**ALRESFORD PARISH COUNCIL**

**Parish Council Meeting**

**MINUTES**

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**Minutes of the Parish Council Meeting held on** Wednesday 3rd of July 2024

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

**Cllrs. Present:** Cllr. F. Belgrove (Chairman), Cllr E. Osborne (Vice Chairman), Cllr L Belgrove, Cllr S Clark, Cllr J Claremont-Brown, Cllr. G. Scott, Cllr K Doulai, Cllr C Muller

Also present: The Clerk, County Councillor A Goggin, Members of the public x8

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

**Minutes from the Published Agenda**

**07.24.133 Announcements.** Chairman makes the following announcements.

1: A reminder that there will be no Parish Council Meeting scheduled in August. An extraordinary meeting could be called under S06 of the standing orders if necessary.

2: Picnic in the Park was a major success with over 1500 attendees. He congratulates the Alresford Fete Organising Group committee and its members. Several attendees asked Cllr F Belgrove to pass on thanks to all the councillors for their work on behalf of the community.

3: Formal announcement of the death of Ian Dimmock, former District Councillor, Council Auditor and valued former member of AFOG and various other village groups. His funeral to be held Friday July 19th at 12.30pm at St Andrews Church, Alresford. He extends councils condolences to Ian’s family and friends.

4: Reminder to all councillors that when responding to items all comments should be made through the chairman, that people responding should raise their hands, there is a three-minute limit to responses to all items; and that there should be no campaigning or canvassing ahead of the election on July 4th.

5: On September 11th at 6.30pm there will be a public consultation held in the Village Hall by Essex County Council Highways Officers on the Quiet Lane status for Cockaynes Lane. The presiding officer will be Mr James Drabwell, with County Councillor Alan Goggin and Cllr F Belgrove in attendance.

6: Unfortunately, there has been criminal damage reported on the no overnight camping sign, concrete posts at the War Memorial and wheel marks left on the verge and in the gravel. Council to consider relocating the CCTV from Cockaynes Lane to the Old St Peters Church carpark. He thanks residents for reporting the issue and confirms that a full report was made to the police.

**07.24.134 Apologies for Absence.**

Cllr V Dalzell, Cllr A Wiggins, Cllr R Swash

**07.24.135 Minutes of the last monthly meeting:** To approve the minutes of the meeting of the 5th of June 2024. Cllr L Belgrove asks for the word Agenda to be changed to Minutes. Proposed Cllr E Osborne, Seconded Cllr S Clark, Carried.

**07.24.136 Declarations of Interest.** Councillors present to declare pecuniary and non-pecuniary interest in agenda items. Cllr G Scott declares an interest in item 145.

**07.24.137 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** asks a question about reported burglaries in Wivenhoe and Alresford seemingly every other day. Is the matter being resolved? Is our PCSO involved? Cllr F Belgrove responds that the PCSO has been collecting video footage and obtaining intelligence, and that there are suspects being investigated. He has spoken to the District Commander and a local Inspector, but despite ongoing investigation there are no arrests to report so far. He concludes that the matter is ongoing.

Another member of the public thanks the council for having installed the switch-off engines signs on coach road. Cllr F Belgrove responds that the signs may be temporary as we require more durability, but that they were installed by the village Handyman, Mr. Jason Spurgeon to address the issue.

Cllr L Belgrove welcomes the village’s newest resident baby Ethan Muller to the council meeting and the village.

Cllr F Belgrove closes the public forum.

**07.24.138 It is resolved to suspend standing orders for the vote on co-option.** Council to temporarily suspend standing orders for item 07.24.139 only in order to take a signed paper ballot for the purpose of co-opting candidates to the two vacancies for council.

Proposed Cllr F Belgrove, Seconded Cllr E Osborne, Carried.

* + 1. **Co-option**. Councillors to vote via a signed paper ballot for the co-option of up to

two candidates for the two vacancies on council. The clerk to tally votes cast and announce the result. Co-optees (if in attendance) to sign acceptance of office and join meeting.

