

## ABBERTON AND LANGENHOE PARISH COUNCIL

### COUNCIL MEETING – 7<sup>th</sup> September 2020

A meeting of the Council took place on Monday 7<sup>th</sup> September 2020 at 7.30pm via Zoom

Cllrs Present    Stephen Wormell – Chairman  
                      Simon Dougherty – Vice Chairman  
                      Alan Frost  
                      David Grover  
                      Peter Hine  
                      Doug Kibblewhite  
                      Malcolm Mattack  
                      Margaret Palmer-Slatton

Also in attendance – ECC Cllr K Bentley, CBC Cllr R Davidson, James and Sarah Lambert and Clerk

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| 050/20 | Apologies for absence – Cllr J Andrews  |  |
| 051/20 | Announcements – the Clerk advised the meeting that the EALC staff were now back working in the offices at Dunmow, but no face to face training courses are currently possible. Some training courses will continue remotely.<br>Cllr Mattack advised that Naomi Radio formerly of Kingfisher Cottages had passed away   |  |
| 052/20 | Public Questions – none   |  |
| 053/20 | Declarations of interest – Cllrs Wormell, Dougherty and Frost declared pecuniary interests in item 060/20<br>Cllr Wormell declared a non-pecuniary interest in item 057/20.1<br>Cllr Kibblewhite declared a non-pecuniary interest in item 057/20.3   |  |
| 054/20 | Reports from County and Borough Cllrs<br>ECC Cllr Bentley reported that with children now returning to school, ECC had some logistical issues with school transport to solve. The Leader of the Council had today signed the order to move the 30mph speed sign in Layer Road. Cllr Bentley advised the meeting of a scheme to repair pot holes in the County and asked that the Council submit any defects, including on footways to him by the end of the week. Cllr Bentley had donated £3000 from his ECC Locality Fund to the Community Shop and members thanked him for this.<br>CBC Cllr Davidson urged the members to nominate any residents for the Covid Hero's award that they felt worthy of recognition. Several residents have contacted him concerning |  |

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|        | <p>the speeding issues in the village and the lack of Speedwatch sessions. Cllr Grover advised that the all members of Speedwatch were needing to be retrained to take account of Covid measures and it was unlikely that any sessions would be held until the end of the year. Cllr Davidson had called in planning application 201548. He advised of a forthcoming white paper which was proposing the disbandment of District/Brough Councils, to be replaced by a unitary Council with an elected Mayor for Essex. He urged the Council to read this and make any comments. There was also a new planning consultation on giving residents more say on house building and this was proposing that areas be zoned for use and would effectively take power of approving planning application away from district level.</p> <p>Cllr Frost left the meeting at 7.45pm</p>  |  |
| 055/20 | <p>Minutes of Meeting – 13<sup>th</sup> July 2020</p> <p>The minutes as previously circulated were approved for signature. Proposed by Cllr Mattack and seconded by Cllr Kibblewhite.</p>   |  |
| 056/20 | <p>Matter arising from previous meeting not dealt with elsewhere on the agenda</p> <ol style="list-style-type: none"> <li>1. Petanque Court – the work has started and should be completed by the end of this week. It was reported that an oak tree close to the court could drop foliage on the court and may need trimming back. The benches will be installed later this week, the Clerk had advised the insurance company to add the benches to the insurance policy. Zurich had advised that the Petanque Court would be covered under the Public Liability section of the policy for any claims against the council providing it was regularly inspected and a Risk Assessment was produced. Cllr Grover advised that he will add the court to his weekly checklist of assets in that area. Zurich could insure the court for accidental and malicious damage, but it was generally felt this would not be necessary.</li> <li>2. Internet Banking – Cllrs Wormell, Dougherty and Frost and the Clerk now had internet access to the Councils' bank accounts. Cllr Hine will be contacted Barclays for access. The Clerk explained how the process would work in practice.</li> <li>3. CBC charges for garden waste – the CBC Cabinet have met and have rejected for now making charges for the collection of garden waste.</li> </ol> |  |
| 057/20 | <p>Planning applications and decisions</p> <p>Applications</p> <ol style="list-style-type: none"> <li>1. 201548 – Abberton Water Tower, Glebe Lane – conversion and extension of former water tower into</li> </ol>   |  |

