

Tendring Parish Council

Minutes of the meeting of Tendring Parish Council held on Monday 24th June 2024 at 7:30pm at the Tendring Village Hall

Present: Cllrs Appleby, Cauvain, Conner, Cronin, Rippon.
Chairman: Cllr Jill Brattan
Clerk to the Council: Mrs Marie Snell.
Members of the public: 0

Minutes

6.24.01 Welcome and apologies for absence

Apologies received from Cllr Harris.
Cllr Guglielmi was absent.

6.24.02 Declaration of Members interests

None

6.24.03 To approve the minutes of the last meeting

RESOLVED: that the minutes of the Parish Council meeting held on 30th May2024 (previously circulated) be approved by the committee and signed by the Chairman as a true record.

6.24.04 Neighbourhood Watch Scheme

Guest Speaker: Dave Sexton

The meeting was informed that the guest speaker was unable to attend for the second time and therefore this agenda item will be deferred until another meeting.

6.24.05 Public Open Forum (Maximum 15 minutes)

None

6.24.06 Action points from last meeting

	Ongoing	
1	Cllr Brattan	Maintenance of bicycle triangle <ul style="list-style-type: none">- This has been already trimmed by a resident and, Essex Highways attended the area the following day and made good of the area. An already sourced volunteer will be maintaining this moving forward.
2	Cllr Appleby	Goose Green Works <ul style="list-style-type: none">- Combination Locks – This has been actioned and combination locks are now on the gate for the area. The local school are in receipt of the code and the effectiveness of this will be monitored.- Maintenance Programme – A further survey was carried out and replacement items purchased (with spares) which also the same that are used in local areas. There were some issues regarding the nest swing as the previous shackles were welded together, this is going to be rectified to make good of the shackles. Sovereign have attended

		<p>the site to quote for a new nest swing and proposing all wood equipment. The requirement to comply with Health and Safety Regulations is paramount and there are some further reports to consider. Concerns were raised over ongoing mowing of the area, the wooden equipment being damaged by the grass maintenance of the area. Cllr Appleby raised a consideration to carry out monthly visual inspections and every 6months use contracted inspections, with a checklist as to what is viewed and what is carried out workwise. Suggestion of a notice to be on the back of the noticeboard for users to raise any issues regarding the play area, to contain parish clerk via email or council phone number (when purchased). Litter is an ongoing problem, and discussions had regarding the frequency of bin collections. Cllr Brattan suggested voluntary, periodic litter picks, and a schedule of such to be initiated.</p> <ul style="list-style-type: none"> - Clerk to contact CGM regarding grass cutting schedule, enquire when it is next due to be cut and ask to be mindful of the play equipment around the area when cutting. - Quotations and update regarding inspections at next meeting.
3	Cllr Brattan	<p>Essex Village of the Year</p> <ul style="list-style-type: none"> - This has now been submitted.

6.24.07 District Councillor Report
None

6.24.08 Finance

The payments for June were read to the meeting and members **RESOLVED** to approve payments in accordance with the Budget and statements.

Payments for June 2024

Payable to:	Amount/£	Reference
Cllr Brattan expenses	30.98	Combination lock purchase – Goose Green
Cllr Brattan expenses	25.00	Scarecrow Map Printing
Playquip	234.00	Inspection invoice - 9228
Unity Bank	10.68	Bank charges
Ann Wood	125.00	Internal Audit invoice 2023-2024
Cllr Appleby expenses	121.62	Fenland Leisure reimbursement
HMRC	111.20	P30 Employer's Pay slip - June
Clerk Salary – Marie Snell	479.28	June payroll– Includes Work from Home expenses
Clerk Expenses – Marie Snell	18.00	Council Printing Costs DBS certificate

6.24.09 Council noted previously authorised payments and direct debits

Payable to :	Agreed (minute ref) :	Paid on	Amount/£
Three		17/06/2024	10.03

Grahame Walkingshaw (Locum Clerk)	5.30.11	03/06/2024	607.20
Karen Mackintosh (previous clerk)	5.30.11	03/06/2024	52.15
Silverton	5.30.11 (£213.60 was approved but this price was subject to change)	03/06/2024	141.60
Tendring Village Hall	5.30.11	03/06/2024	18.00
Cllr Peter Harris (Scarecrow Event prize money)		03/06/2024	10.00
Clear Insurance	5.30.11	03/06/2024	653.07

6.24.10 Internal Audit Report

The council received the year end internal audit report of 2023-2024 and the clerk advised the council on relevant actions following this audit which included making the website more accessible, arranging for a more effective budgeting and a transparent local government.

6.24.11 Annual Governance and Accountability Return (AGAR) 2023-2024 – Annual Governance Statement

Members **RESOLVED**: To approve the Annual Governance Statement at Section 1 of the AGAR for 2023/24.

