

WRABNESS PARISH COUNCIL

Minutes

of the meeting held Wednesday 26th June 2024 at Wrabness Village Hall.

Present: Mr Harry Adams, Mr Gary Bowers, Ms Alice Cole, Mr Richard Colley (Chairman), Mr Francis McGowan (Vice Chairman), Mr Rob Southall-Edwards, Mr Graham Watkins, District Councillor Tanya Ferguson and Parish Clerk Juliet Attrill.

Apologies: District Councillor Tanya Ferguson.

3426. Declaration of Interest: None.

Public Forum: There were 2 members of the public present.

- a. **Oak Tree, Rectory Road Playing Field:** A resident expressed concern about the proximity of the tree to her property and reported that some technical site investigations had been carried out relating to subsidence. The resident requests that WPC complete an out of schedule crown reduction. The oak tree is subject to a Tree Protection Order (TPO) made by TDC, however TDC and WPC have yet to receive evidence from the site investigations.
- b. **Rectory Road Bin:** The waste bin next to the kiosk and notice board on Rectory Road is open topped. A resident suggested WPC look into a replacement bin with a top to reduce the opportunity for animals and wind causing rubbish to be strewn over the area.
- c. **Fire safety:** A resident reflected on a previous fire safety talk that had been held in the village many years ago. They suggested that an up to date talk would be a benefit to the people of the village although it is speculated that these talks are no longer conducted by the fire brigade..

- Public Forum closed -

3427. Approval of Minutes - The minutes of the meeting held on 15th May 2024 were agreed as true record and signed.

3428. Matters arising and actions:

- a. Parish Council requests to Local Highways Panel – (3415a)
 - i: *Review Speed Limits:* Wrabness is still on the waiting list for review.
 - ii: *Review Parking issues:* WPC is still requesting evidence from residents of nuisance parking. There has been no new evidence supplied since the previous meeting.
 - iii: *Harwich Road footway repair:* These approved works were not completed last year as scheduled. WPC contacted ECC Councillor Carlo Guglielmi for an update and were informed, via a response from LHP, “that this scheme is indeed in the programme for delivery this financial year”, however a date is yet to be confirmed.
- b. Demolished wall at crossroads reported to Essex County Council – (3415b) Repair is still on the ECC waiting list and the time frame is unknown.
- c. A120/Primrose Lane Junction - request for review and safety improvements (3415c) There are no updates on this matter. WPC will request an update after the general election in July.
- d. Wheatsheaf Lane traffic (3415d): Nothing new to report

3429. Village Green (3416)

- a. Installation of Gates: Thank you to C&W Fencing for completing the works. WPC has been invoiced. The cost can be reclaimed from TDC S106 monies. Harry Jones (VHC) has fitted a chain and padlock to secure the gates ; agreed to reimburse the cost of padlock £21.99. Harry Jones has suggested only locking the large gate to allow through pedestrian movement. WPC agreed that leaving the pedestrian gate unlocked should not have a negative impact. VHC will confirm once they have discussed at their next meeting.
Action: Parish Clerk
- b. Correspondence received re Village Green:
 - i. An apology was received from Alasdair Ritchie for not providing a quote in time. Mr Ritchie gave his compliments on the gates as supplied and fitted.
 - ii. David John (Youth Club) expressed concern about the surface finish of the green. RC met with Mr John on site to discuss and forwarded the issue to Bennett Homes who decided to cancel the handover ceremony and insist the green complies with the specification and has been signed off by a qualified landscape architect.

- c. Maintenance Update: The grass has been mown for the first time following 'No Mow May'. Any surface debris did not affect the mowing/strimming. Thanks to Graham and Jean Watkins and Richard Colley for undertaking the work. The wildflower sections have been left as planned to monitor growth. WPC received an email from a resident regarding weeds on the green who will be invited to assist the volunteer team undertaking the next cut.

3430. Grant Application: The Telephone Box Project Jane Cole supplied information about spend on plants and materials over the past 12 months and submitted a grant request for £100 to continue to maintain the flower display in the telephone kiosk. Unanimous agreement to award the full grant of £100.00.

