**ALRESFORD PARISH COUNCIL**

**Annual Parish Council Meeting**

**Minutes of the Annual Parish Council Meeting held on the** Wednesday 1st of May 2024.

**Held at 7.30pm the Pavilion, Ford Lane, Alresford**

**Cllrs. Present:** Cllr. F. Belgrove (Chairman), Cllr L Belgrove, Cllr S Clark, Cllr J Claremont-Brown, Cllr. A. Wiggins, Cllr. G. Scott, Cllr. V. Dalzell, Cllr B Swash.

Also present: The Clerk, County Councillor A Goggin, Members of the public x4

**Meeting opens:** 19.30 hrs transacting the following business:

**Minutes from the Published Agenda**

**Agenda**

**05.24.87 Election of Chairman.** Councillors present to elect a chairman.

Cllr F Belgrove Stands; no opposition. Proposed Cllr S Clark, Seconded Cllr B Swash, Carried unanimously

**05.24.88 Acceptance of office of chairman:**

Cllr F Belgrove Signs acceptance in front of and witnessed by the Clerk and Proper Officer.

**05.24.89 Election of Vice- Chairman.** Councillors present to elect a vice-chairman.

Cllr J Claremont Brown proposes Cllr E Osborne for Vice Chairman in absence, Seconded Cllr B Swash, Carried unanimously.

**05.24.90 Announcements.** Chairman to make announcements.

Annual Parish Meeting to be held Wednesday May 15th 7.30pm in the Pavilion.

Deadline for co-option applications is June 3rd.

Alresford Fete Organising Group invites all residents to Picnic in the Park event, scheduled for Saturday June 8th at 12.30pm.

Staunton Gate South site has seen over £100,000 worth of trees planted by Taylor Wimpey, and the site is being prepared for hand over. The allotments are being prepared and there may be some delays in hand over due to technical and legal issues with Tendring District Councils land transfer department.

**05.24.91 Apologies for Absence.** Cllr E Osborne, Cllr A Wiggins.

**05.24.92 Minutes of the last monthly meeting:**

To approve the minutes of the meeting of the 3rd of April 2024.

Proposed to accept the minutes as an accurate record Cllr L Belgrove, Seconded Cllr G Scott, Carried, 1x Abstention (Cllr B Swash was not present at the previous meeting).

**05.24.93 Declarations of Interest.**

Councillors present to declare pecuniary and non-pecuniary interest in agenda items.

Cllr G Scott declares interest in items 97 & 100 and in the financial report items relating to precept and LCTS Grant. Cllr F Belgrove & Cllr L Belgrove declare interest in item 96 and announce a granted dispensation on the planning matter.

**05.24.94 Public Forum** under the Public Bodies (Admission to Meetings) Act 1960, Section 1 (1) This council is committed to community engagement and welcomes members of the public to contribute in this part of the meeting.

Time limit 3 mins per person. Item limited to 10 minutes.

**During the public forum:** Members of the public and guests can address the Council on matters presented on the publicised agenda. The Council can only take decisions on agenda items. Matters raised and not on the agenda can be carried forward for a response later. Any questions not presented to the council far enough in advance may be noted and responded to at another time.

**After the public forum:** Members of the public are asked to respect that this is a meeting to conduct council business and interruptions during the remainder of the meeting are not permitted.

A member of the public brings an issue to the councils attention over childrens access to primary school placements. There have been local residents whose children have been placed at Rowhedge, Fingringhoe and Wivenhoe and other schools not within walking or travelling distance, as the “Siblings Policy” has meant that the school has prioritised siblings even where they are not resident in Alresford. Of the 30 places available 20 were taken by siblings of children already at Alresford Primary School, even where those children are commuting form adjacent villages and towns (Wivenhoe/Brightlingsea/Great Bentley). The resident appreciates that local councillors have limited power to act on this matter, but it is of grave local concern, with over 20 local children not receiving a place at the school, to which they could walk. The two large developments of St Andrews and Staunton Gate put extra pressure on the school.

