

Minutes of the ordinary meeting of the Parish Council held via Zoom on Monday 12th April 2021 at 7.30pm.

Chairman paused the meeting for a minute's silence in memory of HRH Duke of Edinburgh paid tribute for his long service of 70 years and offered condolence to the Royal Family.

Members of the public present: D Pounder, C Shepherd, Ward Councillor Mike Baynham.

Residents undertook speed monitoring by calculating time it took vehicles to travel between two points using mobile phones and partial vehicle registrations to calculate speeds. The outcome of the data confirms an average of 40 mph (highest measured 50 mph) which is conducive with the limit the PC wish to see implemented. Resident confirmed minor incident wing mirror clipped at the narrow section the previous week.

Ward Councillor Baynham admitted to meeting 19.35

Mr Pounder has also been in touch with the Highway's manager, he is awaiting information about community speed surveys. He raised concern regarding lack of action by Highways. He has also reviewed the government methodology for speed limits. Also reviewed the crash map data going back 21 years, there has been more minor accidents beyond last 5 years and believes it's only a matter of time. Mr Pounder acknowledged that Whitegate Lane is not a top priority for the Parish Council given school and other areas on the list.

Chairman acknowledged and thanked them for their efforts, confirming that the route is recognised as one of our top 6 priority routes in the parish. We will focus on a priority system for discussion later on the agenda but just because it is not our top priority doesn't mean we cannot help. Residents were encouraged to write letters of complaint directly to CWAC.

Ward Councillor Baynham asked the PC to confirm their requirement, will they accept a 40 mph even if it is not enforceable? It was confirmed the situation hasn't changed, the PC want a 40 mph but only offered 50 mph, we are still seeking 40 mph. We discussed with the PCSO and concluded 40 mph would have a beneficial effect even though cannot prosecute people.

Councillors made several comments including:

- Over the 22 years there have been 26 slight incidents and 9 serious with no fatalities, many of the accidents are located near Hartford or by the church not at the narrow section.
- Regardless of speed may catch wing mirrors because of narrowness.
- Not concerned that it is not enforceable as PCSO has outlined the difficulties of enforcing along the route.
- If the data shows an average of 40 mph why do we need to change speed limit. Will reducing the speed limit slow the speed down further?
- Unless we are prepared to pay for it, accept the 50 mph first make some progress and reduce at a later date.

Ward Councillor Baynham confirmed any decision to implement a speed limit change resides with the Head of Highways and Transport even if we are prepared to pay for it. It was confirmed the estimate for installing a 40 mph would wholly reside with PC/Members as it is not supported by Highways, circa £6.5k (this includes a contingency). Further reiterated that it could take several months to progress.

Fundraising concept to be discussed further by the resident group, whilst few houses other residents use the road and may be supportive.

Mr Shepherd left 19.56; Mr Pounder remained at the meeting out of view expecting to return later for the discussion about road safety.

Members of the Council present Cllr Rayner (Chair), Cllr Roston, Cllr Baldini, Cllr Leech, Cllr Matthews, Cllr Pickering, Cllr Yould

1. Apologise for absence.

Cllr Cotterill – Holiday

Declarations of interest.

None

2. Minutes

2.1 To approve the minutes of the ordinary Parish Council meeting held on Monday 8th March 2021. 1317/21 resolved that the Council approved the minutes of the ordinary meeting held on Monday 8th March 2021. Minutes will be signed retrospectively.

3. Matters arising from the minutes of the ordinary meeting on Monday 8th March 2021.

3.1 No matters arising

3.2 Note updates from 'Action log, outstanding actions will remain on the log until complete. A brief update as follows:

- 1) Wigwag signs – remains on hold.
- 2) Tesco lease – on agenda, draft lease has been received and review by Cllr Matthews who is liaising with Tesco solicitor.
- 3) St Mary's drive – CWAC highways unhelpful, they have suggested we can go to a design agency for a sign to comply with the correct standards then apply to CWAC to erect which may not be granted. Residents have not made contact. Parish Council agreed they can do no more to resolve this matter and to remove from our list.
- 4) Public Access Defib. at Café - in progress along with a list of other jobs in readiness for reopening. It was acknowledged this is a public defibrillator and should be available to users of the Whitegate Way even when the café is closed. Once installed it needs registering with NWS and weekly checks carried out.
- 5) A54 speed limit – there are delays with the speed survey which haven't been undertaken during lockdown and current staffing issues. Cllr Baynham was recently informed that the decision to amend a speed limit resides with the head of department. A speed survey has been requested but we are unclear how far up the list we are. Repeater signs 30 mph has been followed up, Clerk to report it too.
Action: Clerk
- 6) Stables at Beeches – Cllr Lewis contacting Environmental Health, Clerk to chase up.
Action: Clerk
- 7) Website – on the agenda, some Councillor pictures not received.
- 8) Whitegate Lane – crash map data shared.
- 9) Clay lane – pumping water on to highway. PC have been informed that a letter has been sent from highways to owner. Clark has shared Councillor Baldini's contact details but Highways have not been in touch. However, Cllr Baldini has met with the field landowner and resident, and is fully aware where the drain runs. There are issues with the bottom ditch, the issue is the highways drainage, water goes onto the field then runs into the land adjacent to Clay Lane Farm. Landowner confirms he had no other option to avoid flooding. Cllr Baynham has received a phone call from the property owner and is meeting at the weekend. Land owner has made a complaint to CWAC. Suggested Cllr Baldini attend the meeting, Cllr Baynham with share details.
Action: PB / MB

