

**East Donyland Parish Council**  
Full Parish Council Meeting – 13<sup>th</sup> April 2017  
St Lawrence’s School, Rectory Road, Rowhedge starting 7.00pm.  
**MINUTES**

**Present:** Cllrs Richard Helliwell, Anna Appleyard, Peter Case, Doug Clay, Nina Crouchman, Jamie Gledhill, Tony Pullon, John Rowland; ECC Cllr Kevin Bentley; CBC Officer Gary Cole; Clerk – Nicki Matthews and 12 members of the public.

The Vice Chairman, Cllr Richard Helliwell, opened the meeting at 7pm, and thanked all those who had participated in the silt and mud clearance at the ferry hard on the 2<sup>nd</sup> April.

**01/17 To receive and accept apologies and to note absences:** Apologies received from Cllr George.

**02/17 To minute pecuniary & non-pecuniary interests of members relating to items on the agenda:** NC – non-pecuniary item 11/17; RH – non-pecuniary items 7a/17 & 19/17, pecuniary 7b/17; TP – non-pecuniary item 19/17

**03/17 To approve the minutes of the meeting held on 9th March 2017:** The minutes were proposed as correct by TP, 2nd JR – all agreed; minutes approved.

**04/17 To receive a presentation from the CBC Recycling Zone Warden about the new waste and recycling initiatives for 2017:** G Cole summarised the changes approved by CBC on 20.12.16 which will come into effect in June 2017:

- Fortnightly black bag collections, max 3 bags per collection
- Some areas in the borough will have wheelie bins, but not Rowhedge
- Free clear sacks will be delivered in May, but there are no longer free black sacks
- Garden waste bags will become free from June onwards
- A second optional green box is available if residents wish to separate glass and cans
- Communal flat collections and all other recycling collections remain unchanged

The aim of these changes is to increase recycling and reduce landfill. Some exemptions from the 3 bag rule will apply and residents will need to apply online for this. GC took questions from the public. There will be a roadshow event on 26<sup>th</sup> May on Lion Quay to provide residents with more information.

RH proposed that item 07a/17 be moved up the agenda – all agreed.

**07a/17 To consider the outcome of the feasibility report from the LHP regarding a cycleway along Rowhedge Rd, and the 5 options for achieving this (previously circulated), and agree the parish council’s preferred option. To note that each option costs in excess of £400,000 and therefore cannot be delivered by the LHP but a proposal could be submitted to the Major Projects team:** KB outlined the options, and explained that the parish council need to determine which of these options they would like a feasibility study carried out for, if any. Questions were raised regarding compulsory land purchase, how a cycle path could impact on any future proposed development, and the high costs of each option. KB advised that this money is ringfenced for such schemes, so if not spent here would be used for a similar scheme elsewhere in the county. It was noted that the sea wall is too narrow to be developed as a cycle path. Following a discussion of the issues, JG proposed that the parish council requests a feasibility study on option 4, for a new cycle-only path in the fields on the eastern side of the road; PC 2<sup>nd</sup> – all agreed. KB to write to LHP with decision. *Action - KB*

**05/17 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:

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- Item 10/17 – noted it was previously known as the John Brunning Way, there is no longer any contact with the family.
- Item 11/17 – concerns raised that if one business is allowed to advertise others would have to be allowed as well, this could be an eyesore. The owner of the Jam Jar clarified that the request was not for a permanent banner, but for a sign which could be put out and taken in each day.
- Item 12/17 – suggested that the council consider a policy tailored to local needs rather than using a generic template.
- Item 18/17 – not all residents received the questionnaires. Concern raised re the high costs of this project and potential borrowing involved.
- Colne Life – please could extra copies be held in the parish council office.
- Festive lights – are CBC supporting this non-essential energy use? Advised yes, £2,000 funding received from CBC towards purchase of lights, will be LED low energy lighting.
- Three Crowns – can this property be added to the register of protected community assets? Advised no, as it is private property and not accessible to the community it does not qualify.
- Cigarette butts near Anchor pub – please can a request be sent to the landlord to install a box for disposal?
- Bus stop seats – good, but not long enough.
- Events – suggested homemade kite event, possibly link to Strawberry Fayre?
- Parking – concern raised re commercial vehicles and the junction of Taylors Rd / Colne Rise. Advised no action can be taken re commercial vehicles that are legally parked. ECC will shortly be installing yellow lines on the junction in question.

