist tripped and fell in car park due to the poor surface</li><li>3. Mr Whitsun appealed for support to get a footpath extension on Thorrington Road. Cllr Drew confirmed that an application has been submitted to Highways.</li></ol>
<b>Present</b>	<p>Cllr J. Hills (Chair), Cllr K. Plummer, Cllr P. Drew, Cllr L. Edwards, Cllr R. Adams, Cllr P. Balbirnie and Cllr R. Taylor.</p> <p>Also in attendance were ECC Cllr A. Goggin, TDC Cllr L. McWilliams and approximately 30 members of public.</p>

- 01.16.313 Apologies for absence;** were received from Cllr Wright and Cllr Herbert (convalescence).
- 01.16.314 Minutes of the last meeting;** the minutes of the meeting held on 3 December 2015 were proposed by Cllr Taylor, seconded by Cllr Edwards and agreed as a true record of proceedings.
- 01.16.315 Declarations of Interest:** Cllr Adams declared his relationship with Mr Dorling, the Council's grass cutting contractor and Parish Tree Representative.
- 01.16.316 Information & Reports:** Nothing to report.
- 01.16.317 County and District Councillors Reports:** To receive reports from;
- a) County Councillor; (i) Cllr Alan Goggin advised of the Local Highways Panel meeting 28-01-15 and the Locality Board meeting 14-01-16. (ii) He agreed to support the Thorrington Rd footpath extension and pursue a resolution to the Forge Lane flooding issue. Noted B1027 speeding survey resulting in
  - b) District Councillor; (i) Cllr Lynda McWilliams advised she has called-in Welbeck decision (ii) reported that village hall car park problems as a result of the Network Rail workers parking in Station car park. She asked if the PC would lobby Network Rail (iii) she clarified the inaccurate reporting of Careline clients being required to pay a £26 charge. Cllr McWilliams congratulated the Good Neighbours committee for its Pride of Tendering award.
- 01.16.318 Other Reports:**
- a) PCSO; PCSO Cox's monthly report (attached as Appendix A) was read out by the Chairman.
  - b) TDALC; Cllr Taylor advised that there was no TDALC meeting this month.

- c) Transport; (i) Mr Harry reported that the 77 bus appears to be settling in well (ii) the Xmas bus was successfully at no cost (iii) the train station footbridge works have been delayed in order to minimise minimize disruption to the train service.
- d) Footpaths; Mr Gollifer advised that there is nothing to report this month.
- e) Caretaker; Mr McWilliams advised that there is little to report this month.
- f) Village Events; Christmas tree shedding on the Green on Saturday 9 January 2016.

**01.16.319 Correspondence:**

- a) Essex Energy Switch: Initiative noted.
- b) Request from Circus Tyanna to visit 24-31 July 2016: Need to check that there are no events scheduled on the Green during those dates. The Clerk was asked to report back to the next meeting.
- c) Sector Led Body for Audit: It was agreed to become an opted authority on the new scheme.

**01.16.320 Parish Clerk's Report:** The Clerk advised that he had nothing to add to his previously circulated report, which is attached as Appendix B. There were no questions.

**01.16.321 Finance Report:** The monthly expenditure report (attached as Appendix C) was proposed by Cllr Edwards, seconded by Cllr Plummer and **Resolved:** To approve the expenditure for payment.

**01.16.322 Village Green Working Party:** It was noted that there was no meeting of the Working Party in November.

**01.16.323 Public Engagement Working Party:** Cllr Drew provided an update of progress. She announced an invitation to residents to join her on the PEWP. She proposed, Cllr Edwards seconded and it was **Resolved:** That the Council maintains a mailing list for communication purposes.

In the absence of guidance about the Clean for the Queen campaign, Cllr Drew proposed a clean-up in the village is organised on the weekend prior to the Best Kept Village Award inspection. The proposal was seconded by Cllr Taylor. **Resolved:** To organise a clean-up in the village on the weekend prior to the Best Kept Village Award inspection.

**01.16.324 Village Traffic Survey:** The Clerk provided feedback received from St Osyth PC and Alresford PC about traffic issues in their respective villages. It was agreed to attempt to gather a group of volunteers to assist to manage the traffic issues including using a speed gun and place notes on vehicles parked inconsiderately.

**01.16.325 Car Park Improvements:** The Clerk was asked to contact Pro Mac and ask them to fill the potholes. The Clerk was asked to find out when is the next CIF application deadline and include this as an agenda item at the next meeting.

**01.16.326 Affordable Housing Survey:** No progress this month.

**01.16.327 Transparency Code:** Noted

**01.16.328 New Sector Led Body for Audit.** It was proposed by Cllr Adams, seconded by Cllr Balbirnie and **Resolved:** To become an opted authority on the new scheme.

**01.16.329 Future Agenda Items:** The Clerk was asked to include a standard item titled 'Highways Issues – Urgent Matters Arising'. He agreed to do so but advised that agenda items should be framed to require a specific decision.

Previous issues yet to be resolved include pond management, new allotment site and grass mower.

<b>Public Questions</b>	<ol style="list-style-type: none"><li>1. It was suggested that elderly residents have a wealth of wisdom to offer and suggested that these people may be willing to get involved with the public engagement working party.</li><li>2. The Council was asked not to overlook the youth groups when planning the Clean for the Queen weekend.</li><li>3. A request to ask the circus what they are going to do with the leftover straw etc. that they left last year.</li><li>4. It was reported that the Parking Partnership has been active in the village recently issuing parking fines.</li><li>5. A word of thanks to TDC who speedily removed a washing machine that had been reported abandoned recently.</li></ol>
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**PART B**

**01.16.330 Children's Play Area Repair:** Members considered the quotations received from two contractors, Playequip and Bruce Landscapes, to rectify the items identified in the Annual Play Area Inspection Report.

