

# *Little Oakley Parish Council*

Clerk: Vikki Howard 3, Rectory Road, Little Oakley, Harwich, Essex. CO12 5JX

## **Minutes of the meeting held on 3<sup>rd</sup> February 2016**

**Present:** Cllr Howard (Chairman and District Councillor), Cllr Cullen (Vice Chair), Cllr Steer, Cllr Griffiths, Cllr Churchwood, Cllr Griggs and Cllr Hunnaball.

**Also present:** County Councillor Erskine and 1 member of the public

**16/001 Apologies of Absence**

There were apologies from Cllr Attrill and Cllr Jackson

**16/002 Declaration of Pecuniary and Non Pecuniary Interests**

Cllr Howard declared his pecuniary interest in item 16/013 - Finance

**16/003 Signing of the minutes from 16<sup>th</sup> December 2015**

It was Resolved to accept the minutes from the 16<sup>th</sup> December 2015 as a true and accurate record.

**Proposed:** Cllr Griffiths

**Seconded:** Cllr Steer

**All those present at the December meeting agreed**

**16/004 Correspondence and Updates**

**Email of introduction from Terry Jewell**

The clerk was asked to contact Mr Jewell and ask him if he would like to assist with the emergency plan.

**Play Ground bin key**

Cllr Griffiths said he has made a key for the playground bin. The clerk is to pass the key onto James Martin.

**Recycling bins**

There had been some complaints about the metal recycling bins not being emptied since December. The clerk had rung April Dale at TDC to find out why. The clerk reported that she had been told that TDC were having trouble with the contractors and were currently looking for a new contractor and that the bins would be emptied as soon as a new contractor had been found.

**Bus shelter opposite Seaview**

Cllr Jackson (Transport Officer) and the clerk had both received an email from Adrian Summons from ECC regarding the replacement of the bus shelter opposite Seaview. The clerk had been asked if the Parish Council would like to be gifted the new bus shelter once it had been installed. The clerk said that she would ask the councillors at the meeting. It was **Resolved** that the Parish Council would accept the bus shelter as a gift as long as the Parish Council have got written proof that the land the bus shelter is on belongs to Essex County Council.

**Proposed:** Cllr Cullen

**Seconded:** Cllr Griffiths

**All agreed**

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## **Bus Shelter Roof Opposite Old Post Office**

The clerk reported that the bus shelter roof opposite the old post office had now been repaired by Mark Tye at a cost of £80.

## **E-petition for Parish Councils to have the right to appeal planning decisions**

The clerk said that she had forwarded an E-petition to the councillors regarding giving Parish Councils the right to appeal planning decisions.

## **Buckthorn for Brimstone Campaign**

The clerk had forwarded by email the letter/leaflet she had received regarding the Buckthorn for Brimstone Campaign.

## **Emergency Planning meeting**

Cllr Hunnaball and Cllr Cullen said they will both be attending this meeting.

**16/005**

## **Playground bench quote**

The clerk had received a quote to repair the playground bench from Mark Tye for £55. The clerk was asked to check it was hardwood.

It was **Resolved** that if the wood was hardwood to go ahead with the repairs.

It was further **Resolved** that if the wood was not hardwood then the clerk was to get another quote and as long as the new quote was below £100 then the clerk had delegated rights to authorise the go ahead of the repairs.

**Proposed:** Cllr Cullen

**Seconded:** Cllr Griggs

**All agreed**

**16/006**

## **Local Highways Panel bus shelters**

It was discussed and **Resolved** not to approach the Local Highways panel at this time regarding new bus shelters.

It was further **Resolved** to put this item on a future agenda once the Essex County Council new bus shelter had been installed.

**Proposed:** Cllr Cullen

**Seconded:** Cllr Griffiths

**All agreed**

**16/007**

## **LED replacements**

The clerk had handed out a list of Parish Owned lights which had been prioritised by A & J Lighting.

