

## East Donyland Parish Council

Annual Parish Council Meeting – 11<sup>th</sup> May 2017

St Lawrence's School, Rectory Road, Rowhedge starting 6.45pm.

### MINUTES

**Present:** Cllrs Phil George, Richard Helliwell, Anna Appleyard, Peter Case, Doug Clay, Nina Crouchman, Jamie Gledhill, John Rowland; CBC Cllrs Mike Lilley & Lee Scordis; Clerk – Nicki Matthews and 19 members of the public.

The Chairman, Cllr Phil George, opened the meeting at 6.45pm, and offered his congratulations to County Cllrs Bentley and Scordis on their election. PG also thanked all those who attended the parish assembly, and noted that the recipients of the community awards have now chosen the organisations to receive donations on their behalf – the East Donyland Parochial Church Council, Rowhedge Juniors Football Club, and Rowhedge Youth Group.

**20/17 To elect a Chairman for the ensuing year and for the newly appointed Chairman to sign the declaration of acceptance of office:** PG noted that Cllr Tony Pullon has resigned from the council, and thanked him for all his hard work as one of the longest serving members. RH nominated Cllr George to continue as Chairman, PC 2<sup>nd</sup> – all agreed. PG signed the declaration.

**21/17 To elect a Vice Chairman for the ensuing year and for the newly appointed Vice Chairman to sign the declaration of acceptance of office:** DC nominated Cllr Helliwell to continue as Vice Chairman, PG 2<sup>nd</sup> – all agreed. RH signed the declaration.

**22/17 To receive and accept apologies and to note absences:** none.

**23/17 To minute pecuniary & non-pecuniary interests of members relating to items on the agenda:** NC – pecuniary item 35/17; DC – non-pecuniary items 27/17 & 32/17; PG – non-pecuniary item 28/17ii); RH – non-pecuniary item 28/17ii)

**24/17 To approve the minutes of the meeting held on 13<sup>th</sup> April 2017:** The minutes were proposed as correct by RH; 2<sup>nd</sup> DC – all agreed; minutes approved.

**25/17 Have your say! The Chairman will close the meeting for a max.15 minutes to ask members of the public to speak on any matters relevant to parish business:**

The following issues and questions were raised:

- Item 32/17 – K Hughes, Chair of RJFC, spoke in support of the application to extend the facilities.
- Item 31/17 – concerns raised regarding:
  - » Contents of supporting documentation re proposed location of bridge and ancillary car park on new wharf development green space
  - » Cost of feasibility study – could Bloor be asked to contribute?
  - » Whether there is public support evidenced in the village plan survey
  - » Planning considerations including environmental impact
- Item 30/17 – range of comments:
  - » Support for idea - would encourage use of buses
  - » Could the turning circle be used as a shelter site instead if one is needed?
  - » High cost for a facility that is not well used – only serves approx. 30 houses, not value for money
  - » Current congestion issues with buses waiting on Rectory Rd due to no waiting at the turning circle
  - » Consider infrastructure for possible Business Park development – could be funded by S106?
  - » Concern re visibility/safety for residents using driveways if shelter installed
- 20mph campaign – is there an update? Advised it is with ECC at present, awaiting feedback.
- Gate in Rec nr woods – currently off hinges, motorbikes have been using the Rec. To be referred to Maintenance Committee.

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- Bus shelter on Shipyard Corner – concern re possible improvements and impact on width of path if a seat is introduced. Need to look at siting of flag, line painting and raised kerbs as well.
- Parking – concern raised re parking near new double yellow lines outside surgery on Rectory Rd.
- Fencing area in Rec for dogs – what will the impact be? Advised no decision made on this yet, only at research stage, has been suggested as an option to help reduce dog issues on the Rec.

**26/17 To receive and note reports from**

- i) County Councillor, Kevin Bentley – absent, no report.
- ii) CBC Councillors Mike Lilley/Lee Scordis:
  - Dogs – CBC have increased fines for fouling to £100 and will be using wardens to target problem times/areas. If there is no improvement, CBC plan to increase fines further, and look into penalties for owners not carrying dog bags / DNA testing. Please report any individual culprits to ML.
  - Refuse – please go to the roadshow on the 26<sup>th</sup> May and ask questions.
  - Footbridge – ML understood the proposal was for a footbridge sited near the stile on the towpath, not as in the documentation.
  - Bus shelter – ML not in favour of the proposal; if the Business Park development goes ahead it may change the bus route / service so better to wait. Also concern re seats blocking paths for wheelchair users. NB the turning circle is not a stopping point and has never been.
  - Football Club – ML supports the expansion proposals, the pavilion is in need of rebuilding.
  - 20mph – LS to speak to Cllr Bentley and try and push forward at ECC.
- iii) Clerk – noted; there has also been a donation of £229.29 made to EDPC from a defunct organisation called Rowhedge Youth (not current youth group) to be used to benefit young people in the village.
- iv) Village Bus Representative – Elizabeth Trellis: the pick up at the Co-op Bank stop in the High St is to be reinstated. PG congratulated ET on achieving this after much campaigning. A new timetable is being published shortly, with the 66a moving to an hourly service.
- v) Rowhedge Residents' Association – Trisha Curran: hoping to hold Open Gardens on 4<sup>th</sup> June, but need more participants, please contact TC. Date for AGM to be confirmed.

