

CANEWDON PARISH COUNCIL



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Minutes of the Parish Council Meeting at Canewdon Village Hall on Wednesday 2nd June 2010 at 7.40pm.

Present: Vice Chairman Cllr. V. Newby
Councillors Cllr. R. Kirton Cllr. P. Merrell
Cllr. J. Smith Cllr. N. Storer
Cllr. M. Thorne Cllr. E. Toleman
Cllr. L. Van Houten
Members of press and public Four

10/56 **Apologies for Absence.**

Chairman, N. Wallace – apologies received and accepted.

10/57 **Acceptance of Minutes from the meeting dated 5th May 2010.**

57.1 Proposed acceptance of minutes by Cllr. J. Smith and seconded by Cllr. N. Storer. Signed by the Vice Chairman, V. Newby as a true record, subject to the following inclusion:

*10/42.1 – Cllr. J. Smith proposed that the CPC continue holding meetings on the first Wednesday of the month, **except August**, and an extra meeting would be held in November for setting the precept.*

10/58 **Progress Report from the Clerk.**

58.1 Clerk gave her report on actions from the previous meeting

10/59 **To receive member's declaration of interests in items on the Agenda.**

10/62.4 – Cllr. J. Smith declared a personal interest as she is the Church secretary.
10/62.6 – Cllr. J. Smith declared a personal interest as she is on the CCA management committee.
10/74 – Cllr. R. Kirton declared a personal interest as he is an allotment tenant.
10/74 – Cllr. E. Toleman declared a personal interest as he is an allotment tenant.

10/60 **Public participation session with respect to items on the agenda and other matters that are of mutual interest.**

There will be 10 minutes available for public question time.

- A member of the public spoke regarding the land opposite Lark Hill Avenue. He has heard from his neighbours that rumours had been circulating that he had objected to the new application regarding increasing the size of the manege. This is not the case.
- Another member of the public introduced himself as the new owner of the land opposite Lark Hill Avenue and he advised the Councillors that the increase in the manege size was due to arena tests that the riders take. The size of the manege for arena tests is 60 x 20 which is why the application to increase the size was submitted. The extension is for personal use only.
- A member of the public spoke on behalf of the elderly residents of Althorne Way in support of moving the bus stop from Pylon Cottages to the Village Hall. The member of the public also suggested that there is a piece of concrete at the end of Rest Cottages which could be used as a bus stop.

