

**East Donyland Parish Council**  
Full Parish Council Meeting – 9<sup>th</sup> March 2017  
St Lawrence’s School, Rectory Road, Rowhedge starting 7.00pm.  
**MINUTES**

**Present:** Cllrs Phil George, Richard Helliwell, Anna Appleyard, Peter Case, Doug Clay, Nina Crouchman, Jamie Gledhill, Tony Pullon, John Rowland; CBC Cllr Mike Lilley; Clerk – Nicki Matthews and 15 members of the public.

The Chairman, Cllr Phil George, opened the meeting at 7pm, welcoming Cllr Gledhill to his first meeting and inviting everyone to the weeding event at the Heath Rd garden, Sat 11<sup>th</sup> March at 10am. He also confirmed that the Gladman planning application for Battleswick Farm has been rejected by CBC without the need to go to Planning Committee.

**180/16 To receive and accept apologies and to note absences:** Apologies received from Ward Cllrs Scordis & Fox [apologies also received from ECC Cllr Kevin Bentley following the meeting].

**181/16 To minute pecuniary & non-pecuniary interests of members relating to items on the agenda:** NC – non-pecuniary item 189/16; PC – non-pecuniary item 189/16; RH – non-pecuniary item 195/16 ii); TP – non-pecuniary item 195/16 i)

**182/16 To approve the minutes of the meeting held on 9<sup>th</sup> February 2017:** The minutes were proposed as correct by PG, 2<sup>nd</sup> NC – all agreed; minutes approved.

**183/16 Have your say! The Chairman will allocate a max.15 minutes to ask members of the public to speak (max. 3 minutes each) on any matters relevant to parish business:**

The following issues and questions were raised:

- Item 186/16 – support for tennis net storage.
- Item 188/16 – could Bloor be asked to contribute towards the cost of new bins?
- Item 189/16 – concerns regarding reducing the green space further, possible clashes with events, impact on the heritage hut operation. Suggestion that existing benches provide sufficient seating for takeaway users, or use of hardstanding could be shared with RCRC.
- Item 191/16 – concern about destroying a historic site.
- Item 192/16 – it was noted that the defibrillator at the Co-op is currently out of use.
- Item 194/16 – query on progress re interpretation panels, burial ground database and footpaths.
- Item 196/16 – request that the council and community support this project as it is an important historic building in the village and has great potential.
- Item 197/16 – why is this in part 2? Advised it is for data security reasons.
- 20mph campaign – any progress? To be referred to Cllrs Scordis & Bentley.
- Wharf development – request for funding assistance from the council for the welcome pack. Thanks from a new resident for their warm welcome to the village. Concern raised re the increase in traffic at the Fingringhoe Rd junction – to be referred to Essex Highways again.
- Dog bag dispensers – try different bags as the current ones are hard to take one at a time?
- Footpath near Carlton Court – issue re dog fouling, install sign about penalty fines on bin.

**184/16 To receive and note reports from**

- i) County Councillor, Kevin Bentley – apologies received after the meeting, no report.
- ii) CBC Councillor Mike Lilley:
  - Fingringhoe Rd junction – the recent crash there may increase the chance of action being taken. Please report any other incidents to EDPC/ML. Will raise again with ECC.
  - Battleswick – the application was refused in part because Gladman failed to submit required survey reports. They have 6 months to appeal the decision, but we are in a better position now because the development has been rejected by the Local Plan

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Committee, Planning officers, and there is interest in the site from Historic England. If Gladman do appeal, CBC can defend their position and EDPC can have input.

- Locality budget – ML has successfully put in a bid for £2,000 funding for festive lighting/ in Rowhedge; suggest that the switch on be organised in conjunction with the school.
- iii) Clerk – noted.
- iv) Village Bus Representative – Elizabeth Trellis: the town centre stop which is to be reinstated in May is the High St stop, not the Queen St one. Ongoing issue with buses being left unattended by drivers on Military Rd, ET has reported.
- v) Rowhedge Residents’ Association – Trisha Curran:
- RRA are very pleased with the result of the Gladman application.
  - Thanks to all who attended the fundraising quiz in February.
  - 20mph campaign – awaiting further information from Cllr Bentley
  - Open Gardens event on 5<sup>th</sup> June – all participants welcome.

**185/16 To agree the payments list already checked by Cllrs Pullon & Clay:** RH proposed the payments to be correct, 2nd NC - all agreed. *Action – the Clerk.*

**186/16 To note the draft minutes from the Maintenance Committee 16<sup>th</sup> February, and to consider a proposal from Cllr George that Cllr Gledhill joins the Maintenance Committee:** Noted. PG proposed that JG join the committee; RH 2<sup>nd</sup> – all agreed.