It was **Resolved** that the next two lights to be replaced would be light number 9027 – Outside the Cherry Tree Public House Car Park and light number 9029 – Outside Debonair, Mayes Lane. The clerk would contact A & J Lighting to do the work.

**Proposed:** Cllr Steer

**Seconded:** Cllr Hunnaball

**All agreed**

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## **16/008 Hamford Water Consultation**

It was **Resolved** to bring this consultation back to the next meeting.

**Proposed:** Cllr Howard  
**Seconded:** Cllr Griffiths  
**All agreed**

## **16/009 Lower Thames Crossing Route Consultation**

A brief discussion took place and it was **Resolved** not to respond to this consultation.

**Proposed:** Cllr Hunnaball  
**Seconded:** Cllr Griffiths  
**All agreed**

## **16/010 TDC Corporate Plan Consultation**

It was **Resolved** to email TDC back and say that the Parish Council would like to contribute to the consultation but there is little substance to comment on. The Parish Council do not consider this a plan and would like to see a comprehensive plan that the Parish Council can actually comment on and feed into.

**Proposed:** Cllr Griggs  
**Seconded:** Cllr Steer  
**All agreed**

## **16/011 Urgent Matters**

### **Fire Service Volunteer Scheme**

At the last meeting it had been resolved that the Fire Service Volunteer information would be put into the notice boards and up on the website along with a statement saying that the Parish Council did not endorse this scheme, but would advertise it on behalf of the Fire Service. However, when the clerk printed of the poster for the scheme it had become apparent that the poster could be seen as being promoted by the Parish Council.

It was therefore **Resolved** that the Parish Council would not advertise the scheme for the reasons given at the last meeting.

**Proposed:** Cllr Cullen  
**Seconded:** Cllr Griffiths  
**All agreed**

### **Foulton Hall Corner**

There had been another accident at Foulton Hall Corner where a car had gone off the road and ended up in the garden of Foulton Hall. There were 5 cars written off last year due to accidents at this corner and Cllr Cullen said that something needs to be done.

Cllr Howard said that he had had one thought regarding a possible solution and that was to have a VAS sign installed warning of a sharp/dangerous bend.

It was **Resolved** to write to County Councillor Eddie Johnson with photos to request a VAZ sign a copy of which will be sent to County Councillor Erskine.

**Proposed:** Cllr Cullen  
**Seconded:** Cllr Griffiths  
**All agreed**

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## Break-ins

It was brought to the Parish **Councillors** attention that there had been a sudden increase in break – ins recently.

## 16/012 Planning Applications

16/00009/FUL  
Mr & Mrs Lindsey

Proposed two storey rear extension to provide family room with bedroom over and external cladding to building.

87 Rectory Road Little Oakley Harwich

A member of the public was invited by the chairman to speak on this application. The councillors listened to the objections and thanked the member of the public for attending the meeting and giving his opinion.

A discussion followed and it was **Resolved** that an objection would be sent to TDC and that Cllr Griffiths would look at this planning application a bit more and liaise with the chairman. Then a report would be written for the clerk to send to TDC planning Department.

**Proposed:** Cllr Howard

**Seconded:** Cllr Steer

**All agreed**

## Determinations – information only

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15/01816/FUL Approval - Full 19.01.2016	Mr K Panrucker	Two storey side extension. (Alterations to planning approval 15/01246/FUL)	112 Rectory Road Little Oakley
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*Delegated  
Decision*

## 16/013 Finance

It was **Resolved** to accept the Finance Report and approve all payments due.  
See appendix 1

**Proposed:** Cllr Steer

**Seconded:** Cllr Cullen

**All agreed** (except Cllr Howard who had declared a pecuniary interest in this item)

The clerk requested that she be allowed to purchase a new mouse, Microsoft office and a laptop bag.

It was **Resolved** to allow the clerk to purchase the items.

