

CANEWDON PARISH COUNCIL



Clerk to the CPC: Mrs Kelly Holland
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Minutes of the Parish Council Meeting held in the Village Hall on Wednesday 1st July 2009 at 7.40pm.

Present: Chairman Cllr. N. Wallace
Vice Chairman Cllr. V. Newby
Councillors Cllr. A. Haken Cllr. R. Kirton
Cllr. J. Smith Cllr. E. Toleman
Cllr. L. Van Houten
Members of press and public Thirty Two

09/141 Apologies for Absence.

141.1 Cllr. G. Kitchener – No apologies received.

09/142 Acceptance of Minutes from the meeting dated 03/06/09.

142.1 Proposed acceptance of minutes by Cllr. A. Haken and seconded by Cllr. J. Smith. Signed by the Chairman, N. Wallace as a true record.

09/143 Progress Report from the Clerk.

143.1 Clerk gave her report on actions from the previous meeting.

09/144 To receive member's declaration of interests in items on the Agenda.

144.1 09/156 – Cllr J Smith is the transport representative.

144.2 09/158 - Cllr. R. Kirton is an allotment tenant.

144.3 09/158 - Cllr. E. Toleman is an allotment tenant.

09/145 Public Forum.

There will be 10 minutes available for public question time.

- Resident queried overgrown foliage on some of the roads and requested who was responsible. Roads concerned are Lark Hill Road and Lambourne Hall Road. Are public allowed to trim them back or does highways need to do it? Does the landowner have authority to cut them?
Clerk to discuss with highways.
- Resident queried the overgrown grass on the verges at the south end of Scotts Hall Road (junction of Apton Hall Road). Cllr. J. Smith advised that if you call RDC direct they will do it within next 2 days.
Clerk to contact Rochford District Council.
- Resident advised that the Conservation zone in the High Street has been enlarged. There was a historic report a couple of years ago. The road signs in the area particularly Canute Close are unacceptable for a conservation area. The Chairman, N. Wallace suggested that Councillors make a list of signs for updating and forward them to the clerk.
Clerk to contact RDC, make reference to their report and request new signs for this area.

Chairman: N. Wallace

Vice Chairman: V. Newby

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Councillor L. Van Houten

09/146 Increase in Crime – Discussion with PC Gary Tween.**Burglaries**

- Q – There have been a number of break ins in village, what is the exact figure?
A – From the dome caravan park to Wallasea, including Stambridge and Ashingdon there have been 7 in total, 4 of which have been in the village area. 3 out of the 4 have been from insecure properties.

PC Tween advised that residents should lock all doors and windows; the burglar's favourite is the patio door is they are often unlocked. Take photo and list valuable items as they are then easier to trace. Burglars do not tend to take large items.
- Q – Are you suggesting we lock ourselves in our houses?
A – No. When you go to bed at night make sure that all doors and windows are locked.
- Q – Has there been any burglaries during the day when the occupant is at home?
A – It happens everywhere and has happened here, however the majority of burglaries are at night. Burglary is nationwide – villages are renowned for leaving doors unlocked, burglars are aware of this.
- Q – Are these incidents what you would expect statistically? Has there been a spike recently?
A – The incidents occurred on 17th April, 10th May, 26th May and 1st June. There have been no reports since 1st June. We may not get a burglary for months.
- Q – How many of the burglaries have been at night?
A – 1 out of the 4 has been at night. This was due to insecure premises.

Nuisance Youths

- Q – What are the police doing to assist village?
A – Plain clothes officers have been working the village, but had nothing to report back. In 3 months there have been 7 reports of nuisance youths.
- Q – Reports of drugs in park, a 13 year old came home under the influence of drugs. There has not been any report back from police.
A – If at any time an incident is reported and no response is received, contact Gary or the PCSO directly and they will take further details and will find out what has happened.
- Q – A youth was filmed smashing an old lady's garden. The police said that the video could not be used as the youth was under age.
A – Be careful of videoing and photographing young children. If there is evidence of a problem then request police surveillance cameras. Any evidence has to be on your property.
- Q – Age of criminal responsibility?
A – 10 years old.
- There is a police surgery monthly outside Costcutters which invites people to discuss any issues.
- If you speak to police or PCSO and you get a bad response contact PC Tween and he will deal with the problem.
- Resident advised that she had had a couple of problems with the PCSO in that he was not dealing with situations sufficiently. Gary advised that he would speak to the PCSO regarding the incidents reported.
Clerk to write to RDC for help on drug and alcohol problems.

