

BRIGHTLINGSEA TOWN COUNCIL

Minutes of the Council Meeting held at
The Parish Hall, Victoria Place, Brightlingsea,
on: Thursday 20th July 2023 at 7.00pm.

Present:

Councillors

R Morgan (Mayor)

D Atkinson, M Barry, J Chapman, M Court,
M Judson, C Paveley, G Steady (from 7.59pm onwards)
and S Walsh

In attendance:

Tracey Pulford – Town Clerk

County Councillor Goggin (8.20pm onwards)

8 Members of the public

39. APOLOGIES FOR ABSENCE:

Apologies were received from Councillors Carr, Howard and Maltby and County Councillor Goggin, who will be arriving later in the meeting.

40. TO RECEIVE THE MINUTES OF THE MEETING HELD ON THE 15TH JUNE 2023 AND TO CONFIRM AS A CORRECT RECORD:

The Minutes of the meeting held on the 15th June 2023 were accepted as a true record.
Agreed.

41. TO RECEIVE THE MINUTES OF THE EXTRAORDINARY MEETING HELD ON THE 29TH JUNE 2023 AND TO CONFIRM AS A CORRECT RECORD:

The Minutes of the extraordinary meeting held on the 29th June 2023 were accepted as a true record.
Agreed.

42. MAYORS ANNOUNCEMENTS:

A copy of the Mayor's Announcements are annexed to the Minutes.

The Mayor briefed members on the following:-

- The Grass Roots event and handed round a brochure advertising the organisation.
- Thorrington Vineyard to discuss cycle routes.
- Tendring Hundred Show.
- 4-Youth.

He then reminded members of the Public Consultation taking place on the 25th July between 3pm and 7pm on the new Lower Farm proposal. Councillor Court said that he is unable to attend on the 25th and asked if the details will be made available after the event. Councillor Paveley informed members that planning permission has already been granted on this development, however the original plans have been modified and improved.

43. DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS:

The Mayor reminded Members to declare interests when necessary.

44. TO RECEIVE AND APPROVE THE RECOMMENDATIONS OF THOSE MEMBERS EXAMINING THE ACCOUNTS FOR THE CURRENT PERIOD:

The Payments and Accounts for the period ending April, May and June 2023 (as shown on the attached appendix) were proposed by Councillor Paveley as follows:

General Account – 26 BACS Payments totalling £12,818.85 be authorised for payment.

Bank Balances:-

April 2023

Current Account (7055)	89,187.02
Business Premium Account (8295)	42,669.34
Business Premium Account (9433)	38,753.14
Making a total of	170,609.50

Income to date, nett	128,746.98
Expenditure to date, nett	44,923.58
Employee payments paid for the month of April 2023 were:	15,639.42

May 2023

Current Account (7055)	79,238.71
Business Premium Account (8295)	42,669.34
Business Premium Account (9433)	38,753.14
Making a total of	160,661.19

Income to date, nett	151,647.61
Expenditure to date, nett	79,174.70
Employee payments paid for the month of May 2023 were:	15,593.64

June 2023

Current Account (7055)	63,100.34
Business Premium Account (8295)	42,758.30
Business Premium Account (9433)	38,838.38
Making a total of	144,697.02

Income to date, nett	159,668.50
Expenditure to date, nett	102,881.16
Employee payments paid for the month of June 2023 were:	15,628.89

The accounts were then seconded by Councillor Court. **Agreed.**

45. TO RECEIVE AND APPROVE THE MINUTES OF THE FINANCE MEETING HELD ON 4TH JULY 2023 AND TO CONFIRM THE RECOMMENDATIONS THEREIN:

Councillor Paveley proposed that the Minutes of the Finance and Property Meeting held on the 4th July 2023 are accepted as a true record, and the recommendations (as written below) be accepted:

- The Town Clerk to send the committee a copy of the latest S106 spreadsheet, and link to the Tendring District Council website, for information.
- The budgets would be scrutinised as they need further work/clarification.
- The Town Clerk and Administrative Assistant would receive additional training with the account software company, with Councillor Walsh.
- A purchase requisition system to be created whereby any purchase of over £1,000 will require the counter signatory of both the Clerk and the Chair/Deputy of the Finance Committee or the Mayor.
- Any Councillor led project, a buddy system is implemented where a member of the Finance Committee is partnered with the Councillor to oversee all spending and budgetary control.
- A sub-committee, consisting of Councillors Court, Chapman and Paveley, would look at the possibility of the Town Council taking on the running of the Council owned car parks.