- 10) Permitted development info – DER circulated long document.
- 11) Road Safety RA scoring matrix – on agenda
- 12) Fly-tipping v use tips Costs – left with Cllr Lewis follow up next month.
It was noted that three large bags containing 'root balls' were dumped on Common Lane, but later moved to The Mosses. The matter was reported to Police as well as the subsequent relocation of bags as it was thought they were cannabis root balls.
- 13) Review and summarise planning permitted development information. This was recirculated.

4. Clerk's report and correspondence

4.1 Discussed and agreed action to Clerk's report and correspondence – all noted.
Noted Cllr Rayner and Cllr Pickering are attending the planning session on 20th April.

5. Planning

5.1 1318/21 resolved the following planning application responses:

There were no planning applications for comment.

Cllr Mike Baynham reminded the PC regarding planning protocols when a member calls in planning applications.

5.2 To discuss enforcement/complaints:

Case Farm – no change, a Councillor has taken a photograph of the site for future reference should an application be forthcoming.

The Stables at the Beeches – no further update.

Clay Lane Farm, land adjacent for siting of wooden structure – planning enforcement confirm there are matters to be regularised but are awaiting the outcome of the appeal.

5.3 updates regarding the following planning applications: none

5.4 Parish Council/Resident Action Group update on Gypsy Traveller Sites DPD – no update.
– keep on agenda as a watching brief.

5.5 Neighbourhood planning reforms – no further info

6. Finances

6.1 The bank statement for the current account showed a balance of £36,778.64 there are 4 cheques to be cleared through the bank. The current account balance remaining will be £54,056.58 (£80,866.21 including savings accounts). **1319/21 agreed:**

6.2 Pay ChALC affiliation fee £343.08

6.3 Pay TESCO lease £600 (note this is the old rate not the new), we will pay the additional amount when invoiced and the lease is completed.

6.4 Grass cutting quote. Have made enquiries with local contractor R Jackson and quote provided (similar price to existing contract). 1320/20 agreed to award contract to R Jackson.

Action: Clerk

6.5 Insurance renewal – not yet received paperwork. As this may need to be resolved before next meeting agreed for Chairman and Clerk to progress when the paperwork arrives.

Action: KR / Clerk

Asset register note – confirmed that the old set of Christmas lights are held by A Ball and Cllr Roston holds the new set of lights, clerk to update asset register.

Action: Clerk

Item 10 – Christmas lights relocate A Ball

D Pounder returned to live meeting 20.36 not recorded what time left.

7. Road Safety update

7.1 Vicarage Green – no updates

7.2 Road Safety updates – a scoring matrix has been drafted with various categories to assist in prioritisation. Accidents (objective) using Crash Map data, speed (subjective) and other factors including highway factors, and population. A discussion took place regarding the prioritisation and members asked to review and feedback comments for example the score given to the beeches for numbers impacted upon considering the users of the Recreation Room.

Sadly it was noted there was a fatality on Dalefords Lane recently, just outside of the parish boundary, we are unable to obtain and further information until the investigation is closed. There have been three fatalities on Dalefords Lane over many years, it was acknowledged that one was suspected of human error and other factors not just speed. Since the introduction of the 40 mph the number of accidents has heavily reduced.

7.3 Wig Wag signs – on hold

7.4 Litter, footpaths and styles – Reminder annual litter pick on Sunday 9th May. It was noted the boardwalk has been replace between New Pool and Petty Pool.

