

CANEWDON PARISH COUNCIL



Clerk to the CPC: Mrs Kelly Holland
33 Rowan Way
Canewdon
Essex
SS4 3PD

Tel: 07596 747873
Email: canewdonparishcouncil@btconnect.com

Minutes of the Annual Council Meeting held in the Village Hall on Wednesday 6th May 2009 at 7.40pm.

Present:	<u>Chairman</u>	Cllr. V. Newby	
	<u>Vice-Chairman</u>	Cllr. L. Van Houten	
	<u>Councillors</u>	Cllr. R. Kirton Cllr. J. Smith Cllr. N. Wallace	Cllr. G. Kitchener Cllr. E. Toleman
	<u>Youth Reps</u>	None present	
	<u>Members of press and public</u>	Three	

09/93 To elect a Chairman.

93.1 Cllr. N. Wallace was elected Chairman. Cllr. J. Smith thanked Cllr. V. Newby for his hard work whilst acting as Chairman. All agreed.

09/94 To receive the Chairman's Declaration of Acceptance of Office

94.1 Declaration of Acceptance of Office was signed by the Chairman and received and signed by the Clerk.

09/95 To elect a Vice Chairman

95.1 Cllr. V. Newby was elected Vice Chairman.

09/96 Apologies for Absence.

96.1 Cllr. A. Haken – apologies received and accepted.

09/97 Acceptance of Minutes from the meeting dated 01/04/09.

97.1 Proposed acceptance of minutes by Chairman and seconded by Cllr. V Newby. Signed by the Chairman, N. Wallace as a true record.

09/98 Progress Report from the Clerk.

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

09/99 To receive any changes to the Members Register of Interests.

99.1 No changes were received.

09/100 To receive member's declaration of interests in items on the Agenda.

100.1 09/115 - Cllr. R. Kirton is an allotment tenant..

100.2 09/115 - Cllr. E. Toleman is an allotment tenant.

Chairman: N. Wallace

Vice Chairman: V. Newby

Councillor A. Haken
Councillor J. Smith

Councillor R. Kirton
Councillor E. Toleman

Councillor G. Kitchener
Councillor L. Van Houten

100.3 09/106.7 – Cllr. V. Newby's son attends this Scout group.

09/101 Public Forum.

101.1 There will be 10 minutes available for public question time.

- No comments

09/102 Wallasea Island Project

102.1 Email from resident regarding new concerns.

- CPC believed that all the earth for the project was coming from Crossrail. The resident advised that the RSPB have a licence for anyone to deposit earth which could come in by road. Unsure if the licence is from Environmental Health.
- Councillors agreed that the earth needs to be screened to ensure that it is not contaminated. Clerk to write to RSPB to request that there will be correct management of waste and reassurance that other material used from other sites is not contaminated. Reassurance needed that everything will be transported by barge and not road.

09/103 Talk from Michael Bull of the LINK Organisation.

103.1

- LINK was set up by government to monitor services and ensure that the PCT & social services are working correctly.
- LINK would like to know if rural areas, such as Canewdon, are getting the same services as those expected in Towns.
- Flyers given to be put on the notice board, website and in the Broomstick.

09/104 To see if any member of the public is interested in the Councillor vacancy.

104.1 No interest. Cllr. J. Smith requested that the item be removed from the agenda. All in favour.

09/105 To receive a report from the youth reps:

105.1

- None present.

09/106 Finance:

106.1 To approve Bank Reconciliation Figures for April 2009 (see attached).

Checked and proposed acceptance by Cllr. V. Newby and seconded by Cllr. L. Van Houten.

106.2 To approve May 2009 Payments/Cheques for signature in accordance with the 2009/10 budget (see attached).

Checked and proposed acceptance by Cllr. J. Smith and Cllr. V. Newby.

106.3 To confirm financial year end 2008/09 c/f figure £19 696.55 (see attached).

Checked and proposed acceptance by Cllr. V. Newby and Cllr. L. Van Houten.

106.4 To sign the Annual Return for 2008/09.

Checked and proposed acceptance by Chairman, N. Wallace.

106.5 To approve the Assets register.

Checked and proposed acceptance by Cllr. V. Newby. All in favour.

106.6 To review and approve the Insurance policy renewal.

Checked and proposed acceptance by Chairman, N. Wallace. All in favour.

106.7 To decide on a grant to 6th Rochford Scout Group for new camping equipment. (Grant form attached)

Chairman: N. Wallace

Vice Chairman: V. Newby

Councillor A. Haken
 Councillor J. Smith

Councillor R. Kirton
 Councillor E. Toleman

Councillor G. Kitchener
 Councillor L. Van Houten

Cllr. J. Smith queried that no other organisation has been approached for funding. Councillors believed that the Scout group should approach Rochford Parish Council and others for funding. All in favour for donation of £80.

106.8 To agree to reimburse the Clerk for her eye test (£21) and contribute £50 to the cost of her glasses as advised by HMRC.
 All in favour.

09/107 To decide on the dates and times of Parish Council meetings for 09/10.

Cllr. L. Van Houten proposed that the meeting times and dates are kept the same as changing them may cause confusion. All in favour.

09/108 To appoint members to serve on Committees and Outside Bodies.

108.1 The Trust – Two members.

Remove from agenda. Only when terms of expire vacate can someone be elected.

108.2 CCA Rep.

Cllr. V. Newby.

