



## WIX PARISH COUNCIL

Clerk to the Council: Mrs Emma Cansdale  
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Essex CO11 2PD

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### Minutes the Meeting of the Parish Council on Monday 18<sup>th</sup> June

Attendees: Cllr Guy Nelson (chair), Cllr Sue Lusher (vice-chair), Cllr Gary Bowers, Cllr Ray Murray, Cllr Kerry Mitchell, Cllr Bob Jemmett

#### 18/101 **Apologies for Absence**

Cllr Mark Townley

#### 18/102 **To receive members' declaration of interests in items on the Agenda**

Councillors to declare any disclosable pecuniary interests, other pecuniary interests, and non-pecuniary interests not already declared.

None

#### 18/103 **Minutes.**

The Minutes of the Parish Council meeting dated 21<sup>st</sup> May 2018 were accepted as a correct record and duly signed by the chairman.

#### 18/104 **Public participation session with respect to items on the agenda and other matters that are of mutual interest**

None

#### 18/105 **Clerks Report**

The clerk reported that alongside the general day to day council business, she has been preparing for the first quarter bank reconciliation, preparing the current year files and completing the LHP request for a signage review.

### **Finance**

#### 18/106 **Payments**

The council received the monthly finance update and approved payments totalling £1,002.54 (appx 1) It was also agreed to transfer £30,000 from the current account to the saving account.

**Proposed: Cllr Bowers**

**Seconded: Cllr Lusher**

**Agreed by all**

**RESOLVED**

#### 18/107 **Planning:**

The following planning applications were received:

- [Variation of condition 10 of application 17/00958/FUL to allow for an additional bedroom in the detached dwellings.](#) 

Land adjacent Clay Cottage Harwich Road Wix Essex CO11 2SA

Ref. No: 18/00883/FUL | Received: Mon 04 Jun 2018 | Validated: Thu 07 Jun 2018 | Status: Awaiting decision

*Recommendation: WPC wish to raise concerns regarding the off-road parking provision for this site, and whether it is appropriate for a 4-bedroom property.*

- [Outline planning application with all matters reserved for a replacement of a single storey dwelling \(formerly twin caravans\).](#) 

Land Adj to Dove Cottage Colchester Road Wix Manningtree Essex CO11 2RP

Ref. No: 18/00857/OUT | Received: Thu 31 May 2018 | Validated: Thu 31 May 2018 | Status: Awaiting decision

*Recommendation: Wix Parish Council make no comment at this stage.*

**Following a discussion, it was RESOLVED to submit the recommendations above to TDC.**

**Proposed: Cllr Lusher**

**Seconded: Cllr Murray**

**Agreed by all**

#### 18/108 **Solar Farm Fund**

Councillors discussed the ideas received from residents, and ideas suggested by councillors individually. These have been documented (\*app2) and will be open to public consultation and feedback. Further ideas from residents would be welcome.

#### Amenities

#### 18/109 **Allotments**

The terms of the new lease due to commence on 1<sup>st</sup> October 2018, were discussed by the council. Several points were raised, including the cost of running the allotments against the income they bring in (they run at a loss most years), the security of the site and possible alternatives. The term of the lease is 7 years with a review at the 3<sup>rd</sup> and 6<sup>th</sup> year. The cost is £290 per annum, payable to Tendring District Council.

Following a discussion, it was agreed to

- 1) Secure the site, so the only access is through the main entrance (this is of importance now the school are using the site) **Action: Working group, Clerk to write to adjacent properties.**
- 2) Confirm if the lease can cease at the 3 year review. **Action: Clerk**
- 3) Ascertain whether a rent reduction is possible. **Action: Clerk**
- 4) Investigate alternative sites. **Action: Cllr Bowers**

Following confirmation of the above, the lease will be reviewed at the July meeting, and the outcome reported to TDC

**Proposed: Cllr Nelson**

**Seconded: Cllr Lusher**

**Agreed by all**

**RESOLVED**

#### 18/110 **Field Hire Terms of Reference**

The draft policy for the Hire of Wix Playing Field and guidance to hiring the pitch/non-pitch activities were provisionally agreed, and subject to final scrutiny will be adopted at the July meeting. Hire fees will also be agreed in July.

**Proposed: Cllr Lusher**

**Seconded: Cllr Murray**

**Agreed by all**

**RESOLVED**

#### 18/111 **Public Rights of Way (PRoW)**

Cllr Murray and the clerk reported that Wix and Wrabness Primary School had approached them regarding the condition of the ProW in Wix. The school would like to begin walks around the village but are hampered by the vegetation. The following options were considered.