8. Parish Issues

8.1 Football field lease We have the draft lease from Tesco and Cllr Matthews has compared with the previous lease which also includes some legislation updates. Only one clause not particularly happy with and that is a reduced period for payment defaulting to 7 days with a result they can close tenancy. Cllr Matthews will contact the solicitor to discuss and negotiate. The PC were asked to confirm if they wanted to engage a solicitor or continue to progress in-house, whilst Cllr Matthews is not a solicitor, he is familiar with lease agreements and feels confident we can sign the agreement as they are very similar. Cllr Baldini proposed and Cllr Leech seconded that we do not need to engage a solicitor, all agreed this is low risk and to manage in-house led by Cllr Matthews. We may need to engage a solicitor to progress registration with Land Registry but not confirmed what the requirements are. It was also noted that the football club has submitted a LDC to CWAC for the containers. Cllr Matthews will also update the counter lease for the football club, Cllr Matthews and Clerk were thanked for their input which has taken a great deal of time and effort to reach this point.

Action: RM / Clerk

8.2 Tree felling Foxwist Green woods – Cllr Cotterill and Clerk reported to CWAC TPO team, Cllr Cotterill received a reply from the TPO officer. Approximately 50 trees have been felled next to the old Post Office. We have no further update.

Grays Health care - Cllr Rayner had an online meeting with the local and regional managers and both sides are keen to keep communication open. They confirm lessons learnt from the resident who went missing from the premises, they confirm the police are called if anyone does leave unattended, although the police were not needed as the resident was located. There are two residents supported by several care workers (2,3) there are more vehicles at shift changeover. The company confirm they have been to speak with neighbours after care workers entered their gardens unannounced. It was noted the properties were purchased in December 2019 and the accommodation is let to the two residents.

Ward Councillor Mike Baynham left 21.03

8.2 General Parish issues – none

8.3 Covid 19 matters – no matters identified

8.4 Resuming face-to-face meetings – The temporary legislation is due to expire on 7th May 2021, it is not known if this will be extended. If it is not extended, we will need to resume face-to-face meetings. Clerk to seek thoughts of the Headteacher regarding use of the school hall. PC are not comfortable with returning, most have not had their second Covid injection, some have not had any yet, unclear how PC can resume after 7th May when groups of 6 cannot meet indoors under current legislation. Clerk to continue to monitor. **Action: Clerk**

8.5 Annual Assembly – clerk sought advice from ChALC, it was suggested to arrange meeting online prior to 7th May. Agreed Tuesday 27th April online – 7.30 – 8.30pm. Agenda previously circulated: review of PC activities over the last 24 months. Agreed to invite community groups to prepare a short paragraph of what they have been doing / hoping to do which can be summarised and displayed on notice boards / website and outlined at the meeting. Cllr Yould to contact groups as follows: Churchwood (KR); WI; Café, Cubs/scouts, school, Vicar, football club. Clerk to share contact details. Clerk to invite Ward councillors, and advertise on our noticeboards, website and social media. **Action: PY, KR, Clerk**

9. Items for information and discussion only.

No items for discussion.

There being no further business this meeting was closed by the chairman at 9.26pm.

Signed by the Chairman Dated

Outstanding actions (if removed they are complete)

Ref	Date	Action Log	Responsible
7.3	Nov 19	Order wig wag signs - 3.3 10/2 noted VC to meet with expert at supplier company – on hold	VC / Clerk
Various	Feb 20 ongoing	Tesco lease chase lease again (Clerk) Review lease when arrives (RM) Review counter lease (RM) Container planning permission await outcome Football club (RM)	Clerk / RM
3.2	Jan 21- Apr 21	Public Access Defib install at the cafe	PY /RM
3.2	Oct 20 -Apr 21	A54 speed limit reduction / Cinder Hill 30 mph repeater sign	MB
5.2	Dec 20 - Apr 21	The stables at the Beeches – manure Env Health	GL
8.4	Nov 20 – Apr 21	Pictures of councillors for Website	All
7.2	Mar 21 – Apr 21	Scoring matrix for road safety RA – review and refine	KR / RM
7.4	Mar 21 – Apr 21	Fly tipping v everyone use the skips – to pose the question regarding cost of collecting fly tipping v allowing everyone to use the tips – clerk send reminder	GL
6.4	Apr 21	Issue grass cutting contract	Clerk
6.5	Apr 21	Insurance renewal review	KR / Clerk
6.6	Apr 21	Noted update of storage location for asset register	Clerk
8.4	Apr 21	Resuming face to face meeting, make enquiries	Clerk
8.5	Apr 21	Annual Assembly – zoom meeting PY – community groups for info Clerk advertise KR – update PC activities All attend	All

Agenda Call forward

Ref	Call forward date	Description
	Tbc	VRA re gritting, nuns grave
	Jan 2021	Football field / Tesco agreement
	April 2021	Case Farm

Notes: