

WRABNESS PARISH COUNCIL

Minutes

Minutes of the meeting held on Wednesday 17th May 2023 at Wrabness Village Hall.

The meeting commenced at 7:30pm following the Wrabness Parish Council Annual Meeting.

Present: Councillors Mr R Colley (Chairman), Mr F McGowan (Vice Chairman), Mr G Watkins and Parish Clerk Juliet Attrill.

Apologies for absence: Miss L Taylor and Mr H Adams.

3295. Declarations of interest: None

3296. DPI Forms: The Disclosure of Pecuniary Interests (DPI) forms for each councillor present at the meeting were collected by the Parish Clerk to be sent to TDC, and published on the Wrabness Village Website.

Public Forum: Two members of the public were present. The public forum was opened and comments invited. No matters were raised.

1. A member of the Village Hall Committee provided an update on the proposed boundary gates between the Village Hall and the proposed Village Green. Two indicative quotes have been obtained for two gates (one smaller for pedestrian access, and one larger for vehicular access) to aid with maintaining and utilising the Green. It was noted that WPC and the Village Hall Committee would prefer galvanized steel gates as this is likely to require less maintenance than a wooden alternative.
2. Potholes in the village are worsening. The previously repaired pothole on Station Road, near the Station Garden, has opened up again and a large pothole on Wheatsheaf Lane is continuing to grow. The members of the public and the councillors present state they report potholes regularly to Essex County Highways, but there are ongoing delays in repair work.
3. It was noted that The Station Garden hosted the Coronation Celebration well and the lawn area survived and some of the weeds have died back.

The Public Forum was closed and the meeting re-opened.

3297. Minutes: of the meeting held on Wednesday 29th March 2023 were agreed as a true record and signed following amendments to the numbering of points.

3298. Matters arising and actions:

- A. Parish Council requests to Local Highways Panel – (3281a)
- i: Review Speed Limits
 - ii: Review Parking issues: Wall Lane, Church Road, Rectory Road
 - iii: Repair Footpaths on Harwich Road – uplifting pavement
 - iv: Replacement Village signage

WPC had been told that issues iii and iv had been approved by ECC to be undertaken in the previous financial year (2022/2023) via the Local Highways Panel. However no highway work has taken place and it was agreed to contact LHP, and copy Carlo Guglielmi in, to request an update.

Action: Parish Clerk / R. Colley

- B. Highways issues reported to Essex County Council online – (3281b): There is no progress to date on the following issues:
- i: Manhole cover near Red Barn corner:
 - ii: Signage defects Harwich Road
 - iii demolished wall at crossroads.
- C. Wheatsheaf Lane traffic (3281c): This is an ongoing issue within the village which will continue to be monitored.

- D. Footpaths: (3281d) extra footpath way marker discs: It was agreed that this issue would be included with (Matters Arising point A) when discussing with LHP.
- E. Monitoring highway issues arising from housing development (3281e). The housing development is now almost completed.
- F. Parish Council records and contact arrangements (3281f): The filing cabinet still remains out of service. Parish clerk to source new lock. **Action: Parish Clerk**

3299. Harwich Turnpike Road Milestone Markers (3281g) A report was tabled recapping recent discussion and an updated proposal received from the Manningtree Museum and History Group. The MMHG have obtained a £500 grant towards the cost of the Marker 65 at Wrabness and request a contribution of £110 from the parish council towards the total cost of £600. WPC is willing to contribute £110 towards the cost of the project but is not willing to install the marker on behalf of the Museum. Concerns were raised again about the marker being placed on highway land and the safety of digging on the land. WPC will contact Phillip Cunningham to query the safety issues and request an accurate cost breakdown and an action plan. **Action: R. Colley**

3300. Coronation Village Celebration Update (3282): WPC had approved a grant of £200 to support the village Coronation event held on 7th May. A cost breakdown was received from the Playing Field Association. £216.13 was spent on food and drink, prizes and resources. The raffle raised money which offset the remaining cost. The councillors praised the event; it was enjoyed by residents and visitors and brought the village together in Wrabness fashion.