- 10/61 Presentation from Moira Groborz of the RCCE regarding affordable housing.**
Moira is the Rural Housing Enabler at the Rural Community Council of Essex (RCCE). Her job is to improve the provision of housing for local people. In particular, to keep the young people in the village.
- Affordable Housing is described as social rented (housing association), shared ownership (a maximum of 80% can be purchased) and intermediate rent (where residents are not eligible for social rented houses but cannot get a mortgage).
 - A housing needs survey is sent to every house in the parish and the results of the survey will identify whether there is a need for affordable housing. The Parish Council does not see the completed surveys, they are sent direct to Moira at the RCCE.
 - The Parish Council will be charged for the photocopying of the surveys, at a price of 12 pence per survey.
 - The results are collated and a report is then generated and passed to the Parish Council for information.
 - If a need is identified, the RCCE look for exceptions sites in the area and if possible, half of the houses needed are built. The exceptions sites ensure that the legal obligation to allocate the housing to local people or someone with local connections (such as a parent or sibling living in the area) is fulfilled. When looking for sites, infrastructure is considered.
- 10/62 Finance:**
- 62.1 To approve Bank Reconciliation Figures for May 2010 (Appendix 1).
Checked and proposed acceptance by Vice Chairman, V. Newby and seconded by Cllr. N. Storer.
- 62.2 To review May 2010 Payments/Cheques (Appendix 1).
Checked and proposed acceptance by Vice Chairman, V. Newby.
- 62.3 To approve June 2010 Payments/Cheques for signature in accordance with the 2010/11 budget (Appendix 1).
Checked and proposed acceptance by Vice Chairman, V. Newby and seconded by Cllr. J. Smith.
- 62.4 To agree the grant request from the Parochial Church Council of Canewdon of £1200 for grass cutting in the churchyard of St Nicholas' Church.
Available budget for grass cutting at St Nicholas' Church: £1200
It was **RESOLVED** by a unanimous show of hands that the grant for £1200 to the Parochial Church Council of Canewdon for grass cutting be approved. Cllr. J. Smith abstained.
- 62.5 To agree the grant request from the Canewdon Congregational Church of £540 for grass cutting in the church grounds.
Available budget for grass cutting at the Congregational Church: £540
It was **RESOLVED** by a unanimous show of hands that the grant for £540 to the Canewdon Congregation Church for grass cutting be approved.
- 62.6 To agree the grant request from the Canewdon Community Association of £580.38 for grass cutting at the Village Hall.
Available budget for grass cutting at the Village Hall: £700
It was **RESOLVED** by a unanimous show of hands that the grant for £580.38 to the Canewdon Community Association for grass cutting at the Village Hall be approved. Cllr. J. Smith abstained.
- 10/63 To review and agree the CPC Standing Orders (deferred from May's meeting).**
Cllr. J. Smith advised that she had raised some queries with the Chairman, N. Wallace and was waiting for a reply. In view of this, Councillors agreed to defer the item to the July meeting.
- 10/64 To review and agree the CPC Risk Assessment Register (deferred from May's meeting).**
It was **RESOLVED** by a unanimous show of hands that the risk assessment register be approved subject to the removal of the name of the author.
- 10/65 To receive a report from the District Councillor.**
District Cllr. T. Capon gave belated apologies for the last meeting.
There has been a change of portfolio holder who will be looking at the risk assessment query from the Chequers Cricket Club. District Cllr. T. Capon is expecting an update later in the week.

- 10/66**
- 66.1 **Planning:**
Location: Land Opposite the junction of Lark Hill Avenue
Application No: 10/00254/FUL
Proposal: Application to increase size of previously approved horse exercise manege (09/00202/FUL).
CPC Comments: This represents a 50% increase and we do not understand how an increased length can improve the turning area. Question whether this is the difference between a domestic facility and one that could be used commercially. It would appear that the current manege is sufficient for the purpose of the owners leisure use. We object to further hardsurfacing in the Green Belt.
- Further information was provided during the public forum. Cllr. L. Van Houten suggested that the new owner submit the new information regarding arena tests direct to RDC.
- 66.2 Location: 20A Canute Close
Application No: 10/00258/FUL
Proposal: Two storey pitched roof rear extension incorporating Juliet balcony.
CPC Comments: Seems a reasonable proposal, however, concerned about overlooking neighbouring properties.
- 66.3 Location: Hyde Wood Farm, Hyde Wood Lane
Application No: 10/00229/FUL
Proposal: Demolish existing house and bungalow annex and erect one four bedroomed house. Construct temporary building (retrospective) to accommodate family during construction.
CPC Comments: So long as the application satisfies the relevant policies of the Local Plan, a replacement dwelling is acceptable in principle. However, a S106 agreement is suggested so as to control any future development at the site and to ensure the temporary building is removed.
- 10/67**
- 67.1 **Community Initiatives Fund (CIF)**
To receive a report from Cllr. M. Thorne regarding the judging panel meeting held on 26th May 2010.
 Cllr. M. Thorne advised that there was £104,500 available in the CIF Highways fund. Canewdon Parish Council requested £3500 for village gateways. The funding for the village gateway was accepted and approved. The co-ordinator of the CIF fund will be contacting the Clerk.
- 10/68**
- 68.1 **Essex and South Suffolk Shoreline Management Plan (SMP)**
To formulate comments to the Environment Agency.
 Cllr. J. Smith will look through the additional information provided by the Environment Agency and forward comments to the Clerk.
- It was **RESOLVED** by a unanimous show of hands that Cllr. J. Smith's comments will be submitted on behalf of the parish council.
- 10/69**
- 69.1 **Highways**
To discuss and decide if the CPC should take any action regarding the parked cars opposite Althorne Way.
 Cllr. M. Thorne advised that cars park opposite the junction for Althorne Way and it is dangerous for children crossing as well as vehicles pulling out of the road. According to the Road Traffic Act 103, it is an offense to park opposite a junction. Cllr. M. Thorne suggested that he meet with Lyn Harvey of ECC Highways to highlight the issue and see if it can be rectified.
- It was **RESOLVED** by a unanimous show of hands that the Clerk arrange for Lyn Harvey to meet with Cllr. M. Thorne to highlight the issue.
- 69.2 To discuss and decide if the CPC should take any action regarding the parked cars by the new bus stop.
 Cllr. M. Thorne advised that if cars park by the new bus stop in Anchor Lane the traffic cannot flow due to the new traffic island. Cllr. M. Thorne suggested that he meet with Lyn Harvey of ECC Highways to highlight the issue and see if it can be rectified.