**06/17 To receive and note reports from**

- i) County Councillor, Kevin Bentley – yellow lines and kerbstone repairs underway.
- ii) CBC Councillor Mike Lilley: absent, no report.
- iii) Clerk – noted.
- iv) Village Bus Representative – Elizabeth Trellis: nothing to report.
- v) Rowhedge Residents’ Association – Trisha Curran: absent, no report.

**7b/17 To agree the payments list already checked by Cllrs Pullon & Clay and a transfer of £450 from the current account to the prepaid debit card account:** RH left the room. NC proposed the payments be agreed, JR 2<sup>nd</sup> – all agreed. RH re-joined the meeting. JR proposed the transfer be agreed, TP 2<sup>nd</sup> - all agreed. *Action – the Clerk.*

**08/17 To note the draft minutes from the Finance & Personnel Committee 22<sup>nd</sup> March, and to consider any proposal/recommendations arising:** Noted.

**09/17 To receive a request from Sapphire Property Management that the parish council adopt the waterfront along Thanet Walk (refer attached letter):** RH proposed that the council thank Sapphire for their offer but decline; TP 2<sup>nd</sup> – all agreed. *Action – the Clerk*

**10/17 To consider a proposal from Cllr Pullon to seek external funding of up to £10,000 for improvement works to the footpath between Fingringhoe and Rowhedge:** TP met with the ECC footpaths officer and walked the route, identifying a number of areas where there are surfacing issues. It is a well-used route, and the ECC officer estimated £5-10,000 would be required to carry out works to improve the surfacing in the identified areas. ECC have indicated that they would not fund these works, so EDPC would need to fund it themselves or obtain external funding. It was noted that there is £25,000

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allocated in the Hills S106 funding to be used to improve this footpath route. Need to clarify whether this would be forfeited if EDPC improve the route independently. *Action – the Clerk*

**11/17 To receive a request from the Jam Jar café to place a banner advertising the café on the pontoon walkway:** Amended in light of the owner’s comments in item 05/17 to consider a request for an A-frame board to be displayed only when the café is open. Issues were raised relating to the possible profusion of signs if all businesses were to apply for similar rights, and competition with the hut etc. Following a discussion, JR proposed that as a new business the Jam Jar be allowed to display an A-frame near the pontoon for a period of 6 months after which it should be reviewed. The sign must not impede the footpath. AA 2<sup>nd</sup> – agreed by majority vote.

**12/17 To consider adopting an Equality & Diversity Policy (refer example attached):** the example circulated is a template being used by a number of parish councils. It mirrors the 2010 Equality legislation but in a simpler format. There is no requirement for the council to adopt a policy other than one for employment which is already in place, but it could be good practice. It was agreed it needs to be carefully worded – NM to research further and present a final draft to council for consideration. *Action – the Clerk*

**13/17 To consider the quotes received for a second community defibrillator, potential locations and maintenance issues:** Following a discussion about location, daily checks and concerns regarding vandalism, RH proposed that the council purchase a defibrillator from the East of England Ambulance Service to be installed on the outside of the Football Club pavilion, at a maximum total cost of £2,100 + VAT. TP 2<sup>nd</sup> – all agreed. *Action – the Clerk*

**14/17 To note the completed review of EDPC’s internal controls at 31.03.17 (refer attached):** Noted.

**15/17 To note the expiry of the existing maintenance contract and the tender process for renewing or replacing this contract:** Noted.

**16/17 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.

- 17/17 To discuss planning applications and note decision papers as listed:** *Action – the Clerk*
- i) Planning application 170541: 17 Colne Rise; front porch extension and a double storey side extension:** RH proposed the council comments on this application with no objections; JR 2<sup>nd</sup> – all agreed.
  - ii) Planning application 170766: 28 Colne Rise; proposed rear extension:** RH proposed the council comments on this application with no objections; JR 2<sup>nd</sup> – all agreed.

Part 1 of the meeting closed at 8.15pm.

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Agreed as a true record.

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