

CANEWDON PARISH COUNCIL



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Minutes of the Parish Council Meeting at Canewdon Village Hall on Wednesday 5th May 2010 at 7.40pm.

Present:	<u>Chairman</u>	Cllr. N. Wallace	
	<u>Vice Chairman</u>	Cllr. V. Newby	
	<u>Councillors</u>	Cllr. R. Kirton Cllr. N. Storer Cllr. E. Toleman	Cllr. J. Smith Cllr. M. Thorne
	<u>Members of press and public</u>	Nine	

10/30 To elect a Chairman.

30.1 Cllr. J. Smith proposed that Cllr. Nigel Wallace should remain as Chairman, seconded by Cllr. V. Newby. Cllr. N. Wallace thanked Councillors for the vote of confidence.

It was **RESOLVED** by a unanimous show of hands that Cllr. N. Wallace will remain as Chairman of the parish council.

10/31 To receive the Chairman's Declaration of Acceptance of Office.

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

10/32 To elect a Vice Chairman.

32.1 Cllr. J. Smith proposed that Cllr. Victor Newby should remain as Vice Chairman, seconded by Chairman, N. Wallace. Cllr. V. Newby thanked Councillors.

It was **RESOLVED** by a unanimous show of hands that Cllr. V. Newby will remain as Vice Chairman of the parish council.

10/33 Apologies for Absence.

33.1 Cllr. L. Van Houten – apologies received and accepted.

33.2 Cllr. P. Merrell – apologies received and accepted.

10/34 Acceptance of Minutes from the meeting dated 7th April 2010.

34.1 Proposed acceptance of minutes by Cllr. J. Smith and seconded by Cllr. E. Toleman. Signed by the Chairman, N. Wallace as a true record, subject to the following amendment:

10/9.6 – Cllr. J. Smith abstained

10/35 Acceptance of Minutes from the extraordinary meeting dated 20th April 2010.

35.1 Proposed acceptance of minutes by Cllr. R. Kirton and seconded by Cllr. V. Newby. Signed by the Chairman, N. Wallace as a true record, subject to the inclusion of the following:

10/28 - When considering all of the options presented, it was decided that site SC1 would have the most easily defensible green belt boundary in order to prevent further planning development and sprawl.

10/36 Progress Report from the Clerk.

36.1 Nothing to report.

10/37 To receive any changes to Members' Register of Interests.

37.1 Chairman, N. Wallace, Vice Chairman, V. Newby, Cllr. L. Van Houten and Cllr. N. Storer have updated the employment details of the register.

10/38 To receive member's declaration of interests in items on the Agenda.

38.1 10/52 – Cllr. R. Kirton declared a personal interest as he is an allotment tenant.

38.2 10/52 – Cllr. E. Toleman declared a personal interest as he is an allotment tenant.

10/39 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.

Extraordinary Meeting

- *A member of the public spoke regarding the proposed sites in the Allocations Development Plan Document and requested clarification on how the council came to the decision of SC1 when the public favoured site SC2.*
- The Chairman, N. Wallace, advised that all responses were not received on the night of the extraordinary meeting and Councillors considered and voted on the sites on merits and what they believed would be best for the village. Councillors believed that site SC1 had the best defensible green belt boundary which would help prevent further development and sprawl.

It was advised that the purpose of the meeting was to draw parishioners' attention to the proposals put forward by RDC. Parishioners were advised to submit their comments/objections to RDC direct. The ADPD is a work in progress and no definite decision has been made, more sites can still be put forward to be considered.

- *A member of the public advised that some parishioners had heard that the CPC agreed to site SC1 as the landowner had offered to furnish the village hall rebuild.*
- The Chairman, N. Wallace strongly denied this, the parish council has not had any documentation to support this and had not heard of this until this evening.
- *Another member of the public advised that he stayed for the entire extraordinary meeting and witnessed the CPC considering and voting on the proposed sites. He advised that he did not get any feeling from the parishioners at the meeting that they were against site SC1.*
- The Chairman, N. Wallace advised that the parish council want to work with parishioners and it was suggested that the members of the public present meet with the parish council to discuss the way forward.