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|   | <p>3 bed dwelling. Objection on grounds of out of keeping with existing street scene and loss of amenity to existing residents.</p> <p>2 201451 – Willowview Cottage, Layer Road – Demolition of existing dwelling and erection of replacement dwelling and garage – no objection</p> <p>3 201383 – Abberton and District Cricket Club – replacement of old practice nets – no objection</p> <p>Decisions<br/>201163 – land north of The Maltings, Mersea Road – refused<br/>200802 – Fingringhoe Ranges, Lodge Lane – approved</p>  |                         |        |  |        |                                |        |                    |        |  |        |             |         |                                |        |  |        |                                       |         |   |        |             |         |                                |         |  |
| 058/20  | <p>Correspondence</p> <ul style="list-style-type: none"> <li>• A resident had offered to purchase a net for the basketball hoop, this was accepted and the resident thanked.</li> <li>• CBC Great British Clean Up – this will take place between 11<sup>th</sup> and 27<sup>th</sup> September and the Parish was urged to join in.</li> <li>• CALC – letter requesting annual subscription</li> <li>• ECC Salt Bag Scheme – notification that this will now go ahead as a new supplier had been sourced.</li> <li>• Essex and Herts Air Ambulance – request for a donation, members declined</li> <li>• Letter from Lion Corner Community Shop thanking Council for donation</li> </ul>  |                         |        |  |        |                                |        |                    |        |  |        |             |         |                                |        |  |        |                                       |         |   |        |             |         |                                |         |  |
| 059/20  | <p>Finance and Accounts – August and September 2020<br/>The following accounts were approved for payment, schedule 006/20 and 007/20 and signed by Cllr Wormell and Dougherty</p> <p><u>006/20</u></p> <table border="0"> <tr><td>J Knight – grasscutting</td><td style="text-align: right;">£50.00</td></tr> <tr><td>A&amp;J Lighting – streetlight maintenance</td><td style="text-align: right;">£60.90</td></tr> <tr><td>E-On – Streetlight electricity</td><td style="text-align: right;">£61.79</td></tr> <tr><td>CALC – annual subs</td><td style="text-align: right;">£35.00</td></tr> <tr><td>Mrs C McSweeney – stationery and postage</td><td style="text-align: right;">£49.94</td></tr> <tr><td>Staff costs</td><td style="text-align: right;">£279.05</td></tr> </table> <p><u>007/20</u></p> <table border="0"> <tr><td>E-On – streetlight electricity</td><td style="text-align: right;">£61.79</td></tr> <tr><td>A&amp;J Lighting – streetlight maintenance</td><td style="text-align: right;">£60.90</td></tr> <tr><td>Mrs C McSweeney – 6 months office use</td><td style="text-align: right;">£260.00</td></tr> <tr><td>Mrs M Palmer-Slatter – replacement for missing cheque</td><td style="text-align: right;">£10.00</td></tr> <tr><td>Staff costs</td><td style="text-align: right;">£307.75</td></tr> <tr><td>Thinksay Creative – newsletter</td><td style="text-align: right;">£254.58</td></tr> </table> | J Knight – grasscutting | £50.00 | A&J Lighting – streetlight maintenance | £60.90 | E-On – Streetlight electricity | £61.79 | CALC – annual subs | £35.00 | Mrs C McSweeney – stationery and postage | £49.94 | Staff costs | £279.05 | E-On – streetlight electricity | £61.79 | A&J Lighting – streetlight maintenance | £60.90 | Mrs C McSweeney – 6 months office use | £260.00 | Mrs M Palmer-Slatter – replacement for missing cheque | £10.00 | Staff costs | £307.75 | Thinksay Creative – newsletter | £254.58 |  |
| J Knight – grasscutting                               | £50.00   |                         |        |  |        |                                |        |                    |        |  |        |             |         |                                |        |  |        |                                       |         |   |        |             |         |                                |         |  |
| A&J Lighting – streetlight maintenance                | £60.90   |                         |        |  |        |                                |        |                    |        |  |        |             |         |                                |        |  |        |                                       |         |   |        |             |         |                                |         |  |
| E-On – Streetlight electricity                        | £61.79   |                         |        |  |        |                                |        |                    |        |  |        |             |         |                                |        |  |        |                                       |         |   |        |             |         |                                |         |  |
| CALC – annual subs                                    | £35.00   |                         |        |  |        |                                |        |                    |        |  |        |             |         |                                |        |  |        |                                       |         |   |        |             |         |                                |         |  |
| Mrs C McSweeney – stationery and postage              | £49.94   |                         |        |  |        |                                |        |                    |        |  |        |             |         |                                |        |  |        |                                       |         |   |        |             |         |                                |         |  |
| Staff costs   | £279.05  |                         |        |  |        |                                |        |                    |        |  |        |             |         |                                |        |  |        |                                       |         |   |        |             |         |                                |         |  |
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| Mrs C McSweeney – 6 months office use                 | £260.00  |                         |        |  |        |                                |        |                    |        |  |        |             |         |                                |        |  |        |                                       |         |   |        |             |         |                                |         |  |
| Mrs M Palmer-Slatter – replacement for missing cheque | £10.00   |                         |        |  |        |                                |        |                    |        |  |        |             |         |                                |        |  |        |                                       |         |   |        |             |         |                                |         |  |
| Staff costs   | £307.75  |                         |        |  |        |                                |        |                    |        |  |        |             |         |                                |        |  |        |                                       |         |   |        |             |         |                                |         |  |
| Thinksay Creative – newsletter                        | £254.58  |                         |        |  |        |                                |        |                    |        |  |        |             |         |                                |        |  |        |                                       |         |   |        |             |         |                                |         |  |