6.24.12 Annual Governance and Accountability Return (AGAR) 2023-2024 – Accounting Statements

RESOLVED: To approve the accounts for year ending March 2024 and to approve the Accounting Statements in Section 2 of the AGAR.

6.24.13 Social Media Policy

Members considered the adoption of a social media policy in accordance with the guidelines set by Tendring District Council and Members' Code of Conduct.

RESOLVED to adopt this policy as a Parish Council.

6.24.14 Payroll Services

Members considered quotation from DM Payroll Services at the cost of £135 per year plus an initial fee of £30 for setting up costs and **RESOLVED** to contract this service for one employee of the council.

6.24.15 Council Phone

Members considered the purchase of a new council phone to be held by the parish clerk and **RESOLVED** the expenditure of the purchase of £17.99 per month phone and contract with Tesco Mobile.

6.24.16 Memorial Garden Maintenance Programme

Members received update from Cllr Cauvain, there is much pruning to be carried out in the autumn which needs multiple workers. Some shrubs are quite hard to access, and the appropriate tools are necessary. **RESOLVED** for Cllrs Cauvain and Conner to obtain quotation for works.

6.24.17

Defibrillator

Members received update from Cllr Rippon regarding the Defibrillator now being registered as 'on the grid'. Since being used recently, it has been registered as offline, pending a check that it is safe and ready to use. The equipment is run by a 4-year life battery, and it was agreed this needs checking every month. Cllr Appleby advised an idea to check the workings at every parish council meeting. Cllr Rippon has asked the hospital if they will have a defibrillator which they are considering. Cllr Conner to source potential for grants to have another defibrillator in additional areas within the village.

6.24.18

Planning (since last full Council Meeting)

24/00644/FULHH – Brambles, The Street, Tendring - Rear extension, front porch and increase in roof height to provide accommodation at first floor level, including the provision of roof lights and a rear facing dormer.- Concerns from JB regarding balcony and privacy issues and members discussed this. **RESOLVED No Objections**

24/00632/FULHH – Fairview, Glebe Place – Single story side extension. VC only concern is so many houses in the area are extending and making larger. **RESOLVED No objections**

24/00145/FUL – Spring Bank Care Home Heath Road Tendring - Conversion of a former residential care home into three dwellings. **Discussed at last meeting.**

24/00906/WTPO - Rowan Lodge 35 Pilcox Hall Lane Tendring - Works related to Tree Preservation Order (93/00017/TPO) - T4, Oak - Remove three lower branches and reduce some by 30%. **RESOLVED No objections**

Members noted **TENOP/5138/24** – *For information only* – **Hawk Farm** - Sale of alcohol and provision of regulated entertainment

Members noted **TENOP/5158/24** – *For information only* – **Coles Farm** - Sale of alcohol and provision of regulated entertainment

Applications Determined

Members noted **Approval - 24/0046/LBC – Church Cottage, The Street, Tendring** – Proposal to replace the large shop window and lime render the front of the property. *For information only*

Members noted **Approval – 24/00145/FUL – Spring Bank Care Home, Heath Road, Tendring** - Conversion of a former residential care home into three dwellings. *For information only*

Members noted **Approval – 24/00662/WTPO – Oaktree Manor, Heath Road, Tendring** - Works related to Tree Preservation Order (10/00040/TPO). *For information only*

Appeals **None**

6.24.19

Parish Councillor reports

Cllr Cauvain reported suspected stolen vehicles seized by the police down Crown Lane. Gave update regarding closure of Crown Lane, unsure as to reason why but

hopes to be following report of broken drain, which has been known to cause flooding.

Cllr Rippon updated members reference Dunnock View, tree preservation works to take place in July, order has been placed for bus shelter and they are having a first of two open events for the public to attend on Wednesday 26th June and Tuesday 2nd July from 12.00-4.00pm.

Cllr Brattan informed members that Little Bently have asked to erect a banner on Goose Green for their village fete. Reports of Manor Field still being used for high performance cars and an update from North Shores petition to sign and date should people wish to do so.

Cllr Cronin updated members regarding bus signs in the village. The Green has busy bus movement in the area and concerns were raised regarding this area of bus route. Following a site visit from the Bus Advisory Service, narrow path causing pedestrian concerns and a view of the area, hopes of another bus stop to be placed in the area in a safer place. The expectation is that BGG have planning permission and will pay for new bus stops in that area. This to be further discussed at the next meeting. Public Footpath concerns regarding diversion of footpath 8, and concerns of a bridge being down, clerk to contact James Fairley, Wolves Hall Farm to identify the circumstances of area. Concerns raised by Cllr Brattan regarding many overgrown footpaths in the area.

6.24.20 Information Exchange and items for the next agenda

Cllr Brattan – Christmas Tree for 2024

Cllr Cauvain – Winter event 2024

6.24.21 To confirm date and time of next meeting

Date of next meeting: Monday 22nd July 2024 at 7.30 pm.

The meeting ended at 9.07pm

CHAIRMAN:

DATE: