

**Minutes of Meeting on 16<sup>th</sup> June 2022**  
**Meeting of Elmstead Parish Council**  
**Community Centre, School Road, Elmstead Market, CO7 7ET**

Present: Cllrs Amanda Brennan (Chairman), , Adam Gladwin, Michael Hare, Maxine Jeggo and Martine Ward.

Also Present: District Councillors Gary Scott and 6 members of the public (including the Chairman and Vice Chair of the New Community Centre Committee). Mrs Baxter – clerk.

Absent: Cllrs Sally Fairey and Gill Williams.

**22/118 Chairman's welcome.**

Cllr Brennan welcomed everyone to the meeting.

**22/119 Apologies for Absence.**

Cllrs Sally Fairey and Gill Williams sent their apologies. District Cllr Wiggins and County Cllr Guglielmi also sent their apologies.

**22/120 Co-option of councillor**

*Sarah Donaldson has expressed an interest in joining the council.*

This item was held over as Mrs Donaldson was unable to attend.

**22/121 Declaration of Pecuniary Interests and Personal Interests.**

Cllr Jeggo declared a personal interest in item 22/131(ii) as she is a member of the Upmarket team.

**22/122 Approval and signing of the minutes from 19<sup>th</sup> May 2022.**

It was resolved to accept the minutes from 19<sup>th</sup> May 2022 as true and accurate.

Proposed: Cllr Jeggo, Seconded: Cllr Hare, all in favour.

**22/123 To receive an update about the progress of resolutions from the meeting of the Council on 19<sup>th</sup> May 2022 not covered in this agenda.**

The license for the playing field is still outstanding.

The clerk checked if an NDO has the same public consultation as a planning application. It doesn't as it has its own set of consultations and is subject to a public referendum.

Cllr Guglielmi is to arrange a meeting with James Drabwell (Essex Highways) to go through all the Elmstead issues.

**22/124 Public Speaking**

A member of public asked if the development at Church Road has stopped. The response was not as far as we know, perhaps it has been paused.

**22/125 County Councillor report. To include where relevant an update on items on the WIP report.**

See report on website.

**22/126 District Councillor reports. Written report – to take questions on the report and provide any additional information not on the report.**

See attached report. (to follow I don't have it yet)

Cllr Wiggins is now on the TDC Planning Committee. Cllr Scott congratulated the people involved with the Jubilee celebrations.

Cllr Scott asked if hogweed is growing on the right hand side of the entrance gate to the playing field. Mr Dingwall will check.

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**22/127 Neighbourhood Plan**

*An update from Cllr Gladwin.*

We met with Will Wuller yesterday (TDC planning) who agreed the fundamentals of the plan. There are some changes of wording, tweaks and additions to make.

The Draft Neighbourhood Plan is essentially finished. The Steering Group are meeting next Thursday to decide on recommending it to the PC for signing off. We hope to call an extraordinary meeting in a fortnight to do this.

We will then do an 8 week consultation. We will send leaflets and use other methods of communication. The Neighbourhood Development Order consultation will run at the same time. The NDO plans are conditional on the new community centre being completed first and will be fulfilling a housing need identified in the housing needs survey we did.

Cllr Scott: The Local Plan and Policy Committee at TDC will discuss and comment on our plan. We will get objections from developers.

It was asked whether TDC pays for the referendum. The clerk is to find out.

**22/128 Parish Council Plan**

*To hold a "think tank" on what it is the council would like to achieve in the next 12 months. Ideas to be put on future agendas.*

Cllr Brennan: Would like the council to think about tangible things it can do to help the village, for example for the problems with speeding cars and traffic noise in Bromley Road can we hire CCTV? Can we all think about what we can do. Can we get a marquee on the green once a month to encourage people to talk to us? Can we use the cricket club to hold an event? Leaflet specific areas to ask what are your issues? Set up a WhatsApp group. Use Facebook more. We could put a poll out to ask people what they think of the Budgens junction. Councillors were asked for positive action points for next month's meeting.

**22/129 Queens Platinum Jubilee**

*To discuss the purchase of a Jubilee tree and plaque.*

Cllr Jeggo: We want to get a tree, but we don't know where it will go at the moment.

