

CANEWDON PARISH COUNCIL



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

Tel: 07596 747873
Email: canewdonpc@btinternet.com

Minutes of the Parish Council Meeting held at Canewdon Village Hall on Wednesday 5th September 2012 at 7.15pm.

Present: Vice Chairman: Cllr. L. Van Houten

Councillors: Cllr. J. Ince Cllr. R. Kirton Cllr. C. Nicol
Cllr. J. Smith Cllr. E. Toleman Cllr. B. Wallace

Officers: Kelly Holland, Parish Clerk

Members of the public: Three

12/103 Apologies for Absence

Apologies were received from Cllrs. C. Argent and N. Wallace.

RESOLVED that the apologies be accepted.

12/104 Minutes

RESOLVED that the minutes from the Parish Council meeting held on 4th July 2012 be approved as a correct record and signed by the Chairman of the meeting.

12/105 Progress Report

12/44(b) - One quotation had been received for the asset maintenance.

12/70 - Rochford District Council had liaised with the Highways Authority and had been advised that the mast transmitter in Lambourne Hall Road is a new lamp column which includes highway lamp monitoring equipment. It is one of several being provided in the district to monitor the lighting, the old column would shortly be removed.

12/89(c) - The Educational Trust decided against giving the Parish Council a lease for the allotments.

12/93 - ENTRUST had confirmed that the grant application for the skate park had been approved.

Members congratulated the Clerk on passing the CiLCA module on the General Power of Competence.

12/106 Declaration of interests

Cllr. R. Kirton declared a personal interest in item 12/121 as he was an allotment tenant and 12/110(b) as he was a close neighbour to the proposal;

Cllr. E. Toleman declared a personal interest in item 12/121 as he was an allotment tenant;

Cllr. J. Smith declared a personal interest in item 12/111 as she was the secretary to St Nicholas' Church.

12/107 Public participation session

A former tenant of the allotments spoke regarding taking the tenancy for a derelict plot.

A local farmer advised that there is approximately a pallet of grit salt stored at his farm.

12/108 **District Councillor's report**

District Councillor T. Capon had emailed the Clerk to advise that she was unable to attend Parish Council meetings due to other commitments.

RESOLVED that the Clerk request a written report from both District Councillors.

12/109 **Finance**

The list of payments due to be paid was received along with payments made in August 2012 and the bank reconciliation for July and August 2012.

The external audit for 2011/12 had been completed with no issues arising; thanks were extended to the Clerk.

Permission to take archive documents to Essex Records Office was requested by the Clerk.

RESOLVED that

(a) the following payments be approved and cheque signed:

Mrs K Holland	101392	£915.59
Acumen Wages	101393	£22.20
A & J Lighting Solutions	101394	£95.70
RHALC	101395	£10.50
EALC	101396	£281.55
DSG Retail	direct debit	£11.00
EDF Energy	direct debit	£342.03

(b) the payments and cheques made during August 2012 be noted;

(c) the bank reconciliation figures for July and August 2012 be approved and accepted;

(d) the completion of the external audit for 2011/12 be noted;

(e) the Clerk be authorised to deliver records to the Essex Records Office in Chelmsford.

12/110 **Planning**

The minutes of the planning committee meeting held on 18th July 2012 were received along with the list of applications determined by the District Council during July and August 2012.

RESOLVED that

(a) the District Council be informed of the comments as set out below the following applications:-

- (i) Application No: 12/00477/FUL
 Proposal: Convert attached garage to habitable room
 Location: 14 Pudsey Hall Lane
No adverse comments
- (ii) Application No: 12/00469/FUL
 Proposal: Replace existing felted flat roof with a traditional gabled mansard style roof with a proposed dwelling within the newly formed roof space.
 Location: Anchor Parade, Anchor Lane
Object to the mansard style roof, the scale and bulk of the proposal along with the potential for overlooking. Members also objected to the proposed external staircase as the only means of access to the new dwelling and the siting of the proposed bin store.

- (iii) Application No: 12/00506/CPO
 Proposal: Non-material amendment to permission ref ESS/54/08/ROC to allow an altered design of cell 1 including a reduction in fill material.
 Location: Land at North end of Wallasea Island.
No adverse comments

- (b) the minutes of the planning committee meeting held on 18th July 2012 be noted;
 (c) the list of applications determined by the District Council in July and August 2012 be noted.