- a) To report issues to Essex Highways. This will only result in the ONE schedule cut per year, per footpath.
- b) To establish a Parish Paths Partnership (P3) Service Level Agreement (SLA) with Essex Highways, where WPC pay for a contractor to cut the paths, and a contribution is made from Essex Highways.

- c) To establish a P3 volunteer group, where Essex Highways are left to carry out the ONE scheduled cut per path, but a group of volunteers carry out additional cutting where required. Training and equipment is funded by Essex Highways.

Following a discussion, it was agreed to investigate option c) further, and put a request out for volunteers. Shirley Anglin, ECC PRoW and Localism Officer will be invited to the September meeting to discuss the scheme.

#### **Trees/Field**

- a) Cllr Nelson reported that the container has been partly painted and the remainder will be completed in due course.
- b) Cllr Bowers reported that the VHMC were happy with the suggestion of a flowering cherry tree, and will progress subject to some final checks
- c) The clerk reported the advice from Clive Dawson, TDC tree warden on the most appropriate solution for the Royal Oak, and it was **RESOLVED** to 'stake' with a cross member (rubber ties) to a budget of £50.00. **Action: Cllr Nelson, Cllr Jemmett**
- d) Following a discussion, it was **RESOLVED** to plant a hazel tree by the container. **Action: Cllr Nelson**

Cllr Bowers reported a complaint regarding the tree on the boundary of Foxearth. **It's planned removal will be actioned by Cllr Nelson and Cllr Jemmett**

#### **18/112 Fireworks**

To receive a report on the planned display for 2018

- a) A budget of £2,550 for fireworks (Fireworks only) was **RESOLVED**
- b) A budget of £100 for sundries was **RESOLVED**
- c) A budget of £200 for merchandise was **RESOLVED**
- d) The clerk reported that the school were unable to provide refreshments this year. It was agreed to approach the Hog Roast company used at the Fair (**Action: Cllr Mitchell**) and Riverside Fish and Chips (**Action: Cllr Bowers**) to see if they would like to provide refreshments at the fireworks display. The youth club will be selling sweets, chocolates and soft drinks, and another indoor vendor will be approached to sell cakes.
- e) No further points raised.

#### **18/113 Insurance**

Following a discussion, it was **RESOLVED** to agree the insurance policy and renewal (long term agreement) at a cost of £594.13 subject to confirmation of adequate cover (as reviewed by the clerk)

**Proposed: Cllr Murray**

**Seconded: Cllr Lusher**

**Agreed by all**

#### **General**

#### **18/114 Community Speed Watch**

Cllr Lusher reported that Wix is now an approved site for Trucam, which is a high-tech camera that can automatically send fixed penalty notices to offenders. It can also be used as evidence when offenders claim they are not driving and can detect additional offences such as not wearing a seatbelt and using a mobile phone whilst driving.

#### **18/115 Crime Report**

The Neighbourhood Watch signs have been received and installed, however, additional sites are required. If anyone has space on a wall or fence at the front of their property, please contact Cllr Ray Murray.

#### **18/116 Correspondence.**

A Local Plan update was received. This will be put on the website.

A Psychology student has asked for volunteers for a study. This will be circulated to councillors

#### **18/117 Reports and updates**

- **Highways- Clerk.** No further report
- **Village Hall-** Cllr Bowers reported that a loft ladder has been installed, and flooring is going in.
- **TDALC- Cllr Mitchell did not attend the last meeting but will forward the minutes once they become available.**

Cllr Murray requested that the grass cutting for the fair is completed on Monday 9<sup>th</sup> or Tuesday 10<sup>th</sup> July

18/118 **Items to be added to next Agenda**

Allotment lease  
Field Hire Policy and charges

18/119 **Items of interest and note.**

- The next Parish Council Meeting will be held on Monday 16th July 2018

**Closed session**

*The following items were held in a closed session. The public were excluded in accordance with the public bodies admission act 1960, due to information being discussed relating to commercially sensitive and personnel matters*

18/120 **Clerks Salary**

The chairman gave a report of the proposed pay scales for the clerk for 2018/19 and following a detailed discussion, it was **RESOLVED** to award the clerk a pay rise to scale point 24. Objectives and areas for improvement were identified and will be formalised through the appraisal process.

**Proposed: Cllr Nelson**  
**Seconded: Cllr Jemmett**  
**Agreed by all**

**Small Area Grass Cutting**

Following a discussion, it was **RESOLVED** to continue using Mr Woods to cut the small areas, at a cost of £10 per hour.

**Proposed: Cllr Mitchell**  
**Carried**