

Aldham Parish Council

Minutes of Aldham Parish Council meeting held on Tuesday 7th July 2020 at 7.30 P.M via Zoom

- Present:** Cllr Jackie Daines (Chairman), Cllr Chris Hall, , Cllr Andrew D'Angibau, Cllr Adam Scott, CBC Dennis Willetts, & CBC Brian Jarvis. The Clerk, Mr G. Walkingshaw and 2 residents.
- 20/35 Election of Chairman (sign Declaration of Acceptance of Office)**
Jackie Daines signed the Declaration of Acceptance of Office. **RESOLVED**
- 20/36 Welcome and apologies for absence**
Apologies were received from Cllr Brenda Brown, Cllr Ann Honeyball & CBC Lewis Barber
- 20/37 Declaration of Members interests**
None
- 20/38 Resignation of Parish Councillor Carol Itak**
The Chairman accepted Carol's resignation and expressed how grateful the Parish Council was for all her hard work and effort during her time as a councillor. **RESOLVED**
- 20/39 Co-option of Parish Councillor**
Tory Cook presented her case for co-option to the Parish Council, which was followed by Alan Knott presenting his case for co-option. The Parish Council voted 3-1 in favour of co-option of Tory Cook. Tory Cook was co-opted onto the Parish Council and joined the meeting as a councillor. **RESOLVED**
- 20/40 Election of Vice Chairman**
Chris Hall was elected Vice-Chairman of the Parish Council. **RESOLVED**
- 20/41 Election of Councillors for sub-committees**
Sub Committees at present:
Planning Sub Committee: Jackie Daines, Andrew D'Angibau, Adam Scott & Chris Hall
Playing Field Sub Committee: Jackie Daines & Chris Hall
Village Hall Representative: Anne Honeyball
Gallows Green Representative: Andrew D'Angibau
A120 Representative: Adam Scott
The chairman asked for this to be held back until the next meeting Agreed by all. **ONGOING**
- 20/42 To review the effectiveness of the system of internal control (Internal Audit)**
The Chairman, Jackie Daines signed the Internal Audit for 2019/2020
Agreed by all **RESOLVED**
- 20/43 To review Standing Orders**
The Standing Orders were reviewed by the Parish Council and adopted 07/07/20 **RESOLVED**
- 20/44 To review Financial Regulations**
The Financial Regulations were reviewed by the Parish Council and adopted 07/07/20 **RESOLVED**

- 20/45 To Review Financial Risk Assessment**
The Financial Risk Assessment was reviewed by the Parish Council and adopted
07/07/20 **RESOLVED**
- 20/46 To Review Parish Council Risk Assessment**
Councillor Tory Cook volunteered to check the Parish Council Risk Assessment in line
with the Internal Audit Review 2019/2020 **RESOLVED**
- 20/47 Insurance 2019/2020**
To discuss accepting Insurance Renewal from BHIB Insurance for 2020/2021 at
£531.90 (from £526.48 in 2019) **RESOLVED**
- 20/48 Public Open Forum** (Maximum 15 minutes)
None
- 20/49 To approve the minutes of the last meeting**
The minutes of the meeting dated 3rd March 2020 were approved.
Minutes signed by the Chairman
Proposed: Cllr Jackie Daines Seconded: Cllr Chris Hall **RESOLVED**
- 20/50 Visitors Report** (Brian Jarvis/Dennis Willetts/Lewis Barber)
CBC Brian Jarvis reported cabinet meeting on Hardings Close to take place on 8th July
2020 to discuss contractors for work.
CBC Dennis Willetts reported that the railway bridgework still has a lot of work to be
done and is the reason for the overrun.
- 20/51 Clerk's Report**
The Clerk reported that a CiF application had been sent into EALC before the deadline
date of 30th June 2020 asking for a grant of £7,500 to fix the playground equipment and
to buy a new piece of equipment. The Parish Council agreed to apply for a CiF Grant
under delegated authority on 23rd June 2020. Agreed by all. NGF Play Ltd has quoted
£7,887.60 for the work to be completed. Playquip will provide a quote at the end of July
2020 and we are waiting on a quote from Kompan – no response so far.
- 20/52 Finance**
To approve payments in accordance with the Budget
- The following payments were approved:
- | | |
|-----------------------------|------------------|
| Parish Clerk Salary | £446.17 |
| Mileage expenses | £3.60 |
| HMRC | £111.60 |
| RoSPA Playground Inspection | £99.00 |
| Landscape Services | £276.00 |
| Landscape Services | £276.00 |
| Colchester Borough Council | £150.00 |
| Colchester Borough Council | £13.30 |
| Hugh Randall (Fencing) | £58.87 |
| RCCE | <u>£52.80</u> |
| Total | <u>£1,487.34</u> |

To discuss three year plan and budgets for 2020/2021

Councillor Andrew D'Angibau volunteered to check Budget Figures and to prepare a three year budget plan in line with the Internal Audit Review 2019/2020

RESOLVED

20/53

Planning/Housing

53.1 Applications for discussion at meeting

None

53.2 Planning Applications – Observations conveyed under delegated authority since last meeting:

201059 – Dennington, Ford Street, Aldham – Proposed detached outbuilding with extensions and changes to windows and external façade to main dwelling.