This issue will only get worse with the developments in the local area. In a year group six years ago, two intake classes of 30 were created to allow for the increase in children born in 2012/13.

The children who travel into Alresford Primary School from outlying areas also mean that the traffic issues surrounding the school and local area are exacerbated, doubly impacting the local area.

Another member of the public adds that the traffic is heavy as a result of commuting parents dropping off and collecting children from the school.

He also asks about the discussion of time restricted parking item on the agenda. Asks what the background is and why it might be considered to do that. Essentially identifying that Station Road is being used as a car park for commuters.  
  
A third member of the public mentions that at the last meeting Cllr Dalzell raised points about the cost of the PCSO. The member of the public went on to state that the PCSO was essential as without her presence there would be no police presence in the village unless it was a major incident. The chairman mentions the contract will be up for review in due course, but that we are still under contract with Essex police to employ the PCSO’s services.

**05.24.95 Finance Matters.** April Finance Report - Council to review and approve.

Cllr F Belgrove highlights the reduction in electricity costs. He also highlights the LCTS Grant receipt and the First payment of the Precept from Tendring District Council. Cllr G Scott asks about the purchase of Hydrogen Peroxide, the clerk clarifies that it is to replace the use of bleach as a more environmentally friendly product. Proposed to accept the finance report by Cllr G Scott, Seconded Cllr J Claremont Brown, Carried.

**05.24.96 Planning Matters:**

**Application number:** [24/00529/FUL](https://idox.tendringdc.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=SBS7A5QB0OT00)

**Location**: Plumptons Farm St Osyth Road Alresford Essex

**Proposal:** Planning Application - Retrospective change of use of the land to a secure dog walking area and associated car parking area to serve the facility.

Cllr F Belgrove introduces the item and clarifies its premise.

He reminds councillors that the council can either Object, Support or offer a Neutral response.

It is clarified that there have been two previous retrospective planning applications granted on the land for two previous applications.

Cllr Clark asks if the application relates to business, and asks about Health and Safety, Access to the site, and the definition of a business being operated so far outside of the Village Settlement Boundary. He highlights the issue for a business being operated out of that area, but that access should be off the B1027, as it is for Wyvernwood, and the Haul Road for Bretts.

Cllr Dalzell states that such areas are a good idea for safe training and socialisation of dogs, and that training dogs is vital to their wellbeing and societal cohesion.

Cllr G Scott seeks clarification on access and the gates. He seeks clarification from Cllr S Clark on the operation of businesses outside of the settlement boundary. Cllr Clark clarifies that the granting of permission precedes the Neighbourhood plan, but the neighbourhood plan is quite specific about the approval of business operations.

Council discuss.

Agree to object on access issues and opening times. Clerk to upload council decision to planning portal.

Proposed Cllr S Clark

Seconded Cllr B Swash

Carried 4 votes for the proposal to object. 3 abstentions.

**05.24.97 Tendring District Council Consultation.** council to discuss, consider and decide on the response to Tendring District Council Consultation documents from Alresford Parish Council to the scrutiny committee. Cllr F Belgrove introduces. He invites Cllr G Scott to elaborate.

Council to respond, clerk to send in councils’response.

**05.24.98 Playing field, Fence to rear of Neighbouring Property**.

Council to consider goodwill donation to replacement of fencing panels caused by overgrowth on council property/land. Council to instruct J’s Garden services to clear the area of overgrowth to prevent future damage.

Cllr G Scott expresses concern over the preservation of the Plum Trees along the playing field boundary. Contractors to be instructed to retain the trees.