Chequers Cricket Club

- A member of the Chequers Cricket club advised that they have a new lease from RDC which states that the club have to lock the children's play area when they are playing cricket and put a sign up. If children are in the play area, the club cannot ask them to leave, the club have to wait for the children to leave.

The cricket club have played at the recreation ground for 29 years and in this time a basketball court and skate ramp have been installed. When the club first started playing there was only a small children's play area.

To our knowledge, RDC have never carried out a risk assessment, the cricket club do their own risk assessment, however, no other club in the district has to do a risk assessment. The risk assessment has been altered so that as many players as possible are situated by the play area.

The cricket club have been advised that they cannot play cricket as it is to do with the insurance company and because someone was nearly hit by a ball in 2009.

There is nowhere else for the club to play in the village, perhaps the square could be moved or trees planted to protect the play area.

The cricket club will be meeting with Geoff Dawson of RDC on 14th May 2010 to discuss but have been advised that there is probably nothing that can be done.

- The Chairman, N. Wallace advised that the CPC have no say as to what RDC allow on playing field as it is RDC's property.

- Cllr. J. Smith suggested that the cricket club approach the District and County Councillors for support.

10/40 To discuss the letter from the Chequers Cricket Club regarding health and safety in the recreation ground, and decide if there is any action that the CPC wish to take.

40.1 The Chairman, N. Wallace proposed that the CPC write to RDC advising that the parish council support the cricket club and suggest that together a resolution can be found

It was **RESOLVED** by a unanimous show of hands that the parish council will write to RDC in support of the cricket club.

10/41 Finance:

41.1 To approve Bank Reconciliation Figures for April 2010 (Appendix 1).

Checked and proposed acceptance by Vice Chairman, V. Newby and seconded by Cllr. N. Storer.

41.2 To review April 2010 Payments/Cheques (Appendix 1).

Checked and proposed acceptance by Vice Chairman, V. Newby and seconded by Chairman, N. Wallace.

41.3 To approve May 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 Chairman, N. Wallace.

41.4 To confirm financial year end 2009/10 c/f figure £12 424 (see attached).

Checked and proposed acceptance by Vice Chairman, V. Newby and seconded by Chairman, N. Wallace.

41.5 To sign the Annual Return for 2009/10.

Checked and proposed acceptance by the Chairman, N. Wallace.

It was **RESOLVED** by a unanimous show of hands that the Chairman should sign the Annual Return.

41.6 To sign the Annual Governance Statement for 2009/10.

Checked and proposed acceptance by the Chairman, N. Wallace.

It was **RESOLVED** by a unanimous show of hands that the Chairman should sign the Annual Governance Statement.

41.7 To approve the Assets Register.

Cllr. J. Smith advised that the Cantilever bus shelter had not been removed. The Clerk advised that it had been removed from the asset register and the insurance policy that morning. Councillors requested that the Clerk receive confirmation that the CPC are not liable for the new bus stop in Anchor Lane.

It was **RESOLVED** by a unanimous show of hands that the asset register be approved.

41.8 To review and approve the Insurance policy renewal figure of £1411.79.

Available Budget: £1470.00

The Clerk advised that she had removed the Cantilever bus shelter from the policy that morning and the new renewal figure was now £1371.73.

It was **RESOLVED** by a unanimous show of hands that the insurance policy renewal be approved.

10/42 To discuss and decide the dates for the parish council meetings for 10/11.

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.

It was **RESOLVED** by a unanimous show of hands that the meeting dates and times would remain unchanged.

10/43 To appoint members to serve on Committees and Outside Bodies.