Cllr F Belgrove introduces the item and makes a recommendation from the personnel committee to council.

The Ballot is taken. Signed Ballot papers are handed to clerk. The clerk counts the papers. The clerk informs all present that there has been a unanimous election of both candidates by all ballots canvassed.

Resolved by Cllr F Belgrove to invite newly co-opted councillors to join the meeting on signing of acceptance of office (witnessed by the clerk). Seconded Cllr E Osborne, Carried.

Both Councillors sign their acceptance of office forms. and join the meeting

**07.24.140 Finance Matters.** June Finance Report - Council to review and approve.

Cllr F Belgrove introduces the item and asks questions.

Cllr L Belgrove queries item 17, work boots are for Mr. S Davies not Mr. J Spurgeon

Cllr E Osborne queries the Pavilion Bill for Electricity. He asks why the bill is so high? He asks if it can be explained or we can find out why it is so high.

Cllr F Belgrove responds, highlighting the beer coolers which are always on, and the car park charging points which are reimbursed quarterly by Charge My Street. He agrees that this highlights the pressing need to progress the solar panel installation. Cllr F Belgrove agrees we will investigate further, and report back to council in September.

Cllr L Belgrove thanks the contractors for the excellent work on pruning and shaping the Hawthorn trees as you enter the village from the Wivenhoe direction.

Proposed to accept the finance report Cllr L Belgrove, Seconded Cllr G Scott, Carried.

**07.24.141 Planning Matters:**

**i: Application number:** [24/00811/FUL](https://idox.tendringdc.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=SEI8DDQB0KP00)

Mr John Roy – J Roy Properties **Location**: Orchard Business Units, Cockaynes Lane, Alresford, CO7 8BZ

**Proposal** Change of use of land and buildings from B2 (general industrial use) to mixed use as Class E, Class B2 and Class B8 use. (retention of).

Cllr F Belgrove introduces a retrospective change of usage. From B2 to B8 and E, as well as B2. He states the newly listed opening times:

Monday to Friday 07.30-18.30,

Saturday 08:00-13:00

and no use of the site on Sundays and Bank Holidays.

He hands over to the chairman of the planning committee.

Cllr E Osborne clarifies that the application is a regularisation of existing operations. And recommends a neutral response with the principal planning authority to make the decision.

Cllr S Clark states that the business park has been operating outside of its conditions for a number of years, and that with residential complaints there is an arguable loss of amenity to residents. He suggests that the principal planning authority should be enforcing the restrictions placed upon the business park, and should the restrictions be more rigidly adhered to.

Cllr F Belgrove highlights that the listing of operating hours is key to the application and what residents have requested.

Cllr S Clark responds that it is important to enforce the hours of operation and asks if it doesn’t present an opportunity to council to better control the development and its use.

Cllr F Belgrove reminds all councillors that the business park does employ approximately 200 people across the various businesses and that council ought not to risk jobs or employment prospects for the tenants of the business park.

He asks Cllr G Scott to comment as district councillor, who responds to inform all present that concerns have been raised by both district councillors with planning officers and enforcement officers at Tendring District Council, with actions having been taken by TDC to enforce behaviours.

Cllr S Clark also asks about the recent application that came before council, where council were concerned that the development of new business premises would impact nearby residents and their amenity. He suggests council needs to be consistent in its responses to such matters. He suggests that it is quite long hours and Saturday operation. Cllr E Osborne asks what councillor Clark regards as suitable hours of operation adjacent to residential amenity. He suggests 08.30-17:00 hrs Monday to Friday with no weekend work. Cllr F Belgrove suggest that such restrictions would be an objection to the application. Cllr Osborne also highlights that the Ice Cream business will be impacted by restricted hours as proposed by Cllr Clark.

Cllr G Scott also suggests that the company would also be impacted, and that the nature of Ice Cream is seasonal and works late and every day.

Cllr L Belgrove asks if the Parish Council is correct to change planning restrictions? She suggests that the permission for the company to operate there is not the parish Councils responsibility. Cllr L Belgrove suggests that we let Tendring District council manage the enforcement and planning application. Suggests that council informs residents to make their own objections.

Proposed Neutral, Cllr E Osborne, with Parish Council Comments

Seconded Cllr S Clark.

Carried. 1Abstention.
**Action:** Clerk to respond, and upload councillors comments.

**ii: Application number:** [24/00775/FULHH](https://idox.tendringdc.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=SE75B5QB0OT00)

Mr and Mrs R Elmes, **Location**: The Shieling, Colchester Main Road, Alresford, CO7 8DQ

**Proposal** Householder Planning Application - Single storey rear extension with associated alterations.

Cllr L Belgrove: proposes Neutral response.

Seconded Cllr G Scott

Carried unanimously.

**iii: Application number:** [24/00621/FULHH](https://idox.tendringdc.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=SCPC6CQB0RE00)

Matthew Hall **Location**: 16 Ford Lane, Alresford, CO7 8AS

**Proposal:** Householder Planning Application - detached summerhouse (following demolition of existing garage).

Cllr E Osborne introduces. Separate building as summer house at the end of the garden, single storey, 5m wide by 7.1m long with no windows.

Proposed Neutral: Cllr S Clark

Seconded: Cllr E Osborne

Carried.

**07.24.142 Recommendations from the Finance Committee.** Following thefinance committee meeting of June 13th, the committee makes recommendations to council:

i: It is resolved that a direct debit is set up to pay the full Barclaycard balance each month that falls due for the Alresford Parish Council Barclaycard. This is to avoid banking charges when timings of payment run, conflict with the payment schedule and terms of Barclaycard.

Proposed: Cllr F Belgrove.
Seconded: Cllr E Osborne
Carried

ii: It is resolved that Alresford Parish Council opens a third bank account, to further protect public funds under the banking guarantee scheme.

It is resolved to open a Redwood 35-day notice Business Saving Account which offers a 4.1% interest rate.

Cllr F Belgrove introduces item re S106 money being put into this account as interest from S106 money is only used for the S106 purposes.

Cllr C Muller asks who Redwood are and who they are backed by, PRA and the FSCS? She asks if the licence is separate to the FSCS banking groups. Cllr F Belgrove clarifies it is based on the RFO’s recommendation, plus it has the Prudential’s backing.

Cllr G Scott asks about interest on monies from S106. Cllr L Belgrove clarifies. The interest is nothing to do with TDC. She clarifies that the money comes into our account and we generate interest in our bank account once the money is paid to Alresford Parish Council by TDC.

Cllr L Belgrove clarifies that we vote on the resolution, not on the issue raised by Cllr Scott which is not to do with opening a new bank account, but to do with interest accrued by the S106 money whilst held by TDC.

Cllr F Belgrove proposes we open a Redwood 35-day notice Business Account.
Cllr J Claremont Brown seconds.
Carried.
**Action:** RFO to open a Redwood 35-day Business Account.

* + 1. **Staunton Gate Bee Hives.** Council to discuss, consider and decide on whether to

give permission to Taylor Wimpey London to provide Bee Hives and an employed beekeeper (at no cost to council), on soon to be acquired land which will come under Parish Council

Control.

Cllr G Scott asks where the hives will be situated. Cllr L Belgrove also raises concerns over vandalism. Asks for contingency be in place from Taylor Wimpey to mitigate vandalism.

Proposed Cllr C Muller

Seconded Cllr L Belgrove

Carried.

