

# Wrabness Parish Council

**Minutes of the meeting held on Wednesday 13<sup>th</sup> July 2016 in Wrabness Village Hall at 7.30 pm**

**Present:** H Jones (Chairman), Mr R Colley (Vice Chairman), Mr T Harvey, Mr M Cole, and Ms D Barry

**In attendance:** Mrs C Greenwood (Parish Clerk) and 3 members of public.

**2331: Apologies for absence:** Ms R Thornton, Councillor Zoe Fairley.

**2332: Declarations of interest: - ITEM 2347:** - Community Shop Grant request - Mr H Jones & Mr T Harvey.

**ITEM: 2338** - Playing Field Association - Mr T Harvey.

**2333: Public Forum:** The meeting was opened and Mr H. Jones invited comments from those present.

**The public forum was closed and the meeting opened.**

**2334: Minutes of the meeting and AGM held on 25<sup>th</sup> May 2016:** The minutes were agreed as a true record and signed.

**2335: Matters arising and actions:**

- 1. Playing Field – 2325: Shed replacement:** Noted at the previous meeting, 25th May, it was decided to order a new shipping container to replace the playing field shed. Before an order is placed 3 items would need to be addressed:
  - (i) Check if Planning permission is required- Mr R Colley checked with Tendring District Council and can confirm no planning permission is required as long as the Parish Council carries out the development as the Parish Council has Permitted Development Rights as a local authority.
  - (ii) Inform Mrs Woollard - the freeholder of the land – A letter will be sent on the 14<sup>th</sup> July 2016.
  - (iii) Clarify funding – The Planning Field Association have offered to fund the cost of the container and delivery excluding the VAT, £1300.00.

The haulage company have inspected the site and are happy with the access, but have advised they will need a two-week window without rain.
  
- 2. Highways – 2316:** Mr M Cole gave an update - A Highways report, including photos of road defects was submitted in April and updated in May to Essex Highways. Listed below are some of the items that have been submitted to Highways with a response that was received on the 3<sup>rd</sup> June.
  - i. **Pavement uplift and access point, Rectory Road:** Highways are aware of the issue but currently no works planned at this location to the footway or improve the access point. Rectory Road is inspected on a quarterly basis and any issues identified by highway Inspectors, which meet the criteria for repair, will be noted at this time.
  - ii. **Missing Give Way sign, Rectory Road:** Highways has no record of a Give Way sign ever being erected at this location
  - iii. **Unsecure signpost, Primrose Lane:** This sign was tended to in February 2015. As the sign remains problematic, this has been allocated for further inspection under reference number 2466550.

- iv. **Road edge, Primrose Hill/Rectory Road:** Both Primrose Hill and Rectory Road are inspected on a quarterly basis with the most recent inspection-taking place on 5 May 2016. These issues do not meet the criteria for immediate repair. The road edge will continue to be monitored during future routine inspections.
- v. **Sunken drain, Rectory Road:** Highways is aware of a sunken drain cover outside a property named Sycklemore on Rectory Road. This issue has been risk assessed by highway inspectors and does not warrant immediate repair.
- vi. **Carriageway edge and condition, Church Road, in front of Wrabness Hall:** This was risk assessed and at present does not meet the criteria for immediate repair. Church Road is inspected on a quarterly basis.
- vii. **Road signs, Harwich Road:** The road sign by the junction with Butlers Lane has been allocated for inspection under reference number 2465681. The road sign by the junction with Wheatsheaf Lane does not meet criteria for urgent works and as such, no repair works are planned at this site in the foreseeable future.
- viii. **Black Boy Lane:** Essex County Council's Asset Management Team is responsible for determining which roads in the county are best placed to receive maintenance in the coming years. The amount of work that can be undertaken each year under the Capital Programme is largely dependent on budget. Information is collected each summer using a machine-based survey that measures certain characteristics of the road surface to provide a reaction of the overall condition. Black Boy Lane has not been identified as a site which requires capital maintenance at this time.
- ix. **Station Road resurfacing:** Highways posted on site and leaflets dropped prior to the commencement of the works requesting residents not to park in the road. This section of Station Road was not resurfaced because residents could not be located to move their cars. No further works are planned at this site.
- x. **Carriageway condition, Wheatsheaf Lane:** The issues have been risk assessed and at present does not meet the criteria for immediate repair. Wheatsheaf Lane is inspected on a quarterly basis and the issues you have reported will continue to be monitored.

