# Aldham Parish Council

## <u>Minutes of Aldham Parish Council meeting held on Tuesday 7<sup>th</sup> November 2023 at 7.30 P.M</u> in the Village Hall, Aldham

**Present:** Cllr Mike Lambert (Chairman), Cllr Adam Scott (Vice Chairman), Cllr Brenda Brown,

Cllr Andrew D'Angibau, EDC Lewis Barber, CCC Dennis Willetts & the Clerk, Mr G.

Walkingshaw and 5 members of the public.

23/59 Election of Chairman (sign Declaration of Acceptance of Office)

The Chairman signed the declaration of Acceptance of Office and it was signed by the Proper

Officer.

23/60 To sign up to the civility and respect pledge

Cllr Mike Lambert proposed that this item be moved to 23/73 on the agenda.

Proposed: Cllr Mike Lambert Seconded: Cllr Adam Scott

Agreed by all

Welcome and apologies for absence

CCC Cllr Sara Naylor offered her apologies. Yvonne Rann also offered her apologies.

23/62 Declaration of Members interests

None

**23/63 Public Open Forum** (Maximum 15 minutes)

A resident raised the matter of a grant from the Parish Council towards the village xmas event in aid of funds for Great Ormond Street. This had been previously agreed by the

Parish Council and it was proposed to give a donation of £150.00

Proposed: Cllr Mike Lambert Seconded: Cllr Brenda Brown

Agreed by all

A member of the village hall committee reminded the Parish Council that they currently owe £18.00 for the hire of the hall.

A resident raised the issue of drainage/flooding on Tey Road outside of the village hall. Cllr Andrew D'Angibau was actioned to look into who owned the land connected to the drainage pipe. The Parish Clerk was actioned to draft letters to County Broadband & Essex Highways.

A resident reported that the weeds are still growing in Hardings Close and asked whether anything could be done about them? The Parish Clerk was actioned to contact Colchester Borough Homes and enquire how many properties in Hardings Close they own.

A resident informed the meeting that she had contacted the chairman regarding Brook Road being closed to repair potholes. ECC Lewis Barber reported that the pot holes had been repaired and that they were also looking to repair potholes on Tey Road.

## To approve the minutes of the last meeting

(27th October 2023) – approved with no amendments.

Proposed: Cllr Andrew D'Angibau Seconded: Cllr Brenda Brown

(5<sup>th</sup> September 2023)

Amendments added to minutes as below:

23/47 Add: "Two residents raised an enquiry about the complaint's procedure".

23/49 "garden" waste not "household" waste - amend

23/49 "clear" sacks not "black" sacks - amend

23/53 – change from Adam Scott to Jackie Daines - amend

23/53 – remove final sentence beginning "a resident at the meeting sentence..."

The amendments were made on the minutes and signed by the chairman.

Proposed: Cllr Andrew D'Angibau Seconded: Cllr Brenda Brown

Agreed by all.

#### **23/65 Visitors Report** (CC Lewis Barber/CBC Dennis Willetts)

CCC Dennis Willetts informed the meeting that on the 10<sup>th</sup> October 2023 traffic on the A12 was stopped for over 6 hours due to someone being on a bridge. He informed the meeting that other local Parish Council's had written letters of complaint and suggested that Aldham PC could do the same.

Cllr Mike Lambert proposed that a letter be sent to the Chief Constable, BJ Harrington and the Police and Crime Commissioner, Roger Hurst.

Proposed: Cllr Mike Lambert Seconded: Cllr Andrew D'Angibau

Agreed by all

CCC Dennis Willetts informed the meeting that Colchester City Council staff had been offered a 6% pay increase and that it was likely to be rejected.

EDC Lewis Barber confirmed that comments on the rural designation area were to be made before the 8<sup>th</sup> December 2023.

EDC Lewis Barber left the meeting at 8.05 p.m.

### 23/66 Clerk's Report

The Parish Clerk informed the meeting that the Chairman would be doing a tour of Colchester on 16<sup>th</sup> November 2023.

#### **23/67** Finance

To approve payments in accordance with the Budget

Payments for November 2023

PC Salary		£555.80
Mileage Expenses		£3.60
HMRC		£138.80
EALC		£9.98
EALC		£228.00
EALC		£9.98
PKF Littlejohn		£48.00
Landscape Services		£303.60
Swarco		£355.75
	Total	£1,653.51

Proposed: Cllr Andrew D'Angibau Seconded: Cllr Brenda Brown

Agreed by All

## 23/68 Planning/Housing

68.1 Applications for discussion at meeting None

68.2 Planning Applications – Observations conveyed under delegated authority since last meeting

**232391 – Ashington Lodge, New Road, Aldham** – Conservatory and pool room extensions

**Comments**: No Objections

68.3 Planning Applications – Decisions received since last meeting

231906 - The Cabin, Rectory Road, Aldham - Application for variation of a

condition 1 & 2 following grant of application 160786

**Decision:** Approve Conditional

231934 - Rye House, New Road, Aldham - proposed side extension

**Decision:** Approve Conditional

CCC Dennis Willetts left the meeting at 8.15 p.m.

