

## **EIGHT ASH GREEN PARISH COUNCIL**

Minutes of the meeting held at the Eight Ash Green Village Hall, Spring Lane, Eight Ash Green on Wednesday 19<sup>th</sup> May 2021 at 7.30pm.

Present: Cllr Alan Bilby  
Cllr Tina Morgan  
Cllr Dean Nokes  
Cllr Alan Tolfrey (Chairman)  
Cllr Christine Willetts

CBC Ward Councillor Dennis Willetts also attended.

There were five members of the public in attendance.

### **1-21/22 Election of Chairman**

Cllr Alan Tolfrey was elected unanimously as Chairman and signed the Declaration of Acceptance of Office.

### **2-21/22 Election of Vice-Chairman**

This Item was deferred.

### **3-21/22 To receive Apologies for Absence and confirm acceptance of those apologies– All apologies should be sent through the Clerk**

Cllr Jardine had sent apologies for the meeting and acceptance of his apologies was confirmed.

### **4-21/22 Declaration of Interests**

There were no Declarations of Interest.

### **5-21/22 Public Participation**

Mr Chambers from the EAG Cricket Club said play had begun at the end of April. He said youth training had begun on 1<sup>st</sup> May 2021. He said all were undertaken following Essex Cricket Board guidelines and that for instance, no-one was allowed in the clubhouse except to use the toilets. He said for all levels of training social distancing guidelines were being followed and there were no plans to change any guidelines at the moment.

He said the heath had been very wet but with four weeks of no rain the ruts had been caked in. He said therefore the club was hoping to use the roller to

Signed \_\_\_\_\_  
Cllr A. Tolfrey, Chairman

improve the surface. He said there were many people wanting to play and fingers were crossed for the summer.

**6-21/22 To agree as a true record the minutes of the meeting of the Parish Council held on Wednesday 10<sup>th</sup> March 2021**

The minutes of the meeting of the Parish Council held on Wednesday 10<sup>th</sup> March 2021 were agreed as a true record and signed by the Chairman.

**7-21/22 Report from the County and Borough Councillors: Report from County Councillor and Ward Councillors, if present.**

Cllr Dennis Willetts said his fellow ward councillors sent their apologies as they were on CBC Planning training.

He referred to the Bellway development and said that the developers had been amenable to the proposed link road and had designed the development around this. He said they had also agreed to provide a road suitable for HGVs through the development, and to widen the junction onto the A1124 to accommodate 2 HGVs turning at the same time. He said the suggested "ghost" junction and other measures including additional signage would need to be done via the normal community funding channels ie either Essex Highways or the Parish Council itself. He said he did not envisage Bellway funding widening of the A1124 and the cost of widening would have to be met by Essex Highways or the Parish Council. He said evidence for a protected junction would need to be given and a substantial case built for the usual County Council funding programme. He suggested the Local Highways Panel for smaller schemes such as additional signage. He said he was of the opinion that it would be best to start these applications as soon as possible.

**8-21/22 To review and adopt the following:**

- i) Standing Orders**
- ii) Financial Regulations**
- iii) Complaints Procedure**
- iv) Bullying and Harassment Policy**
- v) Communications Policy**
- vi) Complaints Procedure**
- vii) Disciplinary and Grievance Procedure**
- viii) Equal Opportunities Policy**
- ix) Expenses Policy**
- x) Health and Safety Policy**
- xi) Publications Policy**
- xii) Memorials Policy**

The above policies were reviewed and adopted en bloc.

Signed \_\_\_\_\_  
Cllr A. Tolfrey, Chairman

**9-21/22 To appoint three councillors to the Complaints Committee**

It was agreed to appoint Cllrs Morgan, Nokes and Tolfrey to the Complaints Committee.

**10-21/22 To review the inventory of land and assets of the Parish Council**

The inventory of land and assets of the Parish Council was reviewed.

It was noted that all documents regarding title to Parish Council land should be scanned and added to the Parish Council website.

The Clerk said she would add the purchase price of the PA system to the Asset Register.

**11-21/22 To confirm arrangements for the Council's insurance cover in respect of all insured risks**

The arrangements for the Council's insurance cover in respect of all insured risks were confirmed.

**12-21/21 To review and confirm the Council's subscription to the following bodies:**

- i) NALC/EALC
- ii) Open Spaces Society
- iii) RCCE
- iv) CALC

**13-21/22 To review the Council's policies, procedures and practices in respect of its obligation under Freedom of Information and Data Protection legislation.**

The Council's policies, procedures and practices in respect of its obligation under Freedom of Information and Data Protection legislation were reviewed.

**14-21/22 To review the Council's employment policies and procedures.**

The Council's employment policies and procedures were reviewed.

**15-21/22 To agree the time, place and dates of ordinary meetings of the Council as follows:**

**9<sup>th</sup> June 2021, 14<sup>th</sup> July 2021, 8<sup>th</sup> September 2021, 13<sup>th</sup> October 2021, 10<sup>th</sup> November 2021, 12<sup>th</sup> January 2022, 9<sup>th</sup> February 2022, 9<sup>th</sup> March 2022, 13<sup>th</sup> April 2022, 11<sup>th</sup> May 2022 (Annual Meeting of the Council) at 7.30pm, at the**

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Cllr A. Tolfrey, Chairman

**Eight Ash Green Village Hall, Spring Lane, Eight Ash Green, Colchester CO6 3QF**

The time, place and dates of ordinary meetings of the Council for the coming year were agreed as above.

**16-21/22 To agree the Parish Council response to planning applications received from Colchester Borough Council and to note decisions made on previous applications**

**211253 - Land adj, 2 & 3 Wood Lane, Fordham Heath Colchester CO3 9TP - Proposed single storey dwelling**

**It was agreed to object to this application as follows:**

The applicant has existing planning permission for a two-storey dwelling on the south side of this plot, (201701), which has removed some parking provision for the three existing cottages already on the site. (Nos 1-3 Wood Lane). The applicant has therefore provided two new parking spaces for each cottage as part of this application.