* + 1. **Hedgehog Highway Project**: [Hedgehogs R Us Highway Project - Hedgehogs R Us](https://emea01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fhedgehogsrus.co.uk%2Fhedgehog-highway-project&data=05%7C02%7C%7C0e5d7592256349283f3208dc8bd139fd%7C84df9e7fe9f640afb435aaaaaaaaaaaa%7C1%7C0%7C638538977942419896%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C0%7C%7C%7C&sdata=W82Qpt1gSPPlN2Pd8DvhGoTqHPYMazLT1HRZWwjWaQg%3D&reserved=0)

Council to discuss and consider involvement in the initiative adopted by more than 260 parish and town councils, to deliver and promote hedgehog highways for this threatened and declining species, which helps to promote good garden health and biodiversity. Cost of 50 hedgehog fencing gateways is £150 or £3 per unit. Councillors to decide on joining the scheme and approving the cost.

Cllr E Osborne states it is an excellent idea.

Cllr L Belgrove asks whether council has an issue funding this, from a non-registered charity.

Cllr F Belgrove says we are purchasing an item as a commodity for use in the village.

Proposed we spend £150 on 50 Gateways (25 pairs to allow access and egress for each garden). Residents can purchase them from council. Cllr C Muller mentions that Brightlingsea have a well-supported hedgehog group. Cllr L Belgrove suggests that it is a good idea and helps educates parents through the children at the school.

Proposed Cllr L Belgrove

Seconded Cllr C Muller

Carried

* + 1. **District Councillor’s report (Written Report)** and 5 min verbal report. Cllr G Scott delivers the report. He mentions complaints on Staunton Gate and effective remedy by Taylor Wimpey. Missing signs and residents asking for bollards around the play area as delivery drivers are using the pavement around the play area. Complaints on parking in Station Road.
		2. **Essex County Councillor Report (Written Report)** and 5 min verbal report. Cllr A Goggin introduces what he has done for Alresford in the last month and sends greetings from Thorrington. Reports on Wivenhoe Quarry. B1027 Speed changes, affecting Alresford and a possible permanent change of speed limit to 50mph outside the Wyvernwood entrance.
		3. **Sewer installation-Public Toilet Block:** Council to discuss costs and consider next

steps.

Cllr F Belgrove introduces item. Initial quote of £16,000 to connect sewerage.

It is proposed that due to the high quoted cost from the outside contractor (£16,000) to connect to the sewer and install the complete length of pipe, council only approve that the final connection to the sewerage network is carried out by the quoting contractor and use another contractor (possibly our own) for the rest of the works. Agreed by all present. No vote taken. **Action:** Clerk to liaise with contractors to find alternative costs and return to council with new prices.

* + 1. **Council to discuss and approve** the council response to the windfarm and pylon consultation. Need to respond by 26th July. Suggestion that the item sent for approval and submitted. Agreed by Cllrs. Cllr S Clark agrees to edit it and submit. Clerk to forward to all councillors**. Action:** Clerk to forward to councillors, and then upload response to the consultation.
		2. **Lufkins Farm,** On-site Processing, consultant report. Council to discuss and provide

feedback to consultant. Cllr F Belgrove introduces, and Cllr J Claremont-Brown also adds that there is no clarity on what the future of the Alresford plant would be. Not fully decommissioned, but “Mothballed”. Asks what Bretts intentions are and what assurances we can obtain. We can include the request for more information on CDP at Alresford, and what Mothballed means?

Response to be formulated and fed back to consultant in August.

* + 1. **History Notice Boards:** Update, and funding from Community Reach. Councillors to discuss.

Cllr E Osborne asks for the design to be submitted and then the money will be released. Submit the application for the boards. Cllr A Goggin suggests the scheme is put together and applied for.

**Action:** Clerk to liaise and send scheme by email to Cllr A Goggin as chair of Community Reach to obtain the funds.

* + 1. **PCSO/Police Report**. Cllr L Belgrove introduces.
		2. **Clerks Report**. The Clerk delivers his report.
		3. **Meeting Ends** 21:07 hrs.

Prepared by the Clerk/Proper Officer**: *Matt Cooke* *Published:* 26.06.2024**