

Little Oakley Parish Council

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Minutes of the Parish Meeting held on Wednesday 18th July 2018 In the Millennium Room, St Michaels Church, Ramsey Meeting Start Time 19.00

Present: Cllr Griffiths (Chairman), Cllr Cullen (Vice Chairman), Cllr Attrill, District Cllr Bush
Cllr Griggs

Also Present: County Cllr Erskine, Jeanette Sands (Clerk/RFO) and one member of the public.

18/036

Apologies

Apologies were received from Cllr Hunnaball

18/037

Declaration of Pecuniary and Non Pecuniary Interest

Cllr Cullen declared an interest in one of the items under Section 7 of the Agenda – Planning

18/038

Signing of the Minutes

It was **Resolved** to accept the Minutes of the previous meeting. These were then signed.

Proposed: Cllr Bush

Seconded: Cllr Attrill

18/039

Urgent Matters

The Chairman had no urgent matters to discuss

18/040

Clerks Report

Oakridge Footpath – It was Resolved that the Clerk will write to Mr Roger Pile to thank him for his help in restoring the footpaths damaged by farm machinery.

War Memorial – The Clerk advised that the cleaning of the War Memorial is booked to take place in October with the date to be advised.

Bus Shelter Replacement – Mayes Lane/Harwich Road - This is to be replaced within the next 8 to 10 weeks weather permitting.

Overgrown Hedgerows – The Clerk has received emails concerning the overgrown hedgerows on The Maltings/Rectory Lane and the hedge opposite the Cherrytree pub. A reply has been send advising that The Maltings has now been trimmed back.

It was **Resolved** that the Clerk will contact Mr Roger Pile and ask for his help with cutting back the hedge opposite the Cherrytree as this is now blocking the view of traffic turning into Rectory Road.

Polling and Polling Place Review – TDC have emailed requesting comments and or problems Parish Councils have with their polling stations. The Memorial Club was discussed and it was agreed this was suitable as a polling station. It was **Resolved** the Clerk would let TDC know this.

A120/A12 – An email has been received from Phillipa Saunders advising of diversions through villages occurring whilst roadworks are taking place on the A120 and A12. A meeting discussing this is being held but as it is the same night as the Parish Council meeting the Clerk has contacted Phillipa to ask for more details. The details received where that, at present, the work is going to take place over summer and autumn overnight between 9.30pm and 5.30am. Little Oakley is situated on the diversion route for two of the schemes and may therefore experience an increase in traffic during these times. Cllr Bush mentioned that this may in turn lead to more damage to the roads through the villages. However at present the details have yet to be finalised. It was **Resolved** the Clerk would keep in contact with Phillipa Saunders and would also mention that The Maltings as part of a diversion route would not be suitable (it is not know at this point if this road would form part of the diversion). It would also be mentioned that it would not be suitable to have traffic diverted through the village on a long term basis.

18/041

Finance

The Clerk reported that there is a total of £12984.45 over both the current and savings accounts. This figure does not include the Reserves of £7382.00. Expenditure for July is £599.23 which includes the annual payment for Data Protection to ICO, this year with discount for paying by Direct Debit the total is £35. At present expenditure for August is £331.12.

The Clerk requested a transfer of £500 from the Savings account to the Current account in order to protect the reserve held in that account.

Microsoft – this is still ongoing with problems trying to actually contact someone regarding the account. Currys/PC World have been contacted and the cost for Microsoft Office Home and Business Lifesave (a one off purchase with no annual fees) is around £229.99. They can install this but charges for this start at £30. It was decided that if we were to buy a one off package we would use our local contact for installation. It was Resolved that the Clerk will continue to look into this and obtain several other costings.

The Grass Cutting and Maintenance Contracts have been returned to the Clerk and were duly signed by the Chairman. Bank details for payments have been posted and await authorisation. The Clerk advised the contact used was a copy of the one used previously and that she had also received a copy of the insurance certificate for the files.

Budget – Copies of the budget to date where distributed, the Clerk advised that out of a budget of £15702.00 there had been a spend of £3615.32 leaving an available spend of £12086.35. There are three areas showing an overspend at the moment, these are Training, Insurance and Internal Audit.

Training – The Clerk is to undertake training for the CILCA clerks qualification starting in October of this year. The bursary forms for this and an Elections course were signed by the Chairman.

It was **Resolved** to accept the Finance Report, Budget and Expenses.

Proposed: Cllr Attrill

Seconded: Cllr Griggs

18/042

Planning

18/00738 – building regulations have been confirmed. This is the loft conversion.

18/00773 – permission has been granted dated 12th July, work must begin within 3 years.

18/00881 – Little Oakley Memorial Club, change of day for floodlight usage. Permission has been granted dated 17th July.

Rectory Road – Cllr Bush has been in contact with TDC, advised looking to start work on new residence in the autumn. The residents are on holiday at the moment and will update once back.