3301. Village Green - Bennett Homes update (3283): The 0.5 acre Village Green is to be gifted to WPC later this year after it has been laid out by Bennett Homes in accordance with the approved landscaping plan and signed off by a qualified landscape architect. It was noted that a bench is to be installed on the green. An email was received from a member of the public requesting wildflowers to be grown on the green. The approved planting scheme provides for wildflower mix areas. A question arose regarding the tenure of the land to be gifted to WPC and the Chairman stated that Bennett Homes have contracted to transfer their freehold to the parish council.

3302. Planning Application Update: The Parish Council has already received the following applications to TDC. The current position is summarised below:

A. 22/02121/FULHH Shore Farm Ash Street Wrabness CO11 2TG Proposed erection of two storey side extension following demolition of existing one and a half storey element. Status: Approved 31/03/2023

B. 23/00150/FUL Oakfield Wood Burial Ground Ash Street Wrabness Essex Proposed change of use of existing agricultural land to a wildflower wildlife meadow burial site and woodland burial site. Status: Pending.

C. 23/00424/LUPROP 29 Station Road Wrabness CO11 2TH Erection of part single storey/part two storey rear extension and side garage following demolition of existing conservatory and garage. Status: Pending

3303. Reports:

HIGHWAYS: Some of the smaller queries have been resolved, but none of the major issues have been addressed. The bus stop sign on Wheatsheaf Lane has been put up.
WRABNESS PLAYING FIELD: No update on the provisional Tree Preservation Order. WPC informed the owners of the land of the situation as they will be contacted in regard to the matter.
STATION GARDEN: Thanks given for members of the public being respectful of the space during the Coronation Celebration.
NEIGHBOURHOOD WATCH: Ex councillor, Harry Jones, had volunteered to continue to report on Neighbourhood Watch/ Crime to WPC. Harry Jones has also agreed to run the litter pick next year.
FORESHORE: One replacement hut is largely complete, a second is under construction and the groundworks progressing on a third hut.
TRANSPORT: The current bus schedule is poor, with limited buses on the 103 route in and out of Harwich via Wrabness. Harwich Connexions are expanding their rural services.
VILLAGE NEWSLETTER: Danielle Williams has volunteered to edit the newsletter. WPC will invite Danielle to the next meeting. Next edition will be published in September.

3304. Future Allocation of Reports: It was agreed to wait until all councillors are present to allocate the reports.

3305. Any Other Urgent Business:

- Info: Tendring Colchester Borders Garden Community 'Submission Version Plan' Consultation (Regulation 19): 15th May – 5pm 25th June 2023. These meetings were noted. It was decided that they do not directly affect Wrabness, so no formal action would be taken.
- Info: 23/00678/WTP 1 No. Horse Chestnut - reduce by 4m. location: The Gate House Harwich Road Wrabness Manningtree: This application was noted but no comment was made.
- Info: The Parish and Town Council Resilience Meeting will be rescheduled due to low attendance. WPC may therefore be able to attend. Waiting for confirmation of a new date.

3306. Parish Council Finance Update (3287):

- WPC has registered for online banking. Following the retirement of some councillors, more signatories will be required for cheque book and on-line transactions. On-line transactions raised can have a two signatory authorisation procedure for reasons of security and probity.
- The Annual Accounts 2022-23 have been completed and Chris Orlop has agreed to complete an internal audit. It is expected the audited accounts will be available at the next meeting.

3307. Accounts and monies received:

RECEIVED	AMOUNT	DISBURSEMENTS	AMOUNT	CQ No.
Parish Precept - 1st instalment	£3,064.00	Autoprint Village Newsletter Spring Edition	£155.00	1211
TDC Coronation grant towards Wrabness celebration.	£66.66	Coronation mugs - Reimburse J. Cole	£179.91	1212
		Parish Clerk Salary for April 2023	£197.95	1213
		EALC Annual Affiliation Fee	£133.91	1214
		Wrabness Village Hall hire May Meeting	£18.00	1215
		Parish Clerk Salary for May 2023	£197.95	1216

3308. Confirmation of Account Balances:

Current Account: Balance as at 4th May £6,609.88
Deposit Account: Balance as at 4th May £6,752.42

The next Wrabness Parish Council will be in the Village Hall at 7.30pm on Wednesday 21st June 2023.

Juliet Attrill
Wrabness Parish Clerk

Contact Wrabness Parish Council: Email: wrabness.parishclerk@gmail.com Telephone 07535812543