It was **RESOLVED** by a unanimous show of hands that the Clerk arrange for Lyn Harvey to meet with Cllr. M. Thorne to highlight the issue.

- 69.3 To discuss and decide if the CPC should take any action regarding the overhanging conifers in Lambourne Hall Road by the duck pond.
The Councillors agreed that the overhanging conifers cause a risk and decided that a letter should be sent to the homeowner requesting that they be cut back.

It was **RESOLVED** by a unanimous show of hands that the Clerk write to the homeowner requesting the conifers be cut back.

- 69.4 To consider the email from a resident regarding reducing the speed limit in Canewdon Road and Lark Hill Road to 40mph, and decide what action to take.
Councillors suggested that the resident attend the East Area Committee to address the item.

It was **RESOLVED** by a unanimous show of hands that the Clerk write to the resident advising that he should attend the East Area Committee and address his comments to them.

- 69.5 To discuss and decide if there are any other roads in the village that the CPC would like considered for a speed limit reduction.
Cllr. E. Toleman advised that the reduced speed limit of 40mph in Lambourne Hall Road does not seem to be having any impact on the speed of traffic. He suggested traffic calming islands be installed. Vice Chairman, V. Newby suggested that Cllr. E. Toleman complete a form to be submitted to the East Area Committee for discussion.

10/70 Bus stops

- 70.1 To discuss whether to request that ECC purchase a bin to be sited next to the new bus stop.
The Councillors agreed that a bin was needed at the new bus stop.

It was **RESOLVED** by a unanimous show of hands that the Clerk write to Highways to request a bin next to the new bus stop.

- 70.2 To discuss and decide whether to send written confirmation to Lyn Harvey at ECC that there is no local objection to moving the bus stop from outside Pylon Cottages to the Village Hall.
Following the support shown in the public participation session, Councillors agreed to write to Lyn Harvey.

It was **RESOLVED** by a unanimous show of hands that the Clerk send written confirmation to Lyn Harvey that there is no local objection to moving the bus stop from Pylon Cottages to the vicinity of the Village Hall.

10/71 Proposed Link from Costcutters to the School.

- 71.1 The Chairman, N. Wallace to give an update.
Vice Chairman, V. Newby advised that the plan had been drawn up by Essex County Council and the next step was to approach the homeowners.

It was **RESOLVED** by a unanimous show of hands that the Chairman, N. Wallace discuss the proposed pathway with the homeowners.

10/72 Premises for CPC office and meetings.

- 72.1 To discuss whether to research into finding a permanent CPC meeting room & Clerks' office.
Vice Chairman, V. Newby advised that the Village Hall Rebuild committee have found out that the Parish Council cannot have a room in the new village hall unless the CPC pay for it. It was suggested that the Parish Council look for alternative premises or land to site a portable building.