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| 060/20 | <p>Lion Corner Community Shop – update</p> <p>Mr Lambert reported that the shop premises had now been handed over and it was hoped that the shop would open at the end of September, subject to stock deliveries and snagging issues. Lou Bedford had been appointed as Shop Manager. So far, the share scheme had raised £27970 and this was from 117 shareholders, with approximately 80 households having applied for shares. The application for an Off License had not yet been approved.</p> <p>Cllr Dougherty advised the meeting that CBC Planning Department had not progressed the application for permission for signage and that he had resubmitted the application. CBC will not give a Community Benefit Society a discount on the application fee, so he proposed and Cllr Mattack seconded the application being submitted by the Parish Council to secure the discounted fee. Agreed.</p> |  |
| 061/20 | <p>Review of Policies</p> <p>The following policies had been circulated and reviewed –</p> <ul style="list-style-type: none"> <li>• Action Plan</li> <li>• Training Policy</li> <li>• Complaints Policy</li> <li>• Media policy</li> <li>• Effectiveness of Internal Audit</li> <li>• Standing Orders</li> </ul> <p>Cllr Grover proposed and Cllr Kibblewhite seconded accepting the reviewed policies. Agreed.</p>  |  |
| 062/20 | <p>S106 Funds – to consider a Wish List for submission to CBC</p> <p>After some discussion it was agreed the following projects should be submitted to CBC for future funding options –</p> <ol style="list-style-type: none"> <li>1. Defibrillator to be located at Lion Corner Shop</li> <li>2. Purchase of speed camera for Speedwatch Team</li> <li>3. Planters for village</li> <li>4. Future enhancements to basketball court</li> <li>5. Projects at the Cricket Club</li> </ol>  | <p>Clerk to submit list to CBC</p> <p>Further info needed on cost of defibrillator and the projects needed at the Cricket Club</p> |
| 063/20 | <p>To consider reopening the play area and adult gym</p> <p>Cllr Kibblewhite proposed and Cllr Palmer-Slatter seconded that the equipment should now be reopened for use. Signage will be installed advising of Health and Safety measures relating to Covid that should be observed.</p>  |  |
| 064/20 | <p>To consider resuming face to face meetings</p> <p>After some discussion, it was agreed to follow the advice of NALC, that meetings should remain remote unless there is a need for face to face meetings. This will be reviewed as more advice is offered.</p>  |  |