Mr M Cole has since emailed Councillor Johnson and has copied in Councillor Guglielmi on emails asking for a meeting at County Hall to discuss the Highways issues in Wrabness. Councillor Zoe Fairley has also contacted Councillor Guglielmi about the Highway issues, and is awaiting for a response.

The Parish Council will continue to report highway defects to Essex Highways, it would also help if residents of Wrabness could report any Highway defects they are concerned about. [Essex Highways - 0845 603 7631 http://www.essexhighways.org/Report-a-problem.aspx](http://www.essexhighways.org/Report-a-problem.aspx)

3. **Increased train noise: 2319** – Parish Clerk gave an update – No further update since last meeting.
4. **Wall Lane Fields: 2321** - Parish Clerk gave an update: Planning enforcement officer from Tendring District Council has visited the site and found no evidence of the caravans being used for residential use and therefore the owners are not in breach of planning. If no new information is brought to the attention of the Planning Enforcement Officer by 9th September the case will be closed.

### **2336:Playing Field:**

1. **Playing field noise from footballs being kicked against the safety fence (2316)** - Mr R Colley contacted Tendring District Council Leisure services about the noise generated from footballs being kicked and bounced against the safety fence. Mr Colley asked what Tendring District Council would do if they had a similar complaint. Mr R Colley was told that not a lot could be done, such noise should be expected from a playing field, no measures would be taken. Mr R Colley asked if a formal complaint was made regarding the noise what the next step would be, and advised him to contact the Environmental Health Team.

The Environmental Health Team response was that they usually have complaints about football games being played in streets and also balls being kicked into gardens. Safety fencing is used in play areas to help prevent balls straying into neighbouring gardens. If someone is living next to a play area they can expect some noise from time to time. It was noted that it is preferable that ball games are played in designated areas rather than on streets, no action would be taken.

Mr R Colley was hoping for a solution but having taken the advice from Tendring District Council and the Environmental Health Team, it was decided to close the case.

**2. Wrabness Playing Field Inspection:** Mr T Harvey gave a report on the Playing Field Inspection that took place on 27<sup>th</sup> June 2016 –

- i. It has been recommended that information signs with emergency contact details be installed at each entrance /exit point to the playing field. **Action Parish Clerk**
- ii. Chainlink fence needs replacing. Mr T Harvey is seeking quotes. **Action T Harvey**

**2337: Grant Requests:** Councillors Jones and Harvey declared an interest in this item and took no part in the discussion. The Local Government Miscellaneous Provisions Act empowers local councils to spend a limited amount of money for purposes for which they have no other specific statutory expenditure. Similarly to other Councils we use this power to award grants to the community sector. This amount is based on a national formula, for 2016/2017 local authorities can spend £7.42 per elector. There are 327 persons listed on the Wrabness Electoral Roll for June 2016, therefore the maximum amount is  $£7.42 \times 327 = £2,426.34$ .

Although no annual grants have been paid out this financial year, the Parish Council budget for 2016-17 has ring-fenced grants for the Village Hall, Churchyard and Newsletter, totalling £1,385. This leaves a legal maximum of £1,043.34 available for all other grant payments, which can be awarded during the period to April 2017.

**Wrabness Community Shop Grant request:** The application was tabled and discussed. The shop is looking to make many improvements. They have requested a grant from the Parish Council towards the cost of splitting the electricity supply so the shop and apartment have their own metering. This would allow the true cost to each building to be properly monitored and billed. The total cost of this project is £1535.00. They have requested the full amount. Agreed in principle, amount to be decided once the Parish Council have discussed the Wrabfest grant.

**Wrabfest Grant request:** Wrabfest is now an annual event organised and run by the village for the village. The aim is to raise funds for the Community Shop. They have not requested a specific amount but the total cost of the project is expected to be £7000.00. All agreed in principle.

It was proposed to award £400.00 to Wrabfest and £400.00 to Wrabness Community Shop, this would leave £243.34 for any further small grant requests. All agreed.

**2338: Rural Infrastructure Survey:** Tendring District Council have asked what facilities we have within the village. Mr R Colley feels this exercise would be helpful to the village and has offered to complete the survey. **Action: R. Colley**

**2339: Tendring District Plan:** Mr R Colley gave an update: Tendring District Council have launched a new public consultation on their local plan. The Parish Council has participated in every stage since it started in 2008. As from 14<sup>th</sup> July 2016 until the 8<sup>th</sup> September 2016 the general public will be able to view Tendring District Council plan document online, in libraries and there will also be some exhibitions in main towns. The public have the right to make representations if they wish and those will be taken into account. Once the Parish Council have viewed the document

and been to a local exhibition a meeting will be arranged to discuss the local plan proposals , these comments will be put forward to Tendring District Council.