**27/17 To agree the payments list already checked by Cllrs Pullon & Clay and bank reconciliation statements at 31.03.17:** NC proposed the payments be agreed, PC 2<sup>nd</sup> – all agreed.  
*Action – the Clerk.*

**28/17 To note the draft minutes (attached) from the Maintenance Committee 19th April, and to consider any proposals/recommendations arising:** noted.

- i) **To agree the councillors who will be members of the Committee for the following year:**  
It was agreed that Cllrs Crouchman, Clay, Case, George, Helliwell, Gledhill & Rowland will form the committee.
- ii) **To recommend that the Council award the 2017-20 green maintenance contract to SAM Ltd (refer attached):** RH proposed the recommendation be approved; JR 2<sup>nd</sup> – all agreed. *Action – the Clerk*

**29/17 To note the draft minutes (attached) from the Finance & Personnel Committee 3rd May, and to consider any proposals/recommendations arising:** noted.

- i) **To agree the councillors who will be members of the Committee for the following year:**  
It was agreed that Cllrs Appleyard, Helliwell, George, Clay & Crouchman will form the committee.
- ii) **To recommend that the Council approve the Annual Governance Statement for the year ending 31.3.17 (refer attached):** PG proposed the statement be approved; RH 2<sup>nd</sup> – all agreed.

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iii) **To recommend that the Council approve the Accounting Statements for the year ending 31.3.17 (refer attached):** RH proposed the statements be approved; DC 2<sup>nd</sup> – all agreed.

**30/17 To consider a proposal from Cllr Pullon to install a bus shelter at the stop at the top of Rectory Rd:** PG agreed to put forward this proposal following Cllr Pullon's resignation. Cllrs considered the comments raised in item 25/17 and the estimated costs; following a brief discussion the proposal was not seconded and therefore was dismissed.

**31/17 To consider a request from John Niland that the parish council apply to the Local Highways Panel for a feasibility study for a foot and cycle bridge between Rowhedge and Wivenhoe (refer attached supporting documentation):** JR declared a non-pecuniary interest in this item having provided initial assistance to J Niland in compiling evidence in support of this project. JR noted that he understood the report circulated as supporting documentation is not indicative of a specific proposal, but is background reading only. The project was originally submitted to the LHP for funding but has stalled, and now J Niland is seeking the parish council to take it forward via the LHP. Cllrs noted a lack of clarity regarding the exact proposal and concern regarding the supporting documentation. It was agreed to defer a decision pending clarification of the request by J Niland. *Action – the Clerk.*

**32/17 To consider a request from Rowhedge Juniors Football Club for permission to expand their facility by installing two modular buildings adjacent to the pavilion (refer attached letter and site plan):** Cllrs noted their support for the club's development, and that the proposed area for the containers is currently unused and overgrown. CCTV is already in place and the request is to extend coverage only. PC proposed that the council support the club by giving permission for the expansion as per the site plan, on the basis that the club install screening around the containers to soften the visual impact, and that any required planning permissions are obtained. RH 2<sup>nd</sup> – all agreed. ML to check planning restrictions and advise club as necessary. *Action – Cllr Lilley.*

**33/17 To agree and adopt the draft Equality & Diversity Policy (refer attached):** The improved wording was noted. PG proposed the draft policy be agreed and adopted; RH 2<sup>nd</sup> – all agreed.

**34/17 To deal with matters arising from the previous Council minutes not dealt with elsewhere in this agenda (refer Action List):** No matters arising requiring discussion.

**35/17 To discuss planning applications and note decision papers as listed: *Action – the Clerk***

i) **Planning application 171051: 33 Hillview Close; proposed loft conversion with new dormer, roof lanterns above existing flat roof, render and cladding to front elevations and associated works:** PG proposed the council makes no comment; JR 2<sup>nd</sup> – all agreed.

Part 1 of the meeting closed at 8.00pm.