

## LITTLE EASTON PARISH COUNCIL

### Minutes of the meeting held on Wednesday 12th September 2012, at 8pm in the Memorial Hall

**Present:** Sue Gilbert (Chairman), Janina Jones (Vice-Chairman), John Willson, Rob Boulton, Jackie Deane (Clerk) and 1 member of the public.

1. **Apologies** for absence were received from Cllrs Roger Board, S Oakey, Lawrence Smith (UDC) and S Walsh (ECC). There were no declarations of interest for agenda items.
2. **Minutes** of the last meeting were agreed as a true record and signed by the Chairman.
3. **Public Forum** – there were no comments from members of the public.
4. **Parish Council Website** – Lisa Smith gave information on how Activ Web Design, a franchise of a national company, can set up a parish council/village hall website and explained the costs and ongoing maintenance involved. Village Hall representatives were asked to relay information to the Village Hall Committee to see if they would be interested in starting a village website and contributing to the costs. It was agreed that the option of a website would be part of the budget discussion for the 2013/14 Precept. The idea of a village newsletter and the alternative of a free parish council website should be discussed in more detail at the next meeting.
5. **Neighbourhood Plan and Easton Park** – A letter from Land Securities was received, requesting a meeting and for LEPC to consider forming a Neighbourhood Plan in light of their intention to challenge the UDC LDF. New government policy for accelerating large housing schemes was discussed and maps of land owned by Land Securities were available to view at the meeting. Councillors agreed to meet with a Land Securities representative, Emma Carriaga, on 24<sup>th</sup> October, prior to the next parish council meeting.
6. **Woodlands Park Sector 4** – The Clerk reported that the S106 agreement was signed on 2<sup>nd</sup> August, giving 12 months for detailed plans to be submitted for the new homes. Councillors agreed to pay the Clerk for an additional 7 hours for work on the planning objection and agreed to additional hours, as required, on an ongoing basis for liaison with the local authorities and other parties regarding the environmental mitigation, highways and design and layout of the proposed new homes. The Clerk was asked to contact Essex County Council Highways department in the first instance, to request a meeting to discuss the impact on road safety in accessing the village. Councillors would wish to have a continuous cycle path and footpath and discuss the proposed pedestrian crossing point on the new bypass road. An update is also needed on the request for vehicle activated speed limit signs and other traffic calming measures through the village.
7. **Winter Salt Bag Scheme** – R Boulton agreed to take delivery of the salt and then share storage with R Board, as last year. The bin in Park Road is filled with rubble and it was suggested that the Highways Rangers might be able to get it cleared in preparation for winter use. A response is due by 28th September.
8. **Emergency Plan** – S Gilbert agreed to update the plan and the Clerk was asked to forward an electronic version.

9. **New email address** – It was agreed that the Parish Clerk email address would be changed to Lt\_eastonclerk@btinternet.com.
10. **Representatives' Reports** – J Jones reported that the next focus for village hall refurbishment is the internal lighting of the hall.
11. **Clerk's Report** - Parish Council comments to UDC on the draft LDF were acknowledged. UDC has sent notification of a delay in informing us regarding our bid for funding for a piece of play equipment. In light of this, the Clerk has not submitted a bid for funding regarding the War Memorial. Funds for village games update – Duton Hill Community Association estimates that £800 deficit for which they request to be paid jointly between Lt Easton and Broxton. Cllr Smith has agreed to send a cheque for £400 as a donation from the New Homes Bonus. General correspondence - An update from SSE was received, with a report on a new independent aviation commission and consultation. The Remembrance Sunday Service will be held at the Lt Easton War Memorial and Memorial Hall. A parish council representative was requested to attend. Essex County Council is consulting on Community Involvement for Minerals and Waste Planning 30.08.12 to 25.10.12. UDC request for an updated emergency plan by end-December and an expression of interest in a workshop next Spring. There will be a training session/briefing on Gypsy and Traveller sites at the UDC offices in November. The next UDC Parish Forum will take place on Tuesday, 25<sup>th</sup> September and will be attended by J Jones and the Clerk.
12. **Planning:** There were no new applications for comment.  
Update - UTT/2507/11/OP Woodlands Park Sector 4 outline planning application was approved at Planning Committee on 25<sup>th</sup> July and s106 agreement regarding conditions for the bypass road was signed on 2<sup>nd</sup> August.  
Decisions - UTT/1166/12/FUL – Gardeners Cottage extension and cartlodge – conditional approval.
13. **Finance:** Balance at 1<sup>st</sup> September was £10, 875.78.  
The external audit has been completed and no comments were made in the report. Cheques agreed: Stanley Tee £600, Insignia Ltd £70.28, A&J Lighting £134.64, J Deane £563.30, Post Office £149.69, E-ON £45.10, MD Landscapes £390, UALC £25, SNH Garden Services £99, Audit Commission £162.
14. **Items for next agenda** – Permanent fixing of beacon in R Board's field, budget report and priorities for next year (including website and Chairman's project), Clerk's annual salary review
15. **Date of next meeting:** Wednesday 24<sup>th</sup> October, 8.00pm at the Memorial Hall.
16. Meeting closed at 9.25pm