**Proposed:** Cllr Griffiths

**Seconded:** Cllr Hunnaball

**All agreed** (except Cllr Howard who had declared a pecuniary interest in this item)

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## **16/014 Report by District Councillor Tom Howard**

Cllr Howard reported the following:

- Black bags – these have now ceased
- Food Caddies – These will be free this year, but are **NOT** funded by TDC
- TDC Precept - It is being proposed that the TDC precept will raise by 1.99%. This has yet to be agreed by full council.
- Free Parking -This will be continuing and modified
- Local Plan -The housing supply has been reduced f to 550 per year for 17 years.
- Part night Street Lighting – It will be recommended to full council not to pay for street lighting as ECC would want payment for a minimum term of 4 years. Also it is an ECC responsibility as they are the lighting authority.

## **16/015 Report by County Councillor Erskine**

Cllr Erskine mentioned the Fire Service Consultation that he noted was going to be on the next agenda.

## **16/016 Public Speaking – there are 15 minutes for public speaking.**

There was no public speaking.

## **16/017 Items for next agenda and Updates/Correspondence/information only NB. No decisions can be made under this agenda item**

**Meeting closed 21:35**

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## Appendix 1 Finance Report February 2016

### Summary

<b>TSB</b>		
<b>Cheque Account Balance from 1st February 2016</b>		<b>£1259.66</b>
<b>Plus Income to TSB cheque account (transfer)</b>		<b>£1000.00</b>
<b>Less cashed cheques:</b>		
Unity Trust Bank		£2000.00
	<b>Total</b>	<b>£2000.00</b>
<b>Less Direct Debits:</b>		£0.00
	<b>Total</b>	<b>£0.00</b>
<b>Balance in TSB cheque account as of 30<sup>th</sup> September 2015</b>		<b>£259.66</b>
<b>Income to TSB Savings Account</b>		<b>£0.00</b>
<b>Balance in TSB Savings Account as of 1<sup>st</sup> February 2016</b>		<b>£857.98</b>
<b>Less Uncashed Cheques Listed Below</b>		<b>0.00</b>
<b>TSB Overall Balance as of 1<sup>st</sup> February 2016</b>		<b>£1117.64</b>

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<b>Unity Trust</b>		
<b>Cheque Account balance - 3rd December 2015</b>		<b>£1741.93</b>
<b>Less Payments:</b>		
Hire of Hall x 2		£44.00
SLCC		£77.00
EALC (Transparency Course)		£15.00
Clerks expenses (Christmas box)		£75.00
Essex Pension Fund (Dec)		£47.58
Essex Pension Fund (Jan)		£47.58
Clerks Wages (Dec)		£210.07
Clerks Wages (Jan)		£210.07
Web Maintenance x 2		£66.00
A & J Lighting (D/D) - Dec		£41.26
SSE (D/D) – Dec		£53.61
A & J Lighting (D/D) – Jan		£41.26
SSE (D/D) - Jan		£61.78
	<b>Total</b>	<b>£990.21</b>

<b>Income to Unity Cheque Account</b>		
Interest		£0.50
Transfer from savings		£2000.00
	<b>Total</b>	<b>£2000.50</b>
<b>Balance in Unity Cheque Account - 31<sup>st</sup> January 2016</b>		<b>£2752.22</b>
<b>Income to Unity Savings Account</b>		<b>£1.89</b>
<b>Money out of Savings account (transfer)</b>		£2000.00
<b>Total in Unity Savings Account</b>		<b>£6002.26</b>
<b>Unity Overall balance</b>		<b>£8754.48</b>

## Payments for approval this month

Hire of Hall	£16.00
Clerks Expenses BT	£85.97
Clerks Expenses Laptop	£329.95
Mark Tye – Bus Shelter Roof	£80.00
Accent	£41.04
A & J Lighting	£41.26
SSE	£51.89
<b>Outgoing Total</b>	<b>£646.11</b>