



WRABNESS PARISH COUNCIL

Minutes

Minutes of the meeting held on 18th November 2020 via Zoom at 7.30pm

Present: Mr. M Cole (Chairman), Mr. R Colley (Vice Chairman), Mr. H Jones, Ms. R Thornton, Mr. F McGowen, Mrs. J Cole, Mrs. L Byrne.

In Attendance : Mrs. C Greenwood (Parish Clerk)

2943 Apologies for absence:

2944: Declaration of interests: Ms. R Thornton: item 2954 b

2945: Public forum: The public forum was closed, and meeting opened.

2946: Approval of Minutes - The minutes of the meeting held on Wednesday 21st October 2020 were agreed as a true record.

2947 Matters arising and actions.

- (a) (2932 (b) Speed Limits: At the last meeting a request was received by a member of the public regarding the speed limit from Wheatsheaf Lane to Wrabness Village Hall and asked if this could be reduced? It was agreed to write to our District Councillor, Zoe Fairley and County Councillor Guglielmi with the view the speed limit being reduced.

Mr. M Cole gave an update: Councillor Zoe Fairley and County Councillor Guglielmi have requested further information and to complete a LHP form.

Action: Mr. M Cole

- (b) (2930 (a) & 2933 Wall Lane parking issues: At the last meeting a member of the public raised concerns regarding the number of cars parked along Wall Lane. It was agreed to write to our District Councillor, Zoe Fairley and County Councillor Guglielmi about on street parking problems in the parish.

Update from Mr M Cole: County Councillor Guglielmi have requested further information. It was decided to complete a LHP form with further information on parking issues around the village and to draft a polite parking windscreen notice for cars parked improperly. All agreed

Action: Mr M Cole LHP form: Action: Mr M Cole: draft windscreen parking notice.

- (c.) Speed reduction stickers: Update from Mrs L Byrne: couple more speeding stickers sold, will readvertise.

Action: Mrs L Byrne

(d) (2932 Playing Field:

- (i) Residents damaged fence: See Item 2930 (c) damage to residents' fence:

Update from Mrs. L Byrne: a temporary repair has been made. A new fence panel has been ordered and a team of volunteers will install the new fence panel.

Action by Working Party

- (ii) Playing Field Action List:

Playing Field Action list: To be progressed in partnership with the Playing Field Association.

At the October meeting a report of findings was circulated, and recommendations made. The Parish Council

accepted recommendations. Mrs Byrne gave an update on the and agreed the remaining outstanding actions:

2. Install a lockable gate in the gap in the perimeter fencing to improve site security. **A harris fence panel has been fitted into the gap at the back entrance / exit of the field temporarily blocking the gap pending a permanent solution.**
3. Following specialist advice: repair or replace the damaged safety fence panels as appropriate. Check all fixings and tighten as necessary to ensure any fence noise is minimised. **Completed.**

4. The goal posts be taken down, stored on site for future use by arrangement with WPFA:
The goal posts closest to the safety fence have been removed.
It was decided by W.P.F.A to leave the remaining goal posts at eastern end of pitch.
5. The lower section of the chain link fence to the eastern boundary be affixed by a straining wire and/or peg.
Has been repaired.
6. WPFA be requested to implement the recommendations of the Annual Inspection Report as appropriate. **Ongoing**
9. A risk assessment be undertaken to determine the special pandemic cleaning and management measures that would need to be introduced on site to comply with government guidelines and best practice:

Most repairs are complete, the remaining repairs should be complete shortly. Next a site meeting will be arranged to carry out a final safety check, complete a Risk Assessment, arrange special pandemic cleaning, display Covid -19 safety signage and arrange the appropriate time to reopen. All agreed.

Action: W.P.F.A, & Wrabness Parish Council.

