

# WRABNESS PARISH COUNCIL

## Minutes

**Minutes of the meeting held on Wednesday 29th of March 2023 at Wrabness Village Hall.  
The meeting commenced at 7:30pm following the Parish Annual Assembly.**

**Present:** Councillors Mr R Colley (Chairman), Mr H Jones (Vice Chairman), Mr F McGowan, Mrs J Cole, Mr G Watkins, Miss R Thornton, Miss L Taylor and Parish Clerk Juliet Bambridge.

**3279. Declarations of interest:** None

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

**3280. Minutes:** of the meeting held on Wednesday 22nd February 2023 were agreed as a true record and signed.

**3281. Matters arising and actions:**

A. Parish Council requests to Local Highways Panel – (3265A):

- i: Review Speed Limits – ECC agreed to undertake review
- ii: Review Parking issues: Wall Lane, Church Road, Rectory Road – ECC request photo evidence, included in village newsletter.
- iii: Repair Footpaths on Harwich Road – uplifting pavement
- iv: Replacement Village sign – Harwich Road/ Wheatsheaf Lane junction.

Update from Cllr Zoe Fairley notified by Local Highway Panel ECC Liaison Officer, James Drabwel that works on items iii and iv are due to start 'very soon'. He requested that WPC update him when work commences so he can visit.

B. Highways issues reported to Essex County Council online - (3265B): Repairs required by ECC 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 (3265C): Nothing new to report.

D. Footpaths (extra footpath way marker discs) (3265D): No progress with acquiring markers via ECC, so local action proposed. **ACTION: H. Jones**

E. Monitoring highway issues arising from housing development (3265E): It was noted that work on the site appears to have slowed as Bennett Homes approach the final stages of the housing development. It was highlighted that the one affordable home on the development is still unoccupied. Bennett Homes sought to transfer this property to TDC last summer. The delays in utilising this property for a local family in need is disappointing. WPC conducted a survey in collaboration with the Rural Housing Trust which identified a need for two affordable homes in the village.

F. Parish Council records and filing cabinet (3265F): A locksmith has been arranged to examine the lock.

**ACTION: R. Colley**

G. Harwich Turnpike Road Milestone Marker (3265G): Phillip Cunningham, secretary of the Manningtree Museum, has confirmed a funding application has been made to the Industrial Heritage Group for the replacement of Wrabness marker no 65. WPC has highlighted the proposed location for the Milestone Marker is on highway land and Mr Cunningham is aware he will need to contact ECC. Mr Cunningham, will be giving a talk about the Turnpike Road to The Harwich Society on Friday 31st March 2023.

H. 2023 Parish Litter Pick (3266): Around 26 volunteers attended the Litter Pick. It was noted that there was generally less rubbish along the byways of the parish, however a large amount of litter was collected. A short report will be included in the April village newsletter.

**3282. Coronation Village Celebration (3256):**

a. *Update on the planned events on Sunday 7th May.* The Coronation Celebration was discussed with members of the public during the Annual Assembly prior to the WPC meeting. The details of the event are still being scoped. A treasure hunt is proposed around the village, as well as afternoon tea and community bar events. During the WPC meeting, it was proposed that a commemorative coronation mug should be presented to every child in the village of primary school age or younger. It was noted that the local primary schools may also be doing this, WPC to liaise with the local schools to avoid duplicates. It was proposed, on the assumption that the local schools are not doing the same, to purchase 50 mugs for primary aged children and younger within the village. It was agreed that an alternative item, such as a commemorative spoon, would be purchased if the schools are supplying mugs.

**ACTION: J. Cole / R. Thornton**

b. *Request from the Wrabness Playing Field Association for a grant of £200 to fund the cost of staging the village event, including publicity and prizes for children.* There was discussion on what the grant money would cover including publicity and prizes for children. The grant application was approved.

**3283. Village Green - Bennett Homes:** The builders have confirmed they expect to hand over the public open space to the parish council by the end of June 2023. A liaison meeting was held with the Village Hall Committee to discuss the boundaries between the Hall and the Village Green, access to the site and the management of the land. The Village Hall Committee has agreed to the installation of a gate on the boundary to provide access between the Village Green and the Village Hall for joint events and maintenance purposes. The offer was made if WPC were to purchase a lawn mower, it could be kept in the Village Hall storage building. Volunteers have offered to mow the grass for the time being once the land has transferred to WPC. The cost of the gate to be determined.

**ACTION: R. Colley/ H. Jones**

**3284. Planning Application Update:** The Parish Council has already commented on the following applications to TDC. The current position is summarised below:

A. 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.

B. 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: Pending Application Amended.

C. 22/02056/VOC Land site of former Broadfields Primrose Hill Wrabness CO11 2TZ - Variation of condition 2 (approved plans) of 20/00036/FUL to simplify the new dwelling construction by removing the jettied gables and adding mono pitch roof to bay windows. Status: Approved.

D. 21/01519/FUL - Site 13 East Foreshore Wrabness CO11 2BB - Proposed construction of a new beach chalet on the site of a similar construction destroyed by fire in June 2020. Status: Approved.