Cllr Hills proposed, Cllr Drew seconded and it was **Resolved:** To accept the Bruce Landscapes quotation dated 16 December 2015 to rectify the items raised in the Play Area Inspection Report.

**APPENDIX A**

**PCSO Report Great Bentley Parish Council (incidents reported up to 29<sup>th</sup> December 2015)**

Obstruction -2

RTC -2

Robbery – 1

This is currently under investigation

Nuisance Communications -1

Suspicious Circumstances - 2

Both reports contain confidential information

Civil dispute -1

Missing Person -1

Drugs – 1

Disturbance -1

Hare Coursing -2

Fire -1

**PARISH CLERK REPORT  
7 January 2016**

1. Parish Council Meetings; The Village Hall has asked the Council to confirm its bookings for 2016. I need confirmation that the Council wishes to continue to hold its Planning Committee meetings and the monthly Parish Council meetings on the first Thursday of every month during 2016?
2. Parish Council Website; The theme of the website has been changed again. The aim is to bring the news items immediately to the attention of visitors thus encouraging repeat visits. A statistics plugin (or is it a widget?) has been added to assist to understand usage... I know it's mostly Greek to me as well. Any feedback on the content of the website would be gratefully received.
3. Affordable Housing Survey; No further development since the last meeting as my contact at the RCCE had an extended break over the Christmas holiday period.
4. Traffic Survey; I have spoken with people at Alresford PC and St Osyth PC since the last meeting as requested. Unsurprisingly, both villages suffer similar traffic issues as Great Bentley. There is a general acceptance that it is not possible to permanently resolve speeding and parking issues but that local action can help to minimise issues. An initiative that has been successful with indiscriminate parking is issuing considerate parking notices on the windscreens of offenders. St Osyth has a 19 strong team of volunteers operating a speed gun service. Local Police have issued 289 letters to speeding motorists in St Osyth in the past six months. The consensus is that one is likely to get a more sympathetic response from Essex Police and the Parking Partnership if you demonstrate that you are actively trying to address issues locally.
5. Parking on The Green in the vicinity of Chapel Terrace: The letter requested by the PC at its last meeting to residents of Chapel Terrace requesting motorists not to park on The Green has been circulated.
6. Southside Track; The work to level the track was completed by Mr David Gibbon very soon after the last meeting at the start of December.
7. Thank you Letters: At the request of Cllr Herbert I wrote to various farmers in the Parish in December to thank them for their efforts and personal contributions to the village during the past year.
8. Parish Council Grants: The Council Grant Scheme was publicised on the website and in the Parish Magazine at the beginning of December. The deadline for applications in 17 January 2016.

**APPENDIX C**

Items of Expenditure for Approval 7 January 2016					Agenda Item 01.16.321		
07/01/16	SO	Mr K Harkin (mth 9)	A010	Clerks Salary	846.95		846.95
07/01/16	DD	E.ON (Dec '15)	L010	Energy	344.19	68.84	413.03
07/01/16	DD	Talktalk (inv date 27-12-15)	A065	CRC Rent, Equip, Maint & General Costs	46.32	9.26	55.58
07/01/16	DD	Verilocation Ltd (inv date 01-01-16, 19of36)	G010	Grass Cutting/Green(inc.Gas oil for Tractor)	15.00	3.00	18.00
07/01/16	101622	GBVH (hall hire) Jan 16	A060	Village Hall Hire	23.00		23.00
07/01/16	101622	GBVH (CRC Hire) Jan '16	A065	CRC Rent, Equip, Maint & General Costs	195.00		195.00
07/01/16	DD	Sys3 Ltd	A030	Parish Comms (Newsletter/Web Site)	9.00	1.80	10.80
07/01/16	101623	Mr R McWilliams (Dec)	A013	Village Caretaker	69.24		69.24
07/01/16	101624	Mr M Dorling (inv 024)	G010	Grass Cutting/Green(inc.Gas oil for Tractor)	157.50		157.50
07/01/16	101624	Mr M Dorling (inv 025)	G020	Green Reinstatement/Track/Maintenance	145.00		145.00
07/01/16	101625	Bellet Ltd	G040	Maint. Mowers & Tractors (incl Insurance)	352.40	61.67	414.07
07/01/16	101626	Essex Police (01/07/15-31/12/15)	A020	Police Community Support Officer Incl Tel	4503.50		4503.50
07/01/16	101627	HMRC (period 8)	A010	Clerks Salary	279.99		279.99
07/01/16	101628	Conkers Cutters (Apr - Nov '15) 8 invoices	G010	Grass Cutting/Green(inc.Gas oil for Tractor)	1290.00		1290.00
07/01/16	101629	Poppy Appeal Wreath	D016	Poppy Wreath	25.00		25.00
07/01/16	101630	Instant Image (Allotment Sign)	P010	Repairs and maintenance	115.00	23.00	138.00
07/01/16	101631	Landscape Services	G030	Environmental /Trees/Pond/Standpipe	400.00	80.00	480.00
07/01/16	101632	Kier MG Ltd	L020	Call Outs & Repairs	85.79	17.16	102.95
<b>TOTALS</b>					<b>8817.09</b>	<b>247.57</b>	<b>9167.61</b>