108.3 Transport Rep.

Cllr. J. Smith

108.4 RHALC Rep.

Cllr. L. Van Houten

108.5 Rochford Old Peoples Welfare Committee Rep.

Mrs Bromiley is to be asked to be the Parish Council rep.

108.6 Footpaths Rep.

Hugh Cumberland

Councillors requested that the Clerk thank Joan Marshall for her hard work in this post.

108.7 Allotment Gardens Rep.

Cllr. R. Kirton

108.8 Eastern Area Committee Rep (plus a substitute Rep).

Chairman, N. Wallace

Cllr. V. Newby (substitute)

108.9 CDRP Rep.

Cllr. R. Kirton

108.10 NAP Rep.

Cllr. R. Kirton

09/109 To review and agree the CPC Standing Orders.

Checked and proposed acceptance by Cllr. V. Newby seconded by Cllr. L. Van Houten.

09/110 To review and agree the CPC Financial Regulations.

Cllr. J. Smith requested that item 2.3 be amended to "November precept meeting". Chairman to sign amended copy at next meeting. All in favour to accept once amendments made. Defer to June meeting for signature.

09/111 To review and agree the CPC Complaints Procedure.

Checked and proposed acceptance by Cllr. J. Smith and Cllr. V. Newby.

Chairman: N. Wallace

Vice Chairman: V. Newby

Councillor A. Haken
 Councillor J. Smith

Councillor R. Kirton
 Councillor E. Toleman

Councillor G. Kitchener
 Councillor L. Van Houten

- 09/112 Planning:**
- 112.1 Location: 20A Canute Close
Application No: 09/00141/FUL
Proposal: Single Storey Pitched Roof Rear Extension
Comments made to RDC: No objections
- 112.2 Location: Homeland, Lark Hill Road
Application No: 09/00104/FUL
Proposal: Rooms in the Roofspace Incorporating Rooflights to Front and Flat Roofed Rear Dormer and Balcony to Rear
Comments made to RDC: No objections. Very small alteration which would have no adverse impact on the Green Belt.
- 112.3 Location: Land Adjacent 2 New Hall Cottages, Lambourne Hall Road
Application No: 09/00158/DPDP6
Proposal: Proposed Agricultural Store
Comments made to RDC No objections. So long as the proposed building is justified by the essential needs of the use of the land the subject of the application
- 112.4 Location: Lion House, Creeksea Road
Application No: 09/00154/FUL
Proposal: Renewal of Permission for the Demolition and Rebuild of a Bungalow
Comments made to RDC **Awaiting comments from Planning Committee.**
- 112.5 Location: The Chequers Inn, High Street
Application No: 09/00155/FUL
Proposal: Construct First Floor Rear/Side extension and Make alterations to convert pub into Four x Two bedroomed flats and construct Two x One bedroomed bungalows at rear with parking and amenity areas.
Comments made to RDC **Awaiting comments from Planning Committee**
 Revised application but not much has changed. The design has been amended but the other reasons for previous refusal have not been addressed.
- 112.6 Location: Pudsey Hall Farm, Pudsey Hall Lane
Application No: 09/00199/LDC
Proposal: Application for a Certificate of Lawfulness for Revised Alterations to Dwelling as Built to Constitute Permitted Development and in Particular to Fall Within Class B Part 1 to the Schedule to the Town and Country Planning (General Permitted Development) (Amendment) No. 2 (England) Order 2008.
Comments made to RDC **Awaiting comments from Planning Committee**
 Cllr. L. Van Houten advised that if it is lawful then the certificate will be granted.

09/113 Canewdon Energy Reduction Initiative.

- 113.1 Update from the Clerk.
 Clerk advised that Paul from ACS would like to attend next meeting to discuss the options in more detail. All in favour.

09/114 Road Cleaning (see attached email from resident)

- Road cleaners seen quite regularly, however the green food waste bin lorry is leaking onto the road. This may cause an environmental health issue. Clerk to find out how often the bins should be emptied and how often the roads should be cleaned.
- Clerk to thank resident and request any further problems be reported to her.

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Councillor A. Haken
 Councillor J. Smith

Councillor R. Kirton
 Councillor E. Toleman

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 Councillor L. Van Houten

09/115 Allotments Report from Allotment Rep Cllr Richard Kirton.

115.1

- The lock is in place on Anchor Lane and there has not been any dog excrement since it was instated.
- Cllr. V. Newby advised that the lock on the bottom gate cannot be changed. Clerk to advise tenants.
- Cllr. R. Kirton is meeting with Horticultural society in June.
- 3 allotments have hardly been tended so far this year, 22 and 22a and 15a. Councillors requested the Clerk send a warning letter to tenants requesting that efforts be made on the plots by the next Parish Council meeting.

09/116 Faulty Street Lights Report – (none to report).

116.1 None to report.

09/117 Items from Councillors to be added to next Agenda.

117.1 Waste bin by skate ramp and dog walking between skateboard ramps. Clerk request youth rep attend.

117.2 High street traffic calming.

117.3 Health and safety assessment

09/118 The next Parish Council Meeting is on Wed. 3rd JUNE 2009 at 7.40pm.

The meeting was closed at 9.10pm

Chairman's Signature



Dated

3rd June 2009

Chairman: N. Wallace

Vice Chairman: V. Newby

Councillor A. Haken
Councillor J. Smith

Councillor R. Kirton
Councillor E. Toleman

Councillor G. Kitchener
Councillor L. Van Houten