**3285 . New Planning Applications:** The Parish Council noted the following applications. Tendring District Council does not consult parish councils on the following categories of application:

A. 23/00295/DISCON Land site of former Broadfields Primrose Hill Wrabness CO11 2TZ - Discharge of conditions 7 (Construction Method Statement) and 9 (Contamination) of planning permission 22/02056/VOC prior to construction of approved new dwelling. Status Approved.

B. 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

**3286. Asset Register:** The WPC Asset Register has been updated to include the new dog waste bin on Wheatsheaf Lane and the parish clerk's USB (64gb) drive. The updated document was received and approved.

**3287. Parish Council Finance:**

a. Banking - *proposed upgrade to online banking:* WPC's current bank, TSB, have confirmed that their on-line account allows signatories to ensure probity. The account can be opened in person by two named members of the current parish council. Following discussion it was agreed to start the process with current signatories.

b. Audit Arrangements - Notification has been received of the 2022/23 external audit requirements through the Annual Governance and Accountability Return (AGAR). The returns are to be submitted online by 30<sup>th</sup> June. This year WPC has been selected as part of the 5% intermediate review sample. It was agreed, if he is able, that Chris Orlop will be appointed as the internal auditor for 2022/2023.

**ACTION: R. Colley**

**3288. Elections 4th May 2023:** Election notices have been displayed by WPC. Polling cards have been issued by TDC. Wrabness Village Hall will be the local polling station. Any outstanding nomination papers are to be handed in person at Clacton Town Hall by appointment by 4<sup>th</sup> April. Nomination appointments should be arranged via email to candidates@tendringdc.gov.uk or a call to 01255 686566. If anyone is bringing several nomination papers into the Town Hall, they may wish to get the candidates to be nominated to give them a signed authorisation.

**3289. Parish and Town Council Resilience Meeting 17<sup>th</sup> May:** It was noted that an invitation has been received from TDC to be represented at this meeting. It was suggested that attendance is decided following the Elections and TDC be so informed.

**ACTION: Parish Clerk**

**3290. Grant application:**

An application was received from J. Cole for a £100 grant towards the annual cost of maintaining the flower display in the telephone Kiosk on Rectory Road. This display is a beautiful feature in the village which often receives compliments. It was Resolved to award the full grant of £100 as requested, on condition that a statement of account be supplied listing the purchases made.

**3291. Any Other Business:**

Information:

- Frinton Festival: The 10th Frinton Festival is taking place from Friday the 26th to Monday the 29th of May. There will be 4 concerts over the weekend. More information can be found at [www.frintonfestival.com](http://www.frintonfestival.com)
- Street Meet: Susanne Groves (PCSO) has informed of an Essex Police 'Street Meet' which will be held at the Wrabness Community Shop on May 13th 2023 between 10 and 11am.

**3292. Reports:**

<i>STATION GARDEN:</i> The Community Rail Partnership official launch of the Wrabness Wildlife Garden took place on Saturday 25th of March. Julia Prigg cut the official ribbon to open the garden.
<i>VILLAGE NEWSLETTER:</i> The next edition of the <i>Wrabness Village Newsletter</i> will be out shortly (W/B 03/04/2023).
<i>FOOTPATHS:</i> WPC are still awaiting a response from TDC on the issues raised.
<i>VILLAGE HALL:</i> The Annual General Meeting (AGM) has taken place. The committee is unchanged.
<i>KIOSK:</i> The grant application was received and approved for £100 to cover the costs for the year.
<i>NEIGHBOURHOOD WATCH:</i> Reports of petty crime being committed including thefts from front gardens. The Wrabness station ticket machine has been trashed along with other ticket machines on the Mayflower Line. Please be vigilant.
<i>FORESHORE:</i> Someone had vandalised Balhaven signs. The graffiti has been cleaned.

**3293. Accounts and monies received:**

RECEIVED	AMOUNT	DISBURSEMENTS	AMOUNT	CQ No.
-	-	Parish Clerk Salary for March 2023	£197.95	1205
-	-	Wrabness Village Hall hire March Meeting	£18.00	1206
-	-	Environment Award Engraving (reimburse R. Colley)	£10.00	1207
-	-	Playing Field Annual Rent	£1.00	1208
-	-	Grant to Playing Field Association for The Coronation Celebration.	£200	1209
-	-	Grant to J. Cole for telephone kiosk annual flower display.	£100	1210

**3294. Confirmation of Account Balances:**

Current Account: Balance as at 1st March £4,556.03  
Deposit Account: Balance as at 19th Feb £6,742.64

Meeting concluded at 9:17pm

**The Annual Parish Meeting will be in the Village Hall at 7.00pm on Wednesday 17th May 2023 and will be followed by the next Parish Council meeting.**

Juliet Bambridge - Wrabness Parish Clerk

Contact Wrabness Parish Council: Email: [wrabness.pparishclerk@gmail.com](mailto:wrabness.pparishclerk@gmail.com) Telephone 07535812543