It was also noted that the parish council need confirmation that the Trust House or School can be used in an event of an emergency.

It was **RESOLVED** by a unanimous show of hands that:

- (i) the Clerk research alternative premises or available land for a portable building;
- (ii) the Clerk write to the Trust and the School requesting written confirmation that the CPC can use their premises in an emergency.

10/73 Footpaths

73.1 Report from Footpath Rep, Hugh Cumberland (Appendix 5).
No report received.

10/74 Allotments Report from Allotment Rep Cllr Richard Kirton.

74.1 To discuss and agree the procedure for the waiting list.
Cllr. R. Kirton wanted clarification on what the procedure was for the waiting list. Cllr. R. Kirton proposed that if the person at the top of the list refuses a vacant plot, they should go to the bottom of the waiting list.

Cllr. R. Kirton advised that there seems to be a lot of people tending the chicken plot, who may not be authorised.

Plot 14a has not been tended and Cllr. R. Kirton requested that a chase letter be sent.

Cllr. R. Kirton advised that some children had got onto the allotments on the afternoon of the 1st June 2010 and caused damage to crops and sheds. The incident has been reported to the police.

It was **RESOLVED** by a unanimous show of hands that:

- (i) if a person at the top of the waiting list refuses an allotment plot, they will automatically go to the bottom of the waiting list;
- (ii) the Clerk will write to the lead tenant of the chicken plot and advise that only the members of the chicken group can enter the allotments;
- (iii) the Clerk will write a letter to the tenant of plot 14a.

74.2 To discuss hiring another skip.

Available budget – Allotments Maintenance - £244.55
Available budget – Village Repairs/Maintenance - £500.00

Cllr. R. Kirton requested that two skips per year be supplied, one in March and one in June.

It was **RESOLVED** by a unanimous show of hands that two skips per year will be supplied out of the allotment maintenance budget.

74.3 To discuss and decide whether to agree to fund the grass cutting along school railings.

Available budget – Allotments Maintenance - £244.55
Available budget – Village Repairs/Maintenance - £500.00

Cllr. R. Kirton advised that one of the current tenants had cut the grass along the railings. However, Cllr. R. Kirton advised that this will need to be done twice yearly in April and June. He will obtain a quote from a local person.

It was **RESOLVED** by a unanimous show of hands that:

- (i) Cllr. R. Kirton will obtain quotes for grass cutting in the allotments, by the school railings;
- (ii) the grass cutting will be completed yearly in April and June.

10/75 Street Lights

75.1 Faulty Street light report (see attached).

Report given.

Cllr. R. Kirton advised the Clerk that the illuminated sign on the traffic island in Anchor Lane has a screw loose and is flapping in the wind. Clerk to advise Highways.

75.2 To discuss whether the CPC should take any action regarding the removal of the street light in the car park of Althorne Way and ask for it to be re-sited in Althorne Way itself.

Cllr. M. Thorne advised that street light ECC13 in Althorne Way is located next to the garages and attracts young people in cars. It would be better suited outside the houses by the garages as there are some elderly residents in the vicinity. Cllr. M. Thorne advised that an elderly resident had previously been run over by a car.

It was **RESOLVED** by a unanimous show of hands that the Clerk write to ECC to request the light be moved.

10/76 Items from Councillors to be added to next Agenda.

- 76.1 Security at the allotments
- 76.2 RCCE – Affordable Housing
- 76.3 Amendments to Allotment Agreements

10/77 The next Parish Council Meeting is on Wed. 7th JULY 2010 at 7.40pm.

The meeting was closed at 9.10pm

Chairman's Signature

A handwritten signature in black ink, appearing to read "N. P. W.", is written on a light-colored rectangular background.

Dated

7th July 2010