12/111 Consultations

RESOLVED that

- (a) the Parish Council support the proposals put forward in the payments by Parish and Community Councils consultation document;
 (b) the Parish Council have no comments to make regarding the Strategic Housing Land Availability Assessment consultation document;
 (c) Cllr. L. Van Houten draft the comments which will be forwarded to the Clerk to be submitted to Rochford District Council;
 (d) the Parish Council have no comments to make regarding the Rochford District Council Licensing Policy (Gambling Act 2005) consultation document.

12/112 Emergency Planning

RESOLVED that the plan be deferred to the next meeting of the Parish Council.

12/113 Canewdon Educational Trust

The tenure of Cllr. N. Wallace as Parish Council representative on the Trust was ending.

RESOLVED that Cllr. N. Wallace be reappointed as Parish Council representative on the Trust.

12/114 London Southend Airport

An email was received from a resident regarding the aircraft noise early in the morning, a letter from London Southend Airport was considered regarding the noise.

RESOLVED that the Parish Council will continue to monitor the situation and the Clerk advise the resident that they can make a formal complaint to London Southend Airport.

12/115 Proposed Localisation of Council Tax

Members received information from the National Association of Local Councils regarding the localisation of Council Tax.

RESOLVED that the information be noted.

12/116 Essex Police

Essex Police confirmed that Rochford Police Station would be sold in the near future.

RESOLVED that the information be noted.

12/117 Essex Village of the Year

Following on from minute 11/274, Canewdon had received a merit award in the Essex village of the year competition. Members received the feedback form from the judges.

RESOLVED that the information be deferred to the budget and precept meeting in November.

12/118 **Winter Service**

Essex County Council were asking Parish Councils to register their interest for the winter salt bag scheme.

A member of the public offered to store the salt and members agreed to volunteer to spread the salt in severe weather. Thanks were extended to the farmer and his wife for their assistance with the scheme.

RESOLVED that

- (a) the Parish Council take part in the winter salt bag scheme and register the interest with Essex County Council;
- (b) the salt be stored by the member of the public.

12/119 **Skate Park**

The Parish Council had been unsuccessful in the bid for £50,000 from Sport England. Members discussed whether to work in partnership with Rochford District Council for another Sport England bid or whether to try to secure smaller amounts of funding from more funders.

RESOLVED that the Clerk liaise with Sport England to ascertain the likely hood of the Parish Council obtaining a grant when a project in Great Wakering had recently secured funding from Sport England.

12/120 **Highways/Environment/Transport/Footpaths/Street Lights**

Street light P11 in Lark Hill Road would need to be replaced when it next had a fault as all the internal components will be beyond repair and the replacement parts are obsolete.

Only one quotation had been received for the work required to the assets, a resident had requested whether the village gateways could be included in the schedule of works.

RESOLVED that

- (a) street light P11 be replaced at a cost of £220.00 when it is next faulty;
- (b) the Clerk obtain quotations for the work required to the assets from contractors outside of the parish;
- (c) the village gateways be included in the specification.

12/121 **Allotments**

Following on from minute 12/89, members discussed the issues raised, along with the possibility of devising rules and procedures for equipment left on a plot when the tenancy had been terminated/surrendered.

There had been some vandalism on the allotments, permission was requested for a skip at the end of September.

A tenant with two plots requested swapping his cultivated plot for a vacant plot next to his second plot, therefore, having both his plots next to one another.

RESOLVED that

- (a) the issues identified in the report be investigated;
- (b) Cllr. R. Kirton draft some rules and procedures relating to equipment left on a plot when the tenancy has been terminated/surrendered;
- (c) the tenant who requested to swap plots be allowed to do so.

12/122 **EALC Training Sessions**

Members received a list of training sessions being held in Great Dunmow during May 2012. The Clerk requested permission to attend the Annual General Meeting of the Essex Association of Local Councils.

RESOLVED that the Clerk be authorised to attend the Annual General Meeting of the Essex Association of Local Councils in Great Dunmow.

12/123 **Items to be added to next Agenda**

Report from the transport representative;

Amendments to the allotments rules and procedures.

12/124 **Future Parish Council meetings and events**

The next Parish Council Meeting will be held on Wednesday 3rd October 2012 at 7.15pm in the Village Hall.

The next meeting of the planning committee will be held on Wednesday 19th September 2012 in the Trust House at 7.00pm, providing there are planning applications that need to be considered.

12/125 **Exclusion of the press and public**

RESOLVED that the press and public be excluded from the remainder of the meeting due to confidential business. (Public Bodies (Admissions to Meetings) Act 1960, s 1 (2)).

12/126 **Allotment dispute**

Members considered the letter regarding the allotment dispute.

RESOLVED that the previous decision of the Parish Council stands.

The meeting was closed at 8.48pm

Chairman's Signature

Dated

3rd October 2012