Proposed a goodwill gesture contribution of £150 towards the repair and replacement of fence panels by Cllr B Swash, Seconded Cllr G Scott, Carried

* + 1. **Council to discuss Time restricted parking,** as at Wivenhoe and Brightlingsea**.**

Cllr F Belgrove introduces the item on the introduction of time restricted parking. Cllr J Claremont-Brown expands on the issue of station parking. Can council review the process?  
We can review the assessment by North Essex Parking Partnership every 5 years. It is now open for review. Cllr V Dalzell expands to state that the parking is impacted by the post office expansion, the lack of rear area parking for the shop owners means that the business owners park in the laybys and the shoppers are pushed further out. He asks about where the restriction would end, and how the problem is displaced elsewhere, by implementing restrictions? Cllr F Belgrove highlights this issue of displacement as written in the NEPP Parking report on this matter. He recommends to council that council ask NEPP to perform an investigative assessment of parking on station road. Any scheme would be then escalated to public consultation of local residents and local businesses. It would be a major consideration on the displacement and impact on neighbouring roads.

Clerk to instruct the NEPP to conduct a survey.

* + 1. **District Councillor’s report (Written Report)** and 5 min verbal report. Cllr G Scott introduces the District councillor report. He introduces the review of housing development which will be distributed to Tendring District Council residents from some point in June.
    2. **Essex County Councillor Report (Written Report)** and 5 min verbal report. County Councillor Goggin reports on actions for Alresford ward.
    3. **Essex County Council New Highways Scheme:** 10 min item County Councillor invited to provide information regarding New Highways Scheme. Cllr Goggin continues with a new scheme to provide teams of repair workers to address smaller issues of potholes on a rotation basis for each County Councillor (8 county councillors) so once every 8 weeks the country councillor can provide a list to enable an area to be addressed by the team of engineers.
    4. **Council to recap:** North Falls consultation which ended April 22nd. Council to

discuss the consultation and next steps. For Information Item. Cllr F Belgrove introduces.

Suggests council to register as a corporate body. MP’s, County Council and District Council are in objection to this proposal and have an alternative proposal.

Deadline of Friday 21st June for individuals and corporate bodies to register.

Proposed to schedule an item for the June meeting agenda.

**Action:** Clerk to Forward all documents received to councillors. Schedule Item for discussion in the June agenda.

* + 1. **Council to review cost of painted roadway H bar:** For disability access dropped kerb opposite village hall. Proposed to approach North Essex Parking Partnership and budget £140 by Cllr F Belgrove, seconded Cllr G Scott, Carried.
    2. **Council to consider:** Alresford Colne Rangers Football Club have made an offer to provide all cleaning materials for changing rooms, and toilet paper for the Pavilion.

Cllr V Dalzell asks if we had donated money to the ACRFC in our grant payments? It seems that the money being offered back now is ridiculous. Wouldn’t that money be better going to another more deserving cause? Cllr G Scott asks that there be a restriction placed for only using Environmentally friendly products. Cllr L Belgrove asks if the item is about procurement and management of provisions. The clerk clarifies that procurement of all cleaning materials and toilet paper has been through the clerk and that the volumes being consumed are predominantly by the football club. It means that there is a delay in procurement as the clerk works three days a week for 5 hours each day. Often receiving request for items outside of office hours. It was about the use of the clerks time and procurement, as well as the cost to the council in the clerks time better put to more pressing council business. Cllr S Clark asks if this is viewed as proper from an accounting perspective. Cllr L Belgrove agrees. It is agreed to defer this for a decision, until advice has been received from our internal auditor and RFO.

* + 1. **Council to review Standing Orders**. Council to consider the existing Standing Orders and review any amendments. Cllr V Dalzell offers to proof-read and correct typographical errors. Proposed to accept the Standing Orders as existing (once corrected): Cllr L Belgrove, Seconded Cllr G Scott, Carried unanimously.
    2. **PCSO/Police Report**. Cllr L Belgrove delivers PCSO report and expands on the specifics within.
    3. **Clerks Report**. Clerk delivers verbal report of actions undertaken on behalf of council.
    4. **Meeting Ends 21.19hrs**

Prepared by the Clerk/Proper Officer**: *Matt Cooke* *Published:* 29.05.2024**