## 23/69 Millennium Playing Field

Cllr Mike Lambert informed the meeting that he had been in discussion with the owners of the Millennium Playing Field in regards to extending the lease on the field. He would report back any developments in the January 2024 meeting.

#### 23/70 Dates for Meetings in 2024

The dates for 2024/2025 had been agreed with the addition of a Parish Council meeting on the 6<sup>th</sup> February.

Proposed: Cllr Adam Scott Seconded: Cllr Brenda Brown

Agreed by all

## 23/71 Section 106 Wish List & Monies for Projects

Cllr Mike Lambert proposed that the section 106 money should go towards the Ecological Management Plan for Gallows Green.

Proposed: Cllr Mike Lambert Seconded: Cllr Andrew D'Angibau

Agreed by all

## 23/72 Defibrillator

To pass a motion for Chris Hall (Volunteer) to continue monitoring of defibrillator on behalf of the Parish Council.

Proposed: Cllr Andrew D'Angibau Seconded: Cllr Brenda Brown

Agreed by all

#### 23/73 Working Group

"That following the EGM held on 3rd October 2023 the Council establish a Working Group, comprising Councillors Brown, D'Angibau, Lambert and Scott:

- (1) To review the Council's current policies regarding communication with the public outside formal meetings, including establishing an agreed protocol for liaising and exchanging information regarding the work and decisions of the Parish Council, with the Editor(s) of the Grapevine Magazine and to review content, management and updating of the Parish Council web site,
- (2) In consultation with Work Nest, to review where appropriate and consider the need for recommended employment policies.

Anti-Bullying and Harassment/ dignity at work

Discipline and Grievance

Equality, Diversity and Inclusion

Employee Lifecycle (e.g. recruitment, contract and job description, induction, appraisal, training, and development)

Performance Management,

(3) To review Council's Code of Conduct and Respect and Civility Pledge

(4) To make initial recommendations to the first P.C. Meeting to be held in 2024."

Proposed: Cllr Mike Lambert Seconded: Cllr Adam Scott

Agreed by all

#### **Civility & Respect**

Cllr Mike Lambert informed the meeting that the Parish Council should endorse the principles of the pledge and through the working group, would ensure that everything is in place to sign up to the pledge over the next 3/6 months.

Proposed: Cllr Mike Lambert Seconded: Cllr Adam Scott

Agreed by all

#### 23/74 Co-Option Procedure

Cllr Mike Lambert informed the meeting that a notice would be placed on the grapevine seeking candidates for the three current vacancies on the Parish Council with a deadline of the  $22^{nd}$  December 2023 for applications.

## 23/75 Training/Events

- 75.1 Reports on attended events Cllr Mike Lambert reported that he had completed his two days at Great Dunmow and that it had been essential training for the position of Chairman.
- 75.2 Nominations for new events Cllr Mike Lambert informed the meeting that he would like to attend the Chairmans Course in June 2024.

### 23/76 Information Exchange/Items for next agenda

Cllr Andrew D'Angibau informed the meeting that he would be laying the wreath on behalf of the Parish Council. The Parish Clerk was actioned to order the wreath on behalf of the Parish Council.

Cllr Adam Scott volunteered to write letters to two former members of the Parish Council to thank them for the years of service on the Parish Council.

Cllr Mike Lambert requested that an email be sent supporting the idea of Rural Areas Designation. The Parish Clerk was actioned to send an email of support.

Proposed: Cllr Mike Lambert Seconded: Cllr Andrew D'Angibau Agreed by all.

Cllr Mike Lambert informed the meeting of a resident's invitation to join Marks Tey & Great Tey Parish Council's in discussion of the Roman River Valley proposal. Cllr Mike Lambert will send notes on this to councillors and the parish clerk with the intention of holding an EGM on this topic in December 2023. Cllr Adam Scott & Cllr Andrew D'Angibau both declared an interest in Roman River Valley proposal.

#### 23/77 To confirm date and time of next meeting

Date of next meeting: Tuesday  $9^{th}$  January 2024 at 7.30 p.m. The meeting closed at 9.05 p.m.

Signed Mike Lambert Chairman

Date: 16th January 2024