



Stanway

Parish Council

Parish Clerk: Donna Tristram

Victory Hall, Villa Road,
Stanway, Essex CO3 0RH

P: 01206 542221/07759 837111

E: clerk@stanwaypc.org.uk

21/01

Minutes of the Parish Council Meeting held on April 29th 2021

This meeting was conducted under the Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) (England) Regulations 2020 which mandates public access and took place using the Zoom video-conferencing application.

Present: Cllrs J. Spademan (Chairman), Baines, Chambers, Cotta, Dundas, Jordan and Norton

1 x Representative from Tarmac Quarry and 4 x Representatives from Tollgate Partnership (to Item 6), the Parish Clerk, Deputy Clerk and Clerk's Assistant were also present.

1. Chairman's Welcome

The Chairman gave a welcome to all attending and confirmed that the meeting was being recorded and would be loaded to Stanway Parish Council's website for public viewing.

2. Apologies for Absence

Apologies were received and accepted from Cllrs Bloomfield, Botha & Williams, and from the RFO.

3. Declaration of Interests

To **RECEIVE** delegated Declaration of Interest Dispensation decisions or **APPROVE** such dispensation requests where required - **NONE**

4. Public Participation – NONE

5. Minutes of the Parish Council Meeting on 25th March 2021

RESOLVED - to approve the Minutes (previously circulated) of 25/03/2021 as a true and accurate record.

6. **RESOLVED** - to adopt the following Committee Reports - see <https://www.stanwaypc.org.uk/council-meetings.html>

a) Planning Committee: To note the (draft) minutes (*previously circulated*) from the Planning Committee Meetings held on 6th and 20th April 2021

b) Corporate Governance Committee: To note the (draft) minutes (*previously circulated*) from the Corporate Governance Committee Meetings held on 14th April 2021.

c) Community Assets Committee: To note the (draft) minutes (*previously circulated*) from the Community Assets Committee Meetings held on 21st April 2021

d) Community Services Committee: To note the (draft) minutes (*previously circulated*) from the Community Services Committee Meetings held on 13th April 2021

e) Burial Ground Sub-Committee: To note the (draft) minutes (*previously circulated*) from the Burial Ground Sub-Committee Meeting held on 6th April 2021

7. Presentation by Head of Strategic Planning South Region, Tarmac, regarding mineral extraction on land south of Maldon Road as a short term extension to Stanway Quarry. An informative, visual presentation was provided with questions answered after concerning a 3 year extraction plan of land bordering on the zoo's current overflow carpark. This land was sold to the Zoo with reserved rights to extract minerals by Tarmac in 2012. The plans are in the very early stages. It is proposed the extracted product will be transported over Maldon Road by conveyor belt and the initial clearing of the land will involve minimal heavy plant movement. Plans are also included to minimise impact, protect and enhance the Roman River and Grymes Dyke. A link to the presentation will be provided for the Council to publicise

8. Briefing Presentation by Tollgate Partnership Limited regarding current designs for **Tollgate Village Development** A representative from Barton Willmore presented the new designs for the previous Sainsbury's site development as COVID has given the developers a chance to reflect and make a few changes to the previously approved plans. Changes include pocket parks and more trees and greenery around the development, an office block and hotel and one access point to Tollgate Road being removed. The developers hope the facility will provide a "town centre" for Stanway,

21/02

with eating areas and leisure facilities (cinema and bowling), a plaza and more outdoor communal spaces. Visitors will also be able to navigate around it by foot and bike and a Toucan Crossing will be incorporated across the bypass. The anticipated added value to Stanway is £65million, creating 880 new jobs on completion and 480 during the build process. 1400 residents have been leafleted and 2 public webinars will come on-line next week with the public consultation ending 18th May 2021 and plans being submitted to CBC thereafter. The Councillors raised concerns about added traffic, carparking spaces (the new plans have a reduced number of 1350), access from the educational centre of Stanway, pedestrians crossing over the current bypass (suggestion of a footbridge) and the need to preserve any archaeological remains. Links will be sent over to publicise the development to residents on the Council's social media and website.

9. Essex County Councillor's Report - Essex County Councillor's report – Cllr Bentley sent apologies and asked for it be noted that hedges on the London Road junction with Albertine Close, which had become badly overgrown, had recently been cut back by CBC Rangers.

10. Borough Councillors' Reports – Cllr Dundas provided an update regarding the High Court Decision confirming primary legislation was required to extend virtual meetings beyond 7th May and advised CBC's AGM would take place 26th May in Charter Hall

11. To CONSIDER any actions arising from matters brought to the Council's attention during Public Participation - **NONE**

12. Clerk's Report

a. To RECEIVE an update and act on any ongoing action items from previous meetings, per the circulated list – **NOTED**. The Clerk advised on possible options concerning physical meetings recommencing from 7th May and advised the Council that she would revert back shortly concerning the legalities around this issue. A show of hands from Councillors present indicated that Councillors were happy to return to face to face meetings as dictated.

13. To RECEIVE applications to become a Parish Councillor or to **APPROVE** any changes to the membership of the Committees of the Parish Council or to **APPROVE** any (changes to) appointments to outside bodies. The Clerk **ADVISED** the Council that Committee Members agreed at the AGM, 4th June 2020 and at subsequent Council meetings would be firstly expected to attend with full voting rights, and then Clerks to each Committee would request attendance of substitute Councillors if they were needed by firstly contacting the substitute members agreed at AGM, 4th June and secondly to invite remaining councillors if needed to ensure quorum.

14. RFO Report

a. Payments on-line or by cheque

RESOLVED – to approve the payments on-line/ by cheque for the latter part of April (circulated and verified against invoices by the Clerk prior to the meeting)

29 April 2021 (2021-2022)

**Stanway Parish Council
PAYMENTS LIST**

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
31	MW Consumables	28/04/2021		Unity Trust Bank		MW Tools and supplies	Kent Blaxhill	S	47.39	9.48	56.87
32	Travel expenses	28/04/2021		Unity Trust Bank		Travel Expenses	C Clouston	X	7.38	0.00	7.38
33	Postage	28/04/2021		Unity Trust Bank		Postage	C Clouston	E	2.55	0.00	2.55
34	CE Expenditure	28/04/2021		Unity Trust Bank		Entrance fee	C Clouston	X	10.00	0.00	10.00
35	IT/PA System Reserve	28/04/2021		Unity Trust Bank		Docking station	C Clouston	S	101.45	20.29	121.74
36	CE Expenditure	28/04/2021		Unity Trust Bank		Bunting	C Clouston	E	23.73	0.00	23.73
37	CE Expenditure	28/04/2021		Unity Trust Bank		Banner	C Clouston	S	34.05	6.81	40.86
38	Risk Management	28/04/2021		Unity Trust Bank		Zoom subscription	C Clouston	S	11.99	2.40	14.39
39	Phone/Broadband charges	28/04/2021		Unity Trust Bank		Telephone & Broadband	C Clouston	X	10.00	0.00	10.00
40	Training - All	28/04/2021		Unity Trust Bank		Councillor/staff training	EALC	S	140.00	28.00	168.00
41	Training - All	28/04/2021		Unity Trust Bank		Councillor/staff training	EALC	S	140.00	28.00	168.00
42	Grounds maintenance	28/04/2021		Unity Trust Bank	Standing Order	Grounds Maintenance	Dines Agri Services	X	500.00	0.00	500.00
43	Printer maintenance	28/04/2021		Unity Trust Bank		Printer supplies	Corona Corp Solutions Ltd	S	9.68	1.94	11.62
44	Annual Subscriptions	28/04/2021		Unity Trust Bank		Annual Subscription	ICCM	E	95.00	0.00	95.00
45	IT/PA System Reserve	28/04/2021		Unity Trust Bank		Router upgrade + licence	I.T. Suint	S	446.41	89.28	535.69
46	Postage	28/04/2021		Unity Trust Bank		Postage	Donna Tristram	E	7.74	0.00	7.74
47	Training - All	28/04/2021		Unity Trust Bank		Councillor/staff training	Donna Tristram	S	90.00	18.00	108.00
48	Training - All	28/04/2021		Unity Trust Bank		Councillor/staff training	Donna Tristram	S	35.00	7.00	42.00
49	Phone/Broadband charges	28/04/2021		Unity Trust Bank	Direct Debit	Telephone & Broadband	NSN	S	126.89	25.38	152.27
Total									1,839.26	236.58	2,075.84

21/03

- b. Financial Reports – RECEIVED and NOTED** - a list of Payments (net of staff salaries) and Receipts since the last Parish Council meeting, a year-to-date Receipts and Payments Summary, along with an updated Bank Reconciliation.
- c. To AUTHORISE** (if required) contracts or project expenditure exceeding any committee's £10,000 delegated authority – **NONE (except 16a)**.

15. Reports from Outside Bodies – DEFERED (to May meeting due to time constraints)

- | | |
|--|---|
| a) Colchester Association of Local Councils | b) Village Hall Management Committee |
| c) School Governors | d) Quarry Liaison Group |
| e) Footpath/Tree Warden/Hedgerow Officer | f) Bus Passenger Representative |
| g) Rosemary Alms Houses | |

16. Items referred/requested for consideration by Committees or Members of the Parish Council

- a) RESOLVED** to accept recommendation from Burial Ground Sub- Committee to contract Cooke and Philips (being the cheaper of two quotations provided) to build a new Memorial Wall at Comb Meadow Burial Ground
- b) REQUEST** for Clerk to contact the management company for the owners of the Drought Garden as requested by Community Assets Committee to recover SPC street furniture – The **Clerk** confirmed she had contacted JLG's Management Company concerning the return of furniture, signage on the hoarding and the line of sight through the footpath.
- c) To REVIEW and COMMENT** on Corporate Governance Review Stages 1 & 2 as requested by Corporate Governance Committee – This was discussed under the Clerk's Report (No. 12). The Clerk advised that Stage 2's questions needed Councillors' attention. It was **AGREED** to defer further discussion to May Corporate Governance and Full Council meetings due to time constraints. The Chairman will discuss setting up working groups virtually in the meantime with the Clerk who will now take over heading the review process from the RFO.

17. Information Update – Cllr Dundas discussed the issues around political signage in Stanway and **Cllr Baines** suggested lateral flow COVID tests which are free from pharmacies could be used by councillors and officers prior to physical meetings.

18. Items for Committees/ Next Council Meeting – Corporate Governance Review – Stage 2

19. Date and time of next meeting - the next scheduled meeting of the Parish Council will take place on **Thursday 27th May at 7.00 pm** – Victory Hall

The Chairman closed the meeting at 9.24 p.m.