- 43.1 CCA Rep.
Vice Chairman, V. Newby
- 43.2 Village Hall Rebuild Rep.
Vice Chairman, V. Newby and Cllr. N. Storer
- 43.3 Transport Rep.
Cllr. J. Smith
- 43.4 RHALC Rep.
Cllr. L. Van Houten
- 43.5 Rochford Old Peoples Welfare Committee Rep.
The CPC do not have a formal rep on this committee, however, Mrs Bromiley attends voluntarily and Cllr. J. Smith is sent the minutes.
- 43.6 Footpaths Rep.
Hugh Cumberland.
- 43.7 Allotment Gardens Rep.
Cllr. R. Kirton
- 43.8 Eastern Area Committee Rep (plus a substitute Rep).
Chairman, N. Wallace, Vice Chairman, V. Newby as a substitute.
- 43.9 CDRP Rep.
No rep required. The minutes are received via email.
- 43.10 NAP Rep.
Cllr. R. Kirton

The Chairman, N. Wallace advised that he is the CPC rep for the RSPB Wallasea Island Project and would be happy to continue doing so.

10/44 To review and agree the CPC Standing Orders.

- 44.1 Cllr. J. Smith raised queries with the standing orders and requested that the item be deferred to the June meeting.

10/45 To review and agree the CPC Financial Regulations.

- 45.1 It was **RESOLVED** by a unanimous show of hands that the Financial Regulations be accepted.

10/46 To review and agree the CPC Complaints Procedure.

- 46.1 It was **RESOLVED** by a unanimous show of hands that the Complaints Procedure be accepted.

10/47 To review and agree the CPC Risk Assessment Register.

- 47.1 Some queries arose from the register. Councillors agreed to review the register and defer the item for approval for the June meeting.

10/48 To receive a report from the District Councillor.

- None present.

10/49 Planning:

- 49.1 Location: 4 West Cottages
- Application No: 09/00710/FUL
- Proposal: Install four double glazed windows to front elevation.
- RDC Decision: Refused.

The proposal by way of introduction of Upvc windows to the front elevation of the property is considered an unacceptable addition given the location within the Canewdon Conservation Area.

Cllr. J. Smith commented that another of the cottages has had Upvc windows installed.

49.2 Location: 19 Butts Paddock
 Application No: 10/00245/FUL
 Proposal: Convert garage to habitable space.
 CPC Comments: A reasonable proposal as parking will still be available on site.
 Other properties on the estate have made this alteration.

10/50 Grants for the 2012 Olympic games

50.1 To discuss and decide whether to hold a sport event to mark the two year countdown to the games. Councils can apply for a grant of up to £500.

The Councillors discussed holding a community family cricket event with a bar-b-que, food and refreshments in conjunction with the Chequers Cricket Club.

It was **RESOLVED** by a unanimous show of hands that the parish council would apply for a grant for the family sporting event.

10/51 Footpaths

51.1 Report from Footpath Rep, Hugh Cumberland (Appendix 5).

No report received.

10/52 Allotments Report from Allotment Rep Cllr Richard Kirton.

- The tenants who had received letters regarding the non cultivation of their plot have started work on their plots.
- The skip arrived on Friday and was full by Saturday morning. It was removed on Wednesday evening.
- Cllr. R. Kirton requested that the CPC fund another skip. The August bank holiday was suggested as a possible date. The Clerk will add this to the June agenda.
- Grass cutting with a brush cutter is required along the school railings. It was noted the Phil Capon may give the CPC a quote for this. Add to June agenda.
- Cllr. R. Kirton will be doing another survey of plot holders who have not started cultivation. This will be presented at the next meeting.

10/53 Faulty Street Lights Report (see attached list) (Appendix 6).

53.1 Report given.

10/54 Items from Councillors to be added to next Agenda.

- 54.1 Has the CPC been given a date for judging for the village of the year competition. Clerk to chase.
- 54.2 Highways issues – parking and width restriction where the new bus stop has been sited.
 Overhanging conifers opposite the duck pond causing obstruction.
- 54.3 Street light in the car park in Althorne Way serves no purpose – can it be moved?
- 54.4 Proposed footway between school and Costcutters.
- 54.5 Rubbish bin required next to the new bus stop.
- 54.6 The bus stop sign hasn't been moved from outside Costcutters and the new sign has not been put at the new stop.

10/55 The next Parish Council Meeting is on Wed. 2nd JUNE 2010 at 7.40pm.

The meeting was closed at 9.05pm

Chairman's Signature

Dated

2nd June 2010