The Minutes were seconded by Councillor Chapman. **Agreed.**

46. TO RECEIVE THE MINUTES OF THE PLANNING MEETING HELD ON 27TH JUNE AND 11TH JULY 2023 AND TO NOTE PLANNING DECISIONS OF TENDRING DISTRICT COUNCIL:

Councillor Paveley proposed that the recommendations in the Minutes of 27th June and 11th July 2023 be agreed by Council, together with the planning decisions from Tendring District Council. Seconded by Councillor Chapman. **Agreed.**

47. TEAMS REPORTS:

Reports from the Facilities, Community and Assets Team, the Environmental and Transport Team and the Communications and Tourism Team had been circulated to all.

Facilities and Community Assets Team – Councillor Morgan briefed members.

Councillor Court mentioned the Cricket Club proposal, and that he had not yet seen any plans of the proposed building. He added that he could not vote on any recommendation when he is not aware of the proposal.

Councillor Barry declared an interest in this item.

Councillor Court then mentioned the Pink Coffee Van at the Community Centre and asked if any representations had been received from other outlets in the town, officially through the office. The Town Clerk replied no but Councillor Chapman commented that she had had many comments verbally to her when working. Much discussion took place.

Councillor Chapman declared an interest in this item.

Councillor Paveley asked if there was an update on the car parking agreement. Councillor Chapman replied that it was still with the legal department at Tendring District Council.

The Facilities and Community Assets Team report was then **accepted**, and the following recommendations were **agreed**:-

- **BHC Management Agreement** - Councillor Atkinson would write a brief detailing all the finances, stating the facts, and then the Committee would meet again to discuss the situation further.
- **Brightlingsea Cricket Club** – Terry Hamilton would look at the area of the old pavilion, and plan how this would work for the Town Council.
- Councillor Barry and Chapman would ask Tendring District Council about the possibility of leading the garages in the Victoria Place car park.
- The heritage of the ‘old pavilion’ would be looked into.
- Julia Hunt would discuss the suggested location with the Committee and would let the Town Council know their comments/thoughts.
- **Pink Van at the Community Centre** – the Town Council **do not** give permission as this would set a precedent, goes against other cafes in the town who are paying rent/rates etc., and could be a hazard to road users. However, if an organised special occasion is taking place, i.e. the Town Show, then permission would be granted for that event.
- **Food Markets** – the Town Council gives permission for a Food Market to return to the Community Centre, once a month, provided the necessary insurances/licenses etc. are in place.
- **Family Foodie Friday** – Further information would be required, i.e. a clear program of potential vendors, confirm that all licenses, environmental waste disposal, insurance, power, hygiene certificates are in place for each particular trailer – subject to this the Town Council would be minded to offer a trial period.
- **Car Boot Sales** – the Town Council have never objected to Car Boot Sales taking place, however they should notify the Town Council, as they are using Council land.
- **Carnival** – The Town Council have no problem with tables being placed outside for public to safely watch the Carnival.
- **Coach Parking** – the Town Council would advertise on its website that coach parking is available at the Community Centre for a £30.00 donation.
- **Dogs on Leads** – The byelaws for the grass car park area of the Western Promenade would be looked into.

Environment and Transport Team – Councillor Morgan briefed members and informed them that County Councillor Goggin wished to mention Bellfield Avenue under his report. Councillor Barry mentioned the proposed road closure in Robinson Road, which would cause an issue with vehicles travelling down Mill Street. He said that he has consulted with officers at Tendring District Council, however it is a Highways issue, and they give permission. He added that there is no obligation to consult with Local Councils. After discussion it was **agreed** that a strongly worded letter is sent to Essex County Council, stating that this road closure and diversion is impractical and cannot happen. Councillor Court mentioned the loading bay at the Co-Op and Tesco Express, and that in the original planning application there was no facility for the storing of trollies.

The Environment and Transport Team report was **accepted**, and the following recommendations were **agreed**:-

- **E-Scooters** – Ask the Tendring District Council Community Safety Partnership Officers, for their comments on E-scooters, and this should then be published on the Town Council Website.
- **Community Speed Watch** – Request further updates on the Community Speed Watch which could be used for a safety strategy in the future.
- **Bellfield Avenue, including passing points** – Ask Essex County Council Highways if, when they resurface Bellfield Avenue, they could also take away the grass verge areas and resurface them, to make parking areas.