**2340: Parish Stamp:** Mr R Colley gave a report – A resident sent an email to Mr R Colley regarding a rubber stamp for official documents. Until recently this could be done at Harwich and Tendring District Council, the nearest place is now Clacton. It was proposed Wrabness Parish Council purchase a rubber stamp for Wrabness residents that are on the electoral roll; this would be approximately £20.00. The Parish Clerk would be able to stamp official documents with proof of ID, i.e. passport and a Council Tax bill with the residents name on. All Agreed.

**Action Parish Clerk**

**2341: Passenger Transport Survey:** The Parish Council has had the opportunity to participate in the Transport Satisfaction Survey; Mr R Colley offered to complete the survey and highlight dissatisfaction in the withdrawal of the Friday Bus service.

**Action: R Colley**

**2342: Planning Application: 16/00785/FUL** (replacing existing farm gate with flood gate) Shore Farm, Ash Street, Wrabness: Following discussion - no Objections, All agreed.

**Action Parish Clerk.**

**2343: Planning Application: 16/00697/FUL** (proposed detached dwelling) Wrabness Hall, Church Road, Wrabness: Following discussion it was decided the Parish Council would object to the planning application, All agreed, for the following reason - Represents sporadic housing development well beyond the existing and proposed village development limits. The three-story house would be unduly prominent in the landscape and will intrude into the skyline of the Stour valley. Permissions are outstanding for a range of uses including residential conversion/development of the adjacent Wrabness Hall Barn site and additional development is unwelcome.

**Action Parish Clerk.**

**2344: Planning Application: 6/00672/FUL** (Variation of conditions for the solar farm) Barn Farm, Wix Road, Bradfield. After discussion it was decided not to comment on this proposal in another Parish area. All Agreed.

**2345: Any other notified Urgent Business:**

1. Flood warnings from Tendring District Council: Tendring District Council contacted Mr T Harvey about a flood warning, as he is 2<sup>nd</sup> on their contact list, the 1<sup>st</sup> person listed is no longer a resident of Wrabness. The list needs to be updated with contacts and action when a flood warning call is received. The document will be reviewed, updated and discussed at the meeting on 7<sup>th</sup> September 2016.

**2346: Reports:**

Highways: see item above, 2335.

Neighbourhood Watch:

1. Mr H Jones gave a report – The residential van that had been parked in the Green Burial car park has now left the area.
2. Dog attack Wrabness woods by Strandlands. A white Vauxhall was parked up in the woods; the owner of the van had a dog believed to be a Staffordshire-bull-terrier-cross, which attacked another dog. The owner of the van then moved on. This incident has been reported to the police.

Footpaths: 2327: Closure of level crossing, waiting for a consultation meeting in August/September, in the mean time the Parish Council will send a letter strongly objecting to the closure, All agreed. **Action Parish Clerk/ R Colley**

Parish Plan: see above 2339.

Village Hall: Mr H Jones attended the Village Hall meeting last week, all okay.

Station Garden: Most of the fence has been painted.

TACL/EACL: nothing to report.

Health Public: nothing to report.

Foreshore Liaison: Mr H. Jones and Mr R Colley attended Belhaven Annual meeting on 11<sup>th</sup> June. Due to security concerns Balhaven put up a sign at the end of Wall Lane – No Public Access. Mr H Jones explained this was a bridleway, Balhaven have now taken down the sign. The key to the Wall Lane top gate will be changed, this key cannot not be copied for security reasons.

Transport: see item above, 2341.

**2347: Accounts and money received;**

DISBURSEMENTS	AMOUNT	
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Wrabness Village Hall Rental -13/07/16	£15.00	000961
Clerk Wages 11/3/16 – 6/7/16	£391.98	000962
Zurich Annual Insurance	£604.84	000960
RCCE Membership	£48.00	000963
Wrabfest Grant request	£400.00	000965
Wrabness Community Grant request	£400.00	000964

<b>RECEIVED</b>	<b>AMOUNT</b>	
VAT	£508.33	

**2348: Confirmation of Account Balances:**

The Parish Clerk reported balances were as follows:

Current Account: 13<sup>th</sup> June: £9054.08

Deposit Account: 9<sup>th</sup> June: £4046.57

**The meeting closed at: 9.05**

The next Council meeting will be on Monday 15<sup>th</sup> August in the Village Hall at 7.30pm.

Carol Greenwood: Wrabness Parish Clerk

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