3431. Planning Application Update – the Parish Council has been notified by Tendring District Council of the outcome of the following current applications:

[24/00419/FULHH](#) - Wrabness House Wheatsheaf Lane Wrabness Manningtree Essex CO11 2TB. Householder Planning Application - Erect new side single storey extension for utility, lobby and toilet (following removal of existing extension). New zinc roof covering to rear Belvedere window, re-render existing pebbledash render and relocation of existing stable block building. **Status: Approved on 23/05/2024**

[24/00606/FULHH](#) - Alta Vista Ash Street Wrabness Manningtree Essex CO11 2TG. Householder Planning Application - single storey front extension, erection of first floor rear balcony and first floor window alterations. **Status: Approved on 17/06/2024**

[24/00405/FUL](#) - Malkins Coat Harwich Road Wrabness Manningtree Essex CO11 2UG. Planning Application - Proposed detached double garage and change of use of agricultural land. **Status: Approved on 21/05/2024**

3432. Reports:

HIGHWAYS: The previously reported potholes on Wheatsheaf Lane / Wheatsheaf Close have not yet been repaired. GW will report them again.	FOOTPATHS: Many of the footpaths in the village are overgrown. It is hoped that these plants will be cut back soon.
WRABNESS PLAYING FIELD: The Inspection Report has been received. This will be shared with the Playing Field Association. The invoice for the inspection will be received at the July meeting.	FORESHORE: GB has recently met with Balhaven. There is lots of seaweed in the water at the moment which is causing issues for swimmers and those accessing boats. There are over night camper vans parking in Church Road and Wall Lane, with reports of human waste being left in the area. Please be mindful of this.
STATION MASTERS GARDEN: Emma Frances and her gardening team plan to convert the garden into a more drought resistant space. The area continues to look lovely.	KIOSK: The requested grant was approved, this will ensure the seasonal flower display continues to be attractive and well maintained.
PUBLIC HEALTH: There is currently no defibrillator at the caravan site as it is being repaired. The defibrillator outside the village hall is operational and available for use.	NEIGHBOURHOOD WATCH: There has been an increase in the number of younger people accessing the East Grove/ woodland. There are concerns over safety and litter being left as a result. GW will make the local PCSOs aware.
TRANSPORT: Harwich Connexions has added two new mini buses to the community transport fleet and is expanding services in the area.	WEB SITE: is up to date and continues to be well used as a source of local information.
TREES: The trees on the village green are looking tired. HA will inspect and report back, but speculates this is due to irrigation issues as they were not planted with watering bags. HA has offered to install bags for free if WPC purchases them. This will be discussed at the next meeting.	VILLAGE HALL: There was no VHC meeting in June. The next meeting is on 17th July. The gates between the village hall and village green to be discussed.

3433. Parish Council Finance 2023/24 - Approval of Annual Accounts 2023/24 and completion of Annual Return: Thank you to Jill Moffat, who has undertaken the internal audit this year. The report was received along with some constructive feedback to improve WPC's bookkeeping. The accounts were unanimously approved. The AGAR forms are to be signed and sent to PKF Littlejohn, the external auditors. **Action: RC and Parish Clerk**

3434. EALC Affiliation Fee 2024/25: The yearly EALC Affiliation Fee provides WPC with access to valuable advice and support on varying parish council matters. It was agreed to pay the 2024/25 EALC Affiliation Fee.

Action: Parish Clerk

3435. 2024-5 Accounts and monies received:

RECEIVED	AMOUNT	DISBURSEMENTS	AMOUNT	CQ No.
		Village Hall Hire for June Meeting	£18.00	1258
		Additional payment to Business Services at CAS Ltd for Ansvar Insurance.	£1.39	1259
		Autoprint - Summer Edition of Village Newsletter	£249.00	1260
		C&W Fencing - Village Green Gates (Order 24/1)	£2,771.27	1261
		EALC Affiliation Fee 2024/25	£141.70	1262
		J Cole – Grant for Telephone Box Project	£100.00	1263
		Harry Jones – reimbursement for Padlock.	£21.99	1264
		Parish Clerk Salary for June 2024	£215.33	1265

3436. Confirmation of Account Balances:

Current Account: Balance as at 10 June £5,790.64

Deposit Account: Balance as at 10 June £6,850.46

3437. Any Other Urgent Business

- a. **Grant Application:** *Wrabness Community Shop - Request for up to £2000 toward the cost of refurbishment and upgrade of shop facilities:* WPC received this application, and noted it was not yet signed. Following discussion it was agreed to defer the application and seek procedural advice as some councillors are shareholders in the community venture and relating to eligibility for grant.
- b. **Information Item:** *Temporary event notice TENOP/5174/24 - Wrabness Community Shop and Bar. 27th July 2024, 16:00-23:00.* Noted.

The meeting closed at 21:08

The next Parish Council meeting will be held at 7.30pm on Wednesday 24th July 2024 in the Village Hall.

Juliet Attrill - Wrabness Parish Clerk

Contact Wrabness Parish Council: Email: wrabness.pariahclerk@gmail.com Telephone 07535812543