- **Pinch Points and Parking on Corners** – Council would explore a wider strategy and ensure that the public are consulted.
- **Essex Electric Vehicle Charge Point Strategy** – Councillors Atkinson and Barry would reply to the consultation before the closing date of 30th July 2023.
- **Transport East – Transport Strategy 2023-2050** – Copy of the document Transport East Transport Strategy 2023-2050 was noted for further consultation.
- **Crabbing Lines** – Councillor Morgan would visit the retailers in the town, to discuss the possible purchase of environmentally friendly crabbing lines, also a broader media campaign would be looked into.
- **Dog Fouling** – Community Ambassadors and the Dog Warden to take part in a walk round, suggested dates are the first week of the school holidays.
- **Transport issues – Cycling Strategy** – Councillor Maltby is going to go round and ask people to sign a petition. Councillor Judson agreed to help with this.
- **Quiet Lane** – Mill Street – A meeting is to be arranged with interested parties.
- **Loading Bay at the Co-Op and Tesco Express** – A meeting is to be arranged with the Manager of the Co-Op.

Welfare & Residents Services Team – Councillor Chapman mentioned the Diabetic Eye Screening that had recently taken place at the Parish Hall, and that there were 31 ‘no shows’. She added that if this continues, they may withdraw the service in Brightlingsea. She also mentioned the Town Council Carnival Float, and that we have teamed up/registered with 4-Youth, the theme being The Little Mermaid.

The Welfare & Residents Services Team report was then **accepted**.

Communication & Tourism Team – Councillor Court briefed members on the Tendring Hundred Show, which was very well attended. He said that a ‘wash up’ meeting will be held in September, where discussion will take place about next year’s event. He said that feedback had been received that the event is expensive, and it was suggested that a letter is written to the organisers about this. The Mayor thanked all who took part and helped with the Brightlingsea stand.

The Communication & Tourism Team report was then **accepted**.

48. PROBLEMATIC PARKING AT BRIGHTLINGSEA PRIMARY SCHOOL:

Councillor Maltby briefed members that she and Councillor Walsh had met with the Deputy Head of the Brightlingsea Primary School to discuss various issues. She then met with parent Matthew Brown about the parking issues around the school roads. Matthew Brown was then invited to brief members on the situation.

Councillor Chapman declared an interest in this subject.

Councillor Steady joined the meeting at 7.59pm.

Councillor Morgan informed members that he had spoken with Shane Taylor of the North Essex Parking Partnership who advised that the Town Council could put in an application, however it would be subject to a resident’s survey, which would need 75% of residents approving the scheme. Much discussion took place. Councillor Barry suggested that a site visit takes place, with Andy Nepean of Tendring District Council.

Councillor Maltby then proposed that the application is submitted, with the survey being carried out at a later date. This was seconded by Councillor Judson. A vote was taken, which was **carried**.

49. UPDATE FROM DISTRICT COUNCILLORS:

Councillor Barry briefed members that a lot of work is going on and items are being delivered quickly. He then updated members on the Sports and Facilities Strategy.

County Councillor Goggin joined the meeting at 8.20pm.

The report from the District Councillors was then **accepted**.

50. UPDATE FROM COUNTY COUNCILLOR GOGGIN:

A copy of County Councillor Goggin's report had been circulated to all members.

County Councillor Goggin sent best wishes from St Osyth and Point Clear, and then reported on the following:-

- Item 3 – The Bus Consultation does not affect Brightlingsea. Apparently, the bus companies have not recovered from Covid, the numbers are low and they are not making a profit.
- Fed up with lorries and foreign drivers using their Sat Nav and using unsuitable roads. Essex County Council are trying to contact the Sat Nav companies about this.
- Someone had turned round the 40MPH sign at the entrance to Brightlingsea. Had to get someone to come and fix it.
- Item 10 – We have just come out of 'no mow May' – now the level of cutting was bigger than needed. Most cuts are once a year, if Essex County Council are cutting. Had discussions with the Mayor and would like to promote Service Level Agreements. Essex County Council pay sub-contractors to go out and do the work, so maybe Brightlingsea could carry out the work – you can pick and choose the work. Councillor Morgan said that this would be discussed at the next Facilities and Community Assets Meeting. County Councillor Goggin suggested that a zoom meeting could be arranged with the Public Rights of Way team and St Osyth and Alresford to discuss further.
- Working with Councillor Walsh on 'walking buses.'

Councillor Barry mentioned the road closure in Robinson Road and the diversion along Mill Street. He said that the three-day road closure earlier this year caused chaos. The closure is also due to take place when the Music Festival is taking place on Hurst Green. Is there anything you can do to get it stopped? County Councillor Goggin replied no, the work is for Open Reach, they have applied for a license for a road closure and added that they would not take the full number of days to carry out the work. He added that he would ask if traffic lights could be installed, instead of a full road closure. Councillor Barry replied that local consultation on these issues would be helpful.

County Councillor Goggin mentioned Bellfield Avenue and the comments in the Environment and Transport Team notes. He added that there are 55 houses in Bellfield Avenue, 42 have dropped kerbs, many which were paid for by the residents, 42 grass verges are driven over to get to parking in gardens. There are 95 parking spaces in front of gardens, 12 areas of grass are cut by the residents, 6 have ruts, 5 have street lights in the grass area, 8 have telegraph poles. He said that Essex County Council have been working for the last 20 years to sort out this road, and the only complaints received are on the road surface. Much discussion took place. The Mayor said that this issue will be revisited, and no letter will be sent to Essex County Council. He added that whatever work has been carried out by Councillors to get this scheme forward, thank you.

51. QUESTIONS FROM THE PUBLIC:

Q1) Footpath 34 – Railway Line – there is no adequate sign post to say it is a footpath. If it is a footpath, cyclists should not be using it. I brought this up over 3 years ago, as two elderly ladies were knocked over. As a council you are responsible for that footpath and need to do something to sort it out.

A1) Councillor Chapman replied that the footpath is the responsibility of the Environment Agency, so we will ask them to look into this.

Q2) I live in Red Barn Road, and it is being used by a lot of boy racers. When mentioned this to County Councillor Goggin, he said that there are no funds to put anything there. The Police are seen in the lower part of the Town, but not here.

A2) The Town Clerk advised that the next Police Street Meet is being held on Wednesday 26th July outside the Parish Hall from 10.30am until 11.30am. The Local PCSO's will be available to talk to. Councillor Court also mentioned the Community Speed Watch Group. He said that they had to pick three locations for the first year, at the end of that year, we can add more locations, and Red Barn Road will be added. He said that they need more volunteers. On Saturday 19th August at the Sailmakers in Tower Street, we are holding an event to come and learn more about what speed watch does. He added that they monitor speeds, and the data goes to the Police.

Q3) The smell is back! There are rumours going around that the proposed expansion building at the back of the waste site is going ahead. Is this correct?

A3) Councillor Chapman replied that as far as she is aware, it is in the Local Plan, but nothing is going forward.

The Mayor read out the latest response from Anglian Water:-

“As discussed on our last call, I got one of our Technicians to investigate the vicinity of the Dunmow group premises. Our technician has liaised with their colleagues and we had similar reports this time last year.

There is a private pumping station on the industrial estate that we are continuing to monitor to see if this is the cause of the odour. One of the area management team have been made aware and they are in the process of arranging the installation of an odour logger in one of the nearby manholes. This will detect any patterns with the odour from the private station. Once we have a clearer picture, we will then be able to advise further.

At present, I do not have a timescale for the installation of odour loggers but I will check on the job at the end of the week and if I have not heard anything, I will chase the manager. “

Councillor Barry replied that he has just received an update from the Environmental Protection Team at Tendring District Council, which he needs to check is okay to share. He added that they have undertaken 27 proactive visits by Officers, 2 reactive visits, and on 4 occasions an odour was noticed in the vicinity. He added that they are trying to establish a statutory nuisance, however, to take action the nuisance has to happen on continuous days.

The resident said that they were in the process of compiling evidence, which they are happy to share with Tendring District Council. Much discussion took place.

Q4) The first half of your meeting, is it the intention that you talk to each other, the public had difficulty in hearing what was being said.

A4) The Mayor apologised for this and said that the Council were ratifying the business point of view, however as we all talk this way, it is an interesting point. Maybe a microphone could be looked at for future meetings.

Q5) Regarding the smell, is it possible to get a correction in your minutes of last month's meeting, as it states that the smell was never proven to come from the Dunmow Group, when in fact they admitted it last year? The amount of material going through that site has gone down, as has the smell – it points towards that. We understand that the team have carried out lots of visits, but that is looking at the symptom not the cause. Why are they not looking at the site records and site diary – these could be matched up with the phone calls that the Environment Agency have received. Are they going along that line of investigation?

A5) Councillor Barry replied that he could not answer for every Agency involved, only Tendring District Council. He said that we are reliant on an information exchange from the Environment Agency and Anglian Water. Much discussion took place.

52. TOWN CLERK'S REPORT:

01. James Richards Circus – **Agreed** that they can use the visit Hurst Green in early July 2024. Usual Terms and Conditions apply.
02. **Agreed** that the Colne Yacht Club can hold its Firework Display on the Town Hard, on Sunday 5th November 2023. Usual Terms and Conditions apply.
03. Councillor Walsh briefed members and it was agreed that a Councillor would also attend the same time. Councillors Morgan, Maltby and Steady all agreed to help.

53. CLOSE OF MEETING:

There being no further business, the meeting closed at 9.28 p.m.

Chair

Date: 17th August 2023