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| 065/20 | <p>Covid-19 Action Group – update</p> <p>Cllr Dougherty reported that the group had ceased on the 31<sup>st</sup> July 2020. However, all information obtained will be retained for now, ready to reinstate the Action Group if this proved necessary.</p>   |  |
| 066/20 | <p>To consider moving the 30mph sign on Peldon Road and implications to the village boundary</p> <p>It was agreed that the sign is currently too close to the residential boundary of the village and should be relocated adjacent to Captains Field. Cllr Kibblewhite will pursue this matter with Cllr Bentley.</p>  | Action – Cllr Kibblewhite to speak to Cllr Bentley |
| 067/20 | <p>To consider a quote for repair works to basketball court and infilling petanque court</p> <p>A quote to supply topsoil to infill gaps at the basketball court and petanque court had been received for £990 inc VAT. Cllrs unanimously agreed to reject this quote. Topsoil will be sourced from elsewhere as needed.</p>   |  |
| 068/20 | <p>NALC – to note the NJC salary increase wef 1<sup>st</sup> April 2020</p> <p>The Clerks’ salary increase was noted and also the addition of 1 extra days annual leave (22 days in total, pro rata).</p>  |  |
| 069/20 | <p>Representatives reports</p> <ol style="list-style-type: none"> <li>1. Footpaths – all looking good, ECC have undertaken the annual cut</li> <li>2. Abberton and Langenhoe Community Association – The Petanque Court has been started, but is not yet finished. The Hall has been redecorated and deep cleaned. Some plastic chairs have been sourced which will be easier to clean for now. Some gazebos will be purchased for outdoor events. The Hall reopened on 1<sup>st</sup> September but so far only a small number of hirers have returned. Next Ctte meeting is 28<sup>th</sup> September to discuss resuming the Meeting Place. The Macmillan Coffee Morning will take place on 3<sup>rd</sup> October on the green.</li> <li>3. Edward Marke Trust – Thanks to Steve Wormell for cutting back the hedge which has widened the footpath. Allotments looking good and rents are due soon.</li> <li>4. Church Matters – no services being held at the moment. Two burials have taken place. Still no Vicar in post.</li> <li>5. Grass cutting – 6 cuts so far</li> <li>6. Neighbourhood Watch – nothing to report</li> <li>7. Youth Liaison – nothing to report</li> <li>8. Finance Working Party – nothing to report</li> <li>9. Property Maintenance – nothing to report</li> </ol> |  |

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|        | <p>10. CALC – meeting attended on 28<sup>th</sup> August where Karen Syrett, CBC Planning Department had made a presentation about the proposed changes to processing planning applications. There is also to be changes to the application process which may benefit the Parishes.</p> <p>11. Broadband – Cllr Kibblewhite is still in discussions with BT</p> <p>12. Speedwatch – all personnel have to retrain so unlikely to be any sessions before the end of the year.</p> <p>13. Social media/Newsletter – Newsletter has been delivered and it has been agreed to leave some copies at the Community Shop once opened.</p> <p>14. Highway Issues – Cllr Kibblewhite will liaise with Cllr Bentley concerning the pothole repairs. The Clerk was asked to write to First Buses about a recent incident where the 67 service had not stopped for passengers at The Triangle. The resident a 1 Fingringhoe Road had still not had the wall repaired that was damaged when the phone mast was erected. The Clerk was asked to make contact again on behalf of the resident to facilitate the repair.</p> | <p>Action – Clerk to contact First Buses and Cluttons</p> |
| 070/20 | Date of next meeting – 12 <sup>th</sup> October 2020   |   |

There being no further business the meeting closed at 9.15pm