09/147 Finance:

- 147.1 To approve Bank Reconciliation Figures for June 2009 (see attached).
Checked and proposed acceptance by Cllr. A. Haken and seconded by Vice Chairman, V. Newby.
- 147.2 To approve July 2009 Payments/Cheques for signature in accordance with the 2009/10 budget

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Councillor A. Haken
Councillor J. SmithCouncillor R. Kirton
Councillor E. TolemanCouncillor G. Kitchener
Councillor L. Van Houten

(see attached).

Checked and proposed acceptance by Cllr. J. Smith and seconded by Vice Chairman, V. Newby.

- 147.3 To approve Vice Chairman, V. Newby and Cllr. J. Smith to sign the cheques and authorise emergency action during recess.
 Proposed acceptance from Chairman, N. Wallace and Cllr. A. Haken. All in favour.

- 147.4 Chairman, N. Wallace, Vice Chairman, V. Newby, Cllr. J. Smith and Cllr. A. Haken to agree and sign the mandate for the Barclays Bank account.
 All in favour.

- 147.5 To agree that the Chairman, N. Wallace can be an authorised signatory for the NS&I account.
 Proposed acceptance by Vice Chairman, V. Newby and seconded by Cllr. A Haken. All in favour.

- 147.6 To review the quarterly financial report.
 Proposed acceptance by Cllr. A. Haken and seconded by Vice Chairman, V. Newby.

- 147.7 To review the quarterly report on the Clerks working hours.
 Noted.

- 147.8 To agree to renew the CPRE membership at a cost of £29 (increase of £1).
Available budget (CPRE Subscription): £28.
 Proposed acceptance by Cllr. J. Smith and seconded by Vice Chairman, V. Newby. All in favour.

- 147.9 To agree to renew the RCCE membership at a cost of £55.
Available budget (RCCE Subscription): £55.
 Proposed acceptance by Chairman, N. Wallace and seconded by Vice Chairman, V. Newby. All in favour.

- 147.10 To decide whether to purchase a laptop trolley or sack barrow for the Clerk (Deferred from June's meeting).
Available budget (Other Office Equipment): £429.
 Clerk has researched the Targus Atmosphere trolley. All in favour for Clerk to purchase this trolley. Cllr. J. Smith requested that the Chairman, N. Wallace should check what should be brought to each meeting.

- 147.11 To advise that the monthly fee for the wages service provided by Acumen Wages has increased to £17.50 plus VAT. An increase of £1 per month.
 Noted.

09/148 To receive the Internal Audit Report from Auditing Solutions Ltd and adopt the Action Plan (copy attached).

- 148.1 R1: To confirm that the precept figure of £19 208 for 2009/10 was agreed at the precept meeting held in the School House on 19th November 2008.
 Councillors confirmed that the precept figure is what was agreed at the precept meeting. All in favour.

- 148.2 R3: To discuss increasing the Council's fidelity cover to £30 000 as suggested by the internal auditor at a cost of £43.47.
Available budget (Insurance): £312
 Proposed acceptance by Cllr. A. Haken and seconded by Vice Chairman, V. Newby. All in favour.

09/149 To receive a report from the District Councillor, T. Capon.

- Due to the extensive meeting, she will talk to the Chairman, N. Wallace and Vice Chairman, V. Newby at the east area committee meeting.

09/150 Planning:

- 150.1 Location: Land opposite junction of Lark Hill Avenue, Pudsey Hall Lane
Application No: 09/00272/FUL
Proposal: Application for a certificate of lawfulness for two mobile field shelters, associated with the grazing of the land.

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 Councillor L. Van Houten

- Comments from Councillors We are not able to make any comment as to the legality of the claim as it is for the District Council to interpret the legislation.
- 150.2 Location: Scotts Hall, Scotts Hall Road
Application No: 09/00241/LBC
Proposal: Masonry Repairs, revised porch detail, new window to gable, substitute approved weatherboarding for render to gable.
Comments from Councillors No comments
- 150.3 Location: The Hames, Hyde Wood Lane
Application No: 09/00279/LDC
Proposal: Application for a certificate of lawfulness for continued use of residential dwelling in breach of agricultural occupancy condition to application number ECC/ROC/238/49.
Comments from Councillors **Awaiting comments from the planning committee**
- 150.4 To discuss what responses should be made to RDC regarding planning applications (deferred from June's meeting).
 Cllr. L. Van Houten believes that the District Council want the parishes to supply localness to the planning applications. The District Councillor, T. Capon advised that they want relevant planning issues from a local perspective.
- 09/151 Canewdon Energy Reduction Initiative (Deferred from June's meeting).**
 Cllr. A. Haken suggested that this be funded through the CIF Fund.
Clerk to monitor CIF website and provide councillors with relevant information when available.
- 09/152 High Street – Traffic Calming (Deferred from June's meeting).**
 152.1 Update from Cllr. L. Van Houten
 This may need to be added to the localism wish list. Clerk to provide Cllr. L. Van Houten with the contact details for the highways inspector for this area. Defer to Septembers meeting.
- 09/153 Recreation Ground (Deferred from June's meeting).**
 153.1 To receive a report from Vice Chairman, V. Newby.
 Vice Chairman, V. Newby gave his apologies for his absence last month. He confirmed that he met with RDC to discuss fencing some areas of the park and installing new gates.
 RDC confirmed that this would mean that the fence would have to go along the back of the residents' gardens and the fence would be 3 metres high. This is costly and there is no budget available. RDC requested that the CPC monitor problems with the park and then they may install them if needed.
- 09/154 Gays Lane (Deferred from June's meeting).**
 154.1 To consider a suggestion from a resident to rename the spelling of Gays Lane to that shown in ancient maps – Gaise Farm (see attached letter).
 Mr Ralph advised that the map in Saffron Walden museum shows the name spelt differently. Chairman, N. Wallace advised that the parish council had not received anything from the residents of Gays Lane itself. He advised Mr Ralph to contact RDC or ECC direct and ask for it to be looked into.
- 09/155 Maintenance of the Village Sign (Deferred from June's meeting).**
Available budget (Village Repairs): £500.
 155.1 The Chairman, N. Wallace looked at the sign and thinks it is in decent condition, the weathering gives it character. Councillors agreed that all the CPC assets should be reviewed annually before the precept meeting to recognise any repairs that may be needed. Cllr. A. Haken and Chairman, N. Wallace agreed to do the review.
- 09/156 Buses – Changes to Service 60 (Deferred from June's meeting).**
 156.1 Cllr. J. Smith attended the transport meeting and advised that the service is now circular, not two ways, and is isolating parts of the community. ECC will liaise with Stephensons to see if this can be changed, however no feedback has been received yet.

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Cllr. J. Smith has been advised by regular bus users that some of the drivers are not following circular route, they are continuing to reverse around Loftmans Corner.

09/157 Teen Shelter

157.1 To discuss the proposition from Monster Play of an annual inspection of the shelter to ensure that it meets specific standards. Cost - £225 + VAT.
Available budget (Village Repairs): £500.

Clerk advised that Connaught inspect RDC's assets. Councillors requested that Clerk contact RDC to see if the shelter can be added to their inventory list as it is on their land. Councillors also requested the Clerk write to Monster Play and request the benefits of the inspection, what are the out of warranty legal obligations, are there any implications. Defer to Septembers meeting.

157.2 To discuss adding the shelter to the insurance policy at a cost of £125 per annum.

Available budget (Insurance): £312

Councillors requested that the Clerk contact RDC to see if it is covered on their policy as it is on their land. Councillors requested the Clerk contact the CPC insurer to see if the policy covers acts of vandalism, excess, limit of damage. Defer to Septembers meeting

09/158 Allotments Report from Allotment Rep Cllr Richard Kirton.

158.1 To review the current tenancy agreement and consider the suggestion from the NSALG (see attached).

Councillors agreed that item number 3 and 21 from the NSLAG agreement should be inserted into the CPC agreement.

Councillors agreed that a one-off skip will be used to clear any excess rubbish on the allotments. Cllr. J. Smith advised that the hedge may need trimming again.

158.2 There has been some minor damage and produce taken; two young ladies, aged 6 and 3 have been feeding produce to the chickens.

158.3 Plot 15 – The tenants relatives are ill in Australia and they will be visiting. The neighbour will look after plot whilst tenant away. Councillors agreed that the neighbour will not be able to take over the tenancy and will be required to join the waiting list if they want their own plot. This will be a "caretaking" arrangement only. All in favour.

158.4 Cllr. R. Kirton has not put a sign on the notice board regarding the parking issue on Anchor Lane as there is nowhere on the allotments to put cars. Councillors suggested applying to the CIF fund to mark out a new car park.

09/159 Faulty Street Lights Report (see attached list).

159.1 Report given.

09/160 Items from Councillors to be added to next Agenda.

160.1 Publicity – refer to flyer

160.2 Cllr. J. Smith advised that the drain clearing & road clearing lorries have been around village in the last fortnight.

160.3 Manhole cover outside "The Robins" is collapsing. Advise Shaun Scrutton.

160.4 Anchor Lane Path is in bad condition, from Sycamore Way to Rowan Way.

09/161 The next Parish Council Meeting is on Wed. 2nd SEPTEMBER 2009 at 7.40pm.

There is no Parish Council Meeting in August

The meeting was closed at 9.30pm

Chairman's Signature

Dated



2nd September 2009

Chairman: N. Wallace

Vice Chairman: V. Newby

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Councillor E. Toleman

Councillor G. Kitchener
Councillor L. Van Houten