The council reviewed the plaque options and resolved to purchase a purple commemorative plaque for the North Green, a plaque for the tree (yet to be purchased) and a plaque for the beacon at a total cost of £150. Proposed: Cllr Jeggo, Seconded: Cllr Ward, all in favour.

**22/130 Budgens Junction**

*Is there any update on the application made to the Local Highways Panel to look at making improvements to this junction for safety reasons? Any further action to take.*

We asked the Local Highways Panel to look into this for us but have not had a response yet. We will try and get a meeting with Cllr Guglielmi to check on the status.

Cllr Scott left.

**22/131 Finance**

- i) *To look through the finance report and approve the payments for June. See appendix 1.*

It was resolved to accept the finance report and approve the payments. Proposed: Cllr Jeggo, all in favour.

- ii) *Grant applications. To receive a recommendation from the finance committee regarding grants to be given to local groups.*

The recommendations for grants were approved. Proposed: Cllr Gladwin, Seconded: Cllr Brennan, all in favour of those voting. (Cllr Jeggo was not able to vote due to a personal interest).

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iii) *To review any requests for overtime to be paid in June.*

It was resolved to approve 10 hours for the handyman. Proposed: Cllr Gladwin, Seconded: Cllr Hare, all in favour.

**22/132 Annual Governance Statement**

*To review for approval the Annual Governance Statement (Annual Return Section 1 – Annual Governance Statement 2021/22).*

It was resolved to approve the above. Proposed: Cllr Ward, Seconded: Cllr Jeggo, all in favour.

**22/133 Annual Return**

i) *To consider for approval Section 2 – Accounting Statements 2021/22.*

Cllr Gladwin asked why the other expenses had increased. This was due to the purchase of a mower (funded by a reserve), Neighbourhood Plan expenses (mostly funded by grants) and the reclaimable VAT on both of those.

It was resolved to approve the above. Proposed: Cllr Ward, Seconded: Cllr Gladwin, all in favour.

ii) *Signing of the Accounting Statements by the Chairman.*

The Chairman signed the statements.

**22/134 Raising the council's profile**

*To discuss the possibility of holding a social/fun event.*

A quiz on Elmstead Market to be held at the cricket club to tie in with the Neighbourhood Plan was discussed. The clerk will contact Mrs Vaughan to see if some councillors can meet with the cricket club.

**22/135 The East Anglia Green Energy Enablement (East Anglia GREEN) consultation deadline for comments midnight Thursday 16 June.**

*To discuss a response to this consultation. For information, please visit [nationalgrid.com/east-anglia-green](https://nationalgrid.com/east-anglia-green)*

The response was reviewed and agreed. Cllr Gladwin pointed out that an under the sea option is really expensive.

It was agreed to send the response with Cllr Gladwin to make some small changes.

**22/136 Playing field**

*To discuss requests from local football clubs to practise on the field outside the season and the requirements for the pitch to rest and recover. Are any treatments required to keep the pitch to standard?*

Mr Chable (Market Field School grounds manager) reported that Reed Hall Sentinels are having 2-3 games every Sunday. He inspected the grass after the first few games, and it had gone in the spectators' area, in the centre spot and in other places. Grass seed will cost approximately £600. It will also need fertiliser. RHS need to apply for grants. They have paid nothing towards the pitch yet. Before the first game Mr Chable recommended the company he used for pitch marking but RHS were not happy with the invoice.

Cllr Brennan will contact RHS for a meeting. It was discussed that we don't know if any Elmstead children are playing.

It was resolved to permit Colne Athletic to use the field to practise for 6 weeks over summer, 2 nights a week. We are to ask them for a token contribution.

**22/137 Items for the August Upmarket article**

Possibly the quiz.

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**22/138 Items for the next agenda or for information only**

Remembrance Sunday and Christmas events.

Mr Chable expressed his interest in joining the council. He said he has worked in the village for 20 years and lived in it for 4. He is always there to help out if we need him. The clerk is to send him the welcome pack of paperwork.

**22/139 Date of next meeting**

21<sup>st</sup> July 2022.

The meeting closed at 8.52pm.

There being no further public business councillors were thanked for their attendance.

Minutes written by Mrs. A Baxter

Contact: 01206 827139