(e) Wheatsheaf Lane Traffic: Ms R Thornton gave an update: Councillor Zoe Fairley will contact TDC Highways Liaison Officer and arrange a site meeting or Zoom meeting after the 2nd December. **Action: Ms R Thornton**

2948: Open space, land South of Station Road, Wrabness (2934): Mr. R Colley gave an update; As reported at the last meeting TDC has arranged for the Section 106 agreement between TDC and Bennett Homes to be varied to lay out and gift the new village green to Wrabness PC. Bennett Homes had prepared a deed of transfer to gift the land to the Parish Council. The Parish Council expects to receive the final documents from our solicitors for signing shortly. **Action; Mr R Colley**

2949: Budget Committee Report 2021/2022: Mr. R Colley explained the outcome of the Budget Committee meeting and presented the proposed budget for 2021/2022. The actual spend for next year is proposed to be £9050.00. The precept arrangements for 2021/22 will be shortly announced by Tendring DC. It was proposed the funding should include an increase in the Parish Council precept by 2% next year. It was proposed that the Parish Council approve the draft 2021/2022 budget. All Agreed.

2950: Wrabness Council Budget for 2021/2021 and precept requirement: It was agreed to carry this over until next meeting when Tendring District Council Tax formula should be available to finalise the actual figures for the precept.

2951: Wrabness Parish Council Website: Mr. R Colley gave an update: The Parish Council website was first launched in November 2013. For six years it was hosted on a free essexinfo.net platform provided by Essex County Council for community organisations. This year ECC withdrew this facility and in March 2020 we transferred the Parish Council web site to a new community web platform sponsored by British Telecom at www.wrabness-parish-council.btck.co.uk

This service is provided at no cost to the community as the platform is hosted free of charge and the site is managed by a community volunteer. The site currently comprises 22 pages of information relating to the Parish Council and village matters.

Village clubs and organisations can benefit from free publicity on the Parish Council website – they just have to provide the information.

A total of 5135 visits have been made to the Wrabness Parish Council web site during the year to date.

2952: Wrabness Environmental Award: Councillors will be asked to come up with ideas for next meeting.

2953: Public Consultation & Public Sector Survey: NALC/EALC The Committee on Standards in Public Life have recently launched a consultation as part of its review into the institutions, processes and structures in place to support high standards of conduct. The NALC will speak on five matters, to redress the grievances of Local Town and Parish Councils, so please do make your views known on these topics by completing the review by 5pm on **Friday 4th December** No action required: All Agreed

2954: Planning Applications Update (2936)

(a) 20/00739/COUNOT Porthwen Church Road Wrabness CO11 2TQ Proposed conversion of agricultural building to dwelling. Prior approval from TDC will not be required. 28th July 2020.

On the TDC website it states that the Parish Council didn't comment – The Parish Council was not consulted as it's a Prior Notification *not* a planning application and therefore the Parish Council are not able to comment.

Update from Parish Clerk: TDC have now instructed TDC planning officers to include 'No comments required' in their reports from now on. The case officer for 20/00739/COUNOT has amended his report to change the wording to 'No comments required'. **No further action**

(b) 20/01029/AGRIC Priory Farm Harwich Road Wrabness CO11 2UG - Proposed steel frame agricultural storage building. As this is a Prior Notification not a Planning Application the Parish Council are unable to comment Parish Clerk gave an update: TDC response: With regards to application 20/01029/AGRIC, the case officer has reviewed their report and feels that the wording "not applicable", is still suitable and doesn't require amending.

No further Action

2955: Notifications:

(a) **Covid 19 current alert level:** New National Restrictions from 5 November to 2nd December, For more information and detailed guidance visit: [gov.uk/coronavirus](https://www.gov.uk/coronavirus)

2956: Information Only:

(a) Parish Council Meetings: Public meetings are still not possible due to the pandemic. Meetings will be held virtually via Zoom as an alternative. The Parish Council will keep the matter under review in line with EALC advice.