Cars accessing the proposed bungalow would have difficulty squeezing past the car parking spaces for no 3 Wood Lane. The proposed site for the bungalow is far too small and awkwardly shaped to take a dwelling with appropriate car parking and turning facilities. The parking arrangements at the proposed new build, with one car directly behind the other in a narrow gap, leaves no space for turning or manoeuvring on site, where one car would need to be removed to access the other. These extra car movements would create additional safety issues for the parking provision at no 3 Wood Lane.

The 3 existing cottages on this plot will both overshadow and overlook the proposed bungalow as will the 2-storey house to be constructed on the site. This is contrary to our village design guide VDG5.

It is also contrary to the CBC supplementary planning guide – back land and infill point 3.6 - Tandem Development - where any new build infilling behind existing dwellings should not have any adverse impact from noise and nuisance to existing residents including from car movements.

If CBC is mindful to approve this application, please note that the EAG Neighbourhood Plan stipulates that any new build dwelling in the village, before any occupation, should be connected to a fast internet service and have provision for the charging of electric cars in the interest of sustainability.

Signed \_\_\_\_\_  
Cllr A. Tolfrey, Chairman

**211311 - The Orchard, Foxes Lane, Eight Ash Green CO3 8NG - Application for variation of a condition 5 following grant of planning permission COL/98/1681**

The Council noted that this condition no longer applies as the applicant has informed CBC that they have not been involved in agriculture for the last 10 years. A certificate of lawfulness was therefore granted, and removal of this condition is to verify this decision.

The Council therefore had no comment to make on the application.

**Planning Decisions**

210691 - Hunters Lodge, Blind Lane, Eight Ash Green Colchester CO6 3QD - Proposed demolition of existing double garage. Proposed new two storey extension at existing garage footprint with a new two storey link to the existing dwelling. Proposed double garage and storage area on ground floor; gym and shower room on the first floor – **Permission granted, 3 conditions, 6<sup>th</sup> May 2021**

210563 - 1b Post Office Cottages, Halstead Road, Eight Ash Green Colchester CO6 3QH - Second Floor Extension -

**17-21/22 Heaths and Greens**

- a) **To consider and possibly agree to allow Walking Rugby's request to use the heath for fortnightly sessions**

It was agreed to allow Walking Rugby's request to use the heath for fortnightly sessions.

- b) **To consider and possibly agree to allow access across Parish Council land from Seven Star Green on Saturday 28<sup>th</sup> August 2021.**

It was agreed to allow access across Parish Council land from Seven Star Green on Saturday 28<sup>th</sup> August 2021.

- c) **To consider and possibly agree to purchase signs to advise no parking along the Bridleway**

It was agreed to purchase signs to advise no parking along the Bridleway.

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Cllr A. Tolfrey, Chairman

The Council noted that the Bridleway sign at the top of the allotments had been demolished. It was noted that the sign could be replaced for £50/60.

Mr Winterbourne said that the Council's contractor for maintenance of the Play Area had requested a set of keys to provide access to the heath. It was agreed that a key would be provided and Mr Winterbourne said he would speak to the contractor to arrange this.

It was noted that access would be allowed to Anglian Water on 7<sup>th</sup> June 2021.

Mr Winterbourne said that it would soon be time to walk the perimeter of the heath and check the ditches. He said Will Ralph would soon cut the verges and hang the gate in the Parish Field.

He referred to the pollution in the pond at Daisy Green. The Clerk said she would chase this with the Environment Agency.

He said the bird and bat boxes ordered following a grant from the CBC Locality Fund had been delivered and would soon be in place.

He said Volunteer Days would take place on 16<sup>th</sup> October 2021 and 26<sup>th</sup> February 2022, with a potential third on 20<sup>th</sup> November 2021 depending on work to be done.

The Clerk said the Play Area Inspection Report had been received that day and would be circulated to Councillors.

## 18-21/22

### Accounts & Payments:

- a) Statement of Accounts to be circulated prior to the meeting
- b) Approve cheques for signature in accordance with 2021/22 Budget (Invoices Sheet) – to be circulated at the meeting.

The Statement of Accounts had been circulated prior to the meeting.

Cheques were approved for signature as follows:

Stour Valley Tree Services	Maintenance	£150.00
Playquip	Play Area Maintenance	£78.00
K. Winterbourne	Bat/bird boxes	£226.86
Playsafety	Play Area inspection	£99.00
Various	Staff costs	£687.02
K. Kane	Expenses – Zoom	£14.39
EALC	Training	£156.69
Wave	Water – allotments	£45.05
Green Square	Covid Memorial Plaque	£288.00

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Cllr A. Tolfrey, Chairman

Stour Valley Tree Services	Play Area Maintenance	£50.00
Wave	Water – Allotments	£188.00
K. Kane	Expenses – Zoom	£14.39
Various	Staff costs	£659.47
Colchester Borough Council	Streetlight electricity	£388.66
EALC/NALC	Subscription renewal	£449.68
A & J Lighting	Streetlight maintenance	£1763.70

**19-21/22 To receive reports from Councillors**

Cllr Bilby said he had spoken to the Council's streetlight contractors who had confirmed that the new lamps had the same luminescence as the old ones. He said he would suggest that the new bulbs should remain in place for the safety of pedestrians.

**20-21/22 Date of Next Planned Meeting: Wednesday 9<sup>th</sup> June 2021 at 7.30pm.**

The meeting closed at 8.33pm.

Signed \_\_\_\_\_  
Cllr A. Tolfrey, Chairman