Comments: No Objections

201141 – 8 Oak Tree Cottage, Brook Road, Aldham – Alteration to approved 193017 to change render and plinth to composite cladding to porch and part of existing front elevation.

Comments:

200293 – Old School, Rectory Road, Aldham, CO6 3RR – Rear extension.

Dormer Loft Conversion

Comments: No Objections, as long as it doesn't impact on neighbours.

200502 – Aldham Hall Farm, Brook Road, CO6 3RW – Convert milking parlour/calf shed into dwellinghouse, with associated internal and external alterations, form parking spaces and amenity area, and lay out hard and soft landscaping.

Comments: The Parish Council are concerned that this is a creeping development and are fearful that this could create a mini-estate on this site. The Parish Council also has concerns over vehicle access to and from this site, which could be dangerous. The Parish Council would welcome the applicants building a cycle path between the property and the village of Aldham since this is the third barn conversion approval in the last 12 months on this site and would be a contribution towards the village as a whole.

200806 – The Bridge House, Ford Street, Aldham – Listed building application for conversion of a timber barn to a single detached annexed dwellinghouse including thermal upgrade of the walls and floors.

Comments: (1) The application is outside of the village envelope

(2) Bridge House access to the main road is poor

(3) Neighbours are concerned the building will be let as a party house

(4) Crossing the footpath (PROW) would become an issue

(5) Brick Wall would require a hole in it - PC has concerns about size of hole and the fact the wall may be listed.

The PC would not approve this application.

200809 – The Bridge House, Ford Street, Aldham – Conversion of a timber barn to a single detached annexed dwelling house. Alterations and upgrade to existing stable to allow safe housing of horses.

Comments: (1) The application is outside of the village envelope

(2) Bridge House access to the main road is poor

(3) Neighbours are concerned the building will be let as a party house

(4) Crossing the footpath (PROW) would become an issue

(5) Brick Wall would require a hole in it - PC has concerns about size of hole and the fact the wall may be listed.

The PC would not approve this application.

53.3 Planning Applications – Decisions received since last meeting

182641 – The Former Queens Head, Ford Street – Listed Building – Change of use former public house to residential dwelling. Internal changes, insert new French doors to rear of former kitchen.

200012 – Old House, Ford Street, CO6 3PH – continued programme of repairs to Old House

Decision: Approve Conditional

200691 – 1 Old Bouchiers Hall, New Road, Aldham – change of use.

Decision: Approve Conditional

20/54 **Village Interpretation Board**

The Interpretation Board has now been purchased and is in place outside the village hall.

20/55 **Asset Register**

Councillor Chris Hall volunteered to check the Parish Council Asset Register in line with the Internal Audit Review 2019/2020

RESOLVED

20/56 **HGV's in the village**

The clerk reported that evidence had been submitted to the Local Highways Panel concerning HGV's in Aldham and that "unsuitable for HGV's" in Aldham would be discussed at the next Local Highways Panel meeting.

ONGOING

20/57 **Speeding**

The chairman Jackie Daines informed the meeting that Community Speed Watch would resume this week in Ford Street.

ONGOING

20/58 **Footpaths**

The footpath list completed by Jean Jennings was approved. The Parish Council would like to give thanks to Jean for the fantastic work she has done in preparing this list for all residents to use. Agreed by All

RESOLVED

Cllr Adam Scott suggested adding a map of the footpaths to the list. The Parish Clerk was tasked with finding a suitable map.

ONGOING

20/59 **Playground Inspection 2020**

The Chairman explained that some playground equipment is in much need of repairs that require to be done in the immediate future. The Parish Council completed some of the work in removing bird poo from the equipment thanks was given to Cllr Andrew D'Angibau, Cllr Brenda Brown, Cllr Chris Hall for their hard work and all the volunteers who helped to ensure the equipment was safe for the re-opening of the playground. The Clerk reported that a CiF application had been sent into EALC before the deadline date of 30th June 2020 asking for a grant of £7,500 to fix the playground equipment and to buy a new piece of equipment. The Parish Council agreed to apply for a CiF Grant under delegated authority on 23rd June 2020. Agreed by all. NGF Play Ltd has quoted £7,887.60 for the work to be completed. Playquip will provide a quote at the end of July 2020 and we are waiting on a quote from Kompan – no response so far.

ONGOING

20/60 Oak Tree (opposite Village Hall)
The Oak Tree has been reported to Colchester Borough Council who will send a team out to look at the tree with the aim of cutting back branches to improve visibility.
ONGOING

20/61 Reserves Policy
All agreed confirmation of the adoption of the Reserves Policy, which was approved under delegated authority on The 1st July 2020.
RESOLVED

20/62 Training/Events

62.1 Reports on attended events
None

62.2 Nominations for new events
None

20/63 Information Exchange/Items for next agenda
Chairman Jackie Daines informed the meeting that she has spoken to the owner of the Millennium Playing Field who will consult with her family and solicitor and let the PC know in due course as to whether or not she will agree to an extension to the lease. (The current lease expires in 2023)
ONGOING
Chairman Jackie Daines asked the Parish Council if they would be interested in putting up litter signs around Aldham to reduce littering. It was agreed by all that littering was not a major issue in Aldham at the present time.
RESOLVED

20/64 To confirm date and time of next meeting
Date of next meeting: Tuesday 8th September 2020 at 7.30 p.m.
The meeting ended at 9.03 p.m.

Signed..... Chairman

Date.....