(b) British Red Cross: Support in Essex flyers: It was agreed at the last meeting to display posters on Parish Council Notice boards, village shop and other locations around the village: This has been done:

(c) Essex County Council have launched a new Half-Term Emergency Foodbank Fund, which will help those suffering from food poverty because of Covid-19. Please follow the link below for more information.
<https://www.essex.gov.uk/news/county-council-announces-support-for-families-this-half-term>: Flyers displayed on the village notice boards.

Given the immediate need around holiday hunger, Essex County Council committed £165,000 to be made available for Food Banks and Community Organisations during the October half term. The Funding was primarily for the provision of food and essential items. Harwich & District Community Food Bank was awarded £2500.00

(d) Essex County Council Extra support this winter - Covid-19 related funding announced 5th November 2020.

Crisis helps:

Food banks and packages-

Clinically extremely vulnerable

Homelessness

Mental health and emotional support -.

Grassroots clubs and activities for children and young people

Vital support agencies

For more information click on the following link:

<https://www.essex.gov.uk/news/extra-support-for-the-most-vulnerable-this-winter>

2957: Any Other Business:

(a) Church Yard Grant: All Saints Church requested a churchyard grant of £400.00; this goes towards the maintenance of the churchyard. It was proposed to grant the £400.00 as per the application received. All Agreed.

(b) It has been brought to the Parish Councils attention that there has been an increase in dog owners not picking up after their dogs. It was agreed the Parish Council look into cost of customising their own signage, asking dog owners to clean up after their dogs. All agreed. **Action Mrs L Byrne.**

2958: Reports:

HIGHWAYS: see item 2947	MICRO GRANTS: Nothing to report
VILLAGE HALL: Currently closed for public hire. Situation being kept under review by the Village Hall Committee.	WPFA: see above item 2947 It was proposed the Parish Council pay for the replacement fence panel (see item 2947 d i) Mr H Jones proposed it and Ms R Thornton second it. All agreed.
FORESHORE: see item: 2947	STATION GARDEN: Water tank in place, inside Station Garden.
PUBLIC HEALTH: see item 2947 Covid Safe notice to be displayed.	NEIGHBOURHOOD WATCH: Nothing to report.
KIOSK: Mrs J Cole gave an update: Pumpkins displayed, and Christmas tree will be displayed soon.	TRANSPORT: Nothing to report.
FOOTPATHS: Mr. F McGowen gave a report: a. Gas bottles have been dumped in layby	OPEN SPACE, Land South of Station Road: See item 2948.

<p>along Harwich road to the east: have now been removed. No further action</p> <p>b. Obstruction along Harwich Road footpath, Council Cottage and Wells Cottage, A lorry has been parking on the footpath between 7.00am – 5.00pm, residents are having to walk along the busy Harwich Road. Update the Windscreen Notices: <u>see item 2947 b.</u> Action: Mr. M Cole</p> <p>(c) Footpaths on the Harwich Road, uplifting pavement: Mr. M Cole gave an update: County Councillor Guglielmi has requested the Parish Council fill in a LHP form. Action: Mr. M Cole</p>	

2959: Accounts and monies received:

RECEIVED	AMOUNT	DISBURSEMENTS	AMOUNT
		Parish Clerk wages: 13.11.19 – 31.3.20 (2019/2020)	£358.62
		Parish Clerks wages: 1.4.20 – 9.11.20 (2020/2021)	£688.88
		Wrabness Parish Council Zoom meetings monthly subscription (reimburse Parish Clerk) Sept, Oct, Nov @ £14.39 per month	£43.17
		Yearly stationery for Parish Council April 2019 – March 2020 (reimburse Parish Clerk)	£32.39

2960: Confirmations of Account Balances:.

Current Account: Balance on 19th October 2020 - £6866.05

Deposit Account: Balance on 19th October 2020 - £6676.24

Confirm the Date and Time of next meeting by Zoom. Date changed to Wednesday 20th January 2021 at 7.30pm.

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The meeting closed at: 21.17