APP/P1560/W/18/3193286 – Land south of 76 and 78 Harwich Road. Decision the appeal is dismissed. As no discussion was required for this item it was just to clarify that the appeal had been dismissed it was felt there was no need for Cllr Cullen to leave the room (see Minute number 18/037)

18/043

Footpaths

The Parish Council discussed whether it would be viable to take over the cutting back of footpaths. Cllr Cullen advised that any footpaths across farmers/landowners fields are kept cut by the owners whereas headland footpaths are cut annually by TDC. County Cllr Erskine advised that it would be best to contact the Public Rights of Way Officer at Essex Highways to find out what the procedure would be. As more details are required Councillors requested this item is put on the next agenda plus the agenda for the Finance Committee meeting. It was **Resolved** the Clerk would email County Cllr Erskine for contact details, make enquiries and report back at the next meeting.

18/044

Flooding in Rectory Road

At present the water level is very low due to the recent dry spell of weather. Originally Highways cleared the flood but at that time were unable to find out the cause due to the very wet weather. It is still not known whether the flood was due to a damaged or blocked drain. It was **Resolved** to keep this item on the agenda as it is still ongoing.

18/045

GDPR

The remaining consent forms and Declaration of Interest forms were filled out by Cllr Griffiths and Cllr Cullen. All updated Declaration of Interest forms will be placed on the Website when they are ready.

Privacy policies were discussed and it was agreed to keep to the one printed in the GDPR toolkit. It was **Resolved** that the Clerk would email copies of these to Councillors.

The next item concerns a Personnel query and is confidential so the details are not given in these Minutes but will be placed on a confidential sheet for Councillors only.

18/046

Playing Field

Cllr Bush advised that this is still ongoing with two different departments involved. There has been a small area mowed which County Cllr Erskine advised would have been done by the Rangers. TDC are keen to use the area as it is close to the school and it is thought that

funding from various organisations would be available. At present Cllr Bush is waiting for replies from ECC.

18/047

Operation London Bridge

Parish Councils have been asked by TDC if they are to have an area for floral tributes to be left following the passing away of the Queen and whether or not they would have a book of condolences. Plans are being made at the moment as clearing of floral tributes would need to be co-ordinated therefore TDC would need to know where these are to be found. After a discussion it was felt that it would be best to consult with Harwich Town Council as to what they are doing as the Parish Council does not have a suitable venue for a book of condolences or an area for floral tributes to be left. It was **Resolved** that the Clerk would contact Harwich Town Council.

18/048

Essex Association of Local Councils AGM

This is to be held in Great Dunmow in September. Councillors were advised that the Clerk has booking forms should they wish to attend. The Parish Council has no motions to be forwarded to EALC prior to the AGM

18/049

Speeding Traffic

There is a problem with speeding traffic through the village on Sunday mornings, motorbikes especially are speeding along Harwich Road and it felt that this could cause accidents especially on the corner with Foulton Hall. The Clerk has contacted Harwich Community Speedwatch and they have advised they have booked a date to look at the problem and will advise afterwards.

18/050

Little Oakley Memorial Club

The Parish Council has had several email regarding access to the playing field at Little Oakley Memorial Club and various planning queries. The Clerk has advised via email that planning permission is given by TDC and not the Parish Council. As this is also a private club and not a village hall/field enquiries were made by the Clerk so that future queries could be given the correct contact details. The Clerk has found that the public have access as there is a section of the field which is not totally fenced off. This is on the left hand side near the childrens play area. Access during the football season can also be found either side of the goal posts at the far end of the pitch (not the ones near the stand). Out of season and prior to any pre-season games the goal posts at the far end of the pitch are removed leaving a large open space for access. The Clerk was also advised that should anyone have any queries relating to the Memorial Club they should contact Little Oakley Memorial Club Trustees. A discussion about ownership of the land followed and it was **Resolved** that the Clerk contact Harwich Town Council to find the times the archivist is available to look through old papers.

18/051

Report by District Councillor Bush

District Councillor Bush reported that he is still receiving complaints from drivers regarding the overgrown hedges on Rectory Road. At present he is waiting for more details from ECC as to what can be done.

Potholes are still a concern and the ones on Lodge Road are still not seen as a high category even though they have been there for 15 months.

District Councillor Bush also reported that the bus service from Harwich to Clacton is going to be taken over by Hedingham Buses, other details are not available at present.

18/052

Report by County Councillor Erskine

County Councillor Erskines reports regarding hedgerow cutting, flooding and footpaths have already been discussed earlier in the meeting.

18/053

Public Speaking

The member of the public had left the meeting prior to this item

18/054

Items for the next Agenda

Footpaths

Flooding on Rectory Road

GDPR

Playing Field

Standing Orders

The Chairman declared the meeting closed at 21.00 hrs