**187/16 To receive a letter from M Mason (attached) regarding the health and wellbeing classes, expressing her appreciation and requesting that they be continued:** PG expressed the council’s thanks for the letter and positive feedback. It was noted that £1,500 funding had been used to enable the classes to run for 6 months, and that they have been very beneficial to those who participated, with regard to social interaction as well as mental and physical wellbeing. The number of participants may have been restricted in part by the timing of the classes, and it was agreed that the council should seek to assist the tutor in continuing the classes, but at a lower cost to the parish.

**188/16 To receive a request from S Allen that new litter bins be installed at the end of Thanet Walk and the end of the High St near the new wharf development:** It was noted that the parish council do not own land at these proposed sites, so permission would be required. It was agreed to investigate this further and then refer the matter back to council. *Action – the Clerk.*

**189/16 To receive a request from R Lock of the Jam Jar Café to lease space on Lion Quay to provide tables and chairs for their customers (refer attached letter):** The comments made under item 183/16 were discussed including the number of benches already on the quay. The council agreed that the Jam Jar is a positive asset for the village, but noted concerns regarding space and potential impact on the heritage hut operations. The idea of shared use of the hard standing was raised but that area is already leased to the RCRC. Further details submitted by the Jam Jar café were discussed, including environmentally friendly containers etc. PG proposed that the council thank the Jam Jar owners for their request and wish them success with their business, but does not grant a lease at this time. RH 2<sup>nd</sup> – agreed by majority vote. *Action – the Clerk.*

**190/16 To receive an update and proposal from Cllr Helliwell regarding the potential construction of a footpath alongside the Hard:** to be deferred until next meeting as costings have only just been received and need clarifying. Proposal withdrawn.

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**191/16** To receive a proposal from Cllr Rowland that the council look into the feasibility of extending Pearson's Quay all the way across to the Anchor public house and back-fill it to create more green space, and add a floating pontoon down the length of both quays for mooring boats: JR noted the comments made under item 183/16; proposal withdrawn.

**192/16** To receive a request from G Randall that a second village defibrillator be purchased and installed near the Recreation Ground, possibly outside the Village Hall: The estimated cost of a defibrillator in an external cabinet is £2,000 plus installation - would need to ensure the selected equipment is appropriate for paediatric use. Ongoing maintenance requirements, costs and legal issues need further investigation. DC noted that the Football Club would be prepared to have it installed on the pavilion and that a recent death elsewhere in Essex of a young player could potentially have been prevented if this type of equipment had been available. It was agreed that a report including costings should be presented to the next meeting. *Action – the Clerk*

**193/16** To review the following documents (refer attached) as part of the annual policy and procedure review process:

- i) Communication & PR Policy
- ii) Payments Policy
- iii) Purchase Order Policy:

No amendments suggested to the policies agreed last year. PG proposed these be approved; TP 2<sup>nd</sup> – all agreed.

**194/16** To deal with matters arising from the previous Council minutes not dealt with elsewhere in this agenda (*refer Action List*): Noted; the Clerk hopes to achieve installation of the interpretation panels by summer, subject to incoming workload.

**195/16** To discuss planning applications and note decision papers as listed: *Action – the Clerk*

- i) **Planning application 170484: 4 Church Hill; two storey rear extension, internal alterations and porch:** PG proposed the council comments on this application with no objections; PC 2<sup>nd</sup> – all agreed.
- ii) **Planning application 170455: 107 Hillview Close; proposed single storey rear extension:** PG proposed the council comments on this application with no objections; JR 2<sup>nd</sup> – all agreed.

Part 1 of the meeting closed at 8.04pm.

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**Part 2 - Closed to the press and public due to the commercial sensitivity and/or confidentiality of the items under discussion**

**196/16 To consider the report received from Fenn Wright regarding the Pump House and agree methodology for the public consultation on funding the potential purchase (refer attached):** Councillors discussed the findings of the survey and estimated rebuild costs, which when added to the purchase and fit-out price, give an estimated total £300,000 project costs. The possibility of setting up a holding company and/or working with partners to enable funds to be raised through grant applications was considered, and it was noted that the initial purchase loan of £120,000 would still be required. It was agreed that a valuation of the property is needed to determine whether it is a good investment at that price. Following further discussion of various options, TP proposed that the council should:

- i) Contact Fenn Wright for a valuation of the property as it stands
- ii) Carry out a simple door-drop consultation to determine whether the community is in support of the project, how they would want the building to be used, and whether they are in favour of the council borrowing funds for the purchase of the property, based on a total estimated project cost of £300,000.

JR 2<sup>nd</sup> – agreed by majority vote. *Action – the Clerk*

**197/16 To review the council’s IT Policy as part of the annual policy and procedure review process (refer attached):** No changes proposed. PG proposed it be approved; RH 2<sup>nd</sup> – all agreed.

The meeting closed at 8.47pm.

Agreed as a true record.

Signed: ..... Date: .....

Chairman