



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

23/14

Minutes of the Parish Council Meeting held at 7pm on 28th September 2023 in the Victory Hall

Present : Cllrs Baines (Chair), T Bloomfield, Chambers, Cotter, Hagon (until 7.50pm), McAllister & Spademan

Also Present: The Parish Clerk, Finance Officer and 2 SISK Representatives, who departed after item 7)

1. The Chairperson welcomed all present

2. Recorded & approved apologies of absence - Cllrs, D Bloomfield, Jordan, A Norton, J Norton, J Seabrook, S Seabrook & the Deputy Clerk. Cllr Kevin Bentley (Essex County Council) and Cllr Jackie MacLean (Colchester City Council) also sent apologies.

3. Declaration of Interests – None declared

4. Public Participation – None present

5. Minutes of the Parish Council Meeting 27th July 2023 – APPROVED & signed as a true & accurate record

6. Adoption of Committee Reports – see <https://www.stanwaypc.org.uk/council-meetings.html>

NOTED the (draft) minutes (*previously circulated*) from:

- a) **Planning Committee** meeting held on 15th August 5th & 19th September 2023
- b) **Corporate Governance Committee** meeting held on 9th August & 13th September 2023
- c) **Community Services Committee** meeting held on 12th September 2023
- d) **Community Assets Committee** meeting held on 20th September 2023

7. John Sisk and Sons Limited Presentation – Senior Social Value & Stakeholder Managers, working on behalf of National Highways provided a presentation update on the A12 junction 25 Marks Tey to junction 26 Stanway concrete road reconstruction scheme.

The following project update was provided:-

Oct 2022 work commenced on Junctions 25-26, A12

May 2024 work expected to complete

Project Cost 39.6 million

Length of scheme – 3.5km

Current position - 30-40% complete

Current traffic – 34,000 people per day

Scope of works – excavating existing road surface and recycling back into the road where possible, installing new stone where needed, new drainage as required, new asphalt surface and new safety barrier and signage installations

Done drainage on North, south to follow

Progress – Currently working on the northbound Carriage and once complete will transfer to the south

Northbound to J26 completed and all drainage on the north carriageway

Currently in Phase 3 of the scheme and by the middle of October the north carriageway should be complete

Mid Oct – will start on South – all surveying has already been completed

6th Oct – Junction 25-26 will be closed for the weekend

Draft until signed.....Chair Date...../...../20..... This page..... of.....

SISK are now issuing most updates online due to quick turnarounds, so refer to National Highways East Region <https://nationalhighways.co.uk/our-roads/east/a12-junction-25-marks-tey-to-junction-26-stanway-concrete-roads-reconstruction/> and Twitter. They also advertise in the community ie., will have information at Marks Tey's Farmers Market, between 9-1pm, Sat 30th September

Questions were asked by members as follows:-

Cllrs Baines was concerned about the recently installed surface having to be taken up, so requested assurances about the longevity of the new surface. SISK confirmed the surface was replaced due to the levels on the last bit of crossover from the north to south carriageway – this was a temporary, contraflow surface and the permanent surfaces should last 40+ years

Cllr Hagon requested SISK consider full implications of the traffic flow around The Princess Charlotte Pub, Sainsburys and London Road areas when switching to the south carriageway as congestion is already a serious problem and Highways will need to work with SISK to mitigate issues.

Cllr Hagon reiterated Colchester City Councillor Lewis Barber's question about National Highways paying for damage to surrounding roads due to the weight of construction vehicles. This relates, in particular, to Warren Lane which the Quarry Liaison Group have also highlighted and there is also the damage caused by the increase in diverted traffic eg., the new road system at Stanes Park has already required Essex Highway repairs. Therefore, will National Highways pay for all of this consequential damage? SISK could not answer this question, but would look into options. To this end, Cllr Baines urged SISK to work with Essex Highways to complete any repairs before they left

The Council, as a whole, agreed with Cllr Chambers that Copford, Marks Tey and Stanway had suffered a lot through these A12 works. SISK advised they hope to mill down the material on the southbound carriageway, which will limit the disruption as the number heavy goods vehicles will reduce and as it is a safer process, the roads will not need to be shut so often to protect the workforce.

Cllr Cotter asked if the end date of May 2024 was realistic? SISK advised it was, with one caveat being the weather!

SISK then introduced their **Social Fund** which will be available to the Parish Council up until the project ends

They offer a volunteering service to help maintain parish owned assets and non-city, county and privately owned land SISK can also provide equipment and pay for certain low cost assets and upgrades.

The Clerk will provide a list of potential projects for consideration, detailing type of work, deadline, number of volunteers and rough timeframe

8. Essex County Councillor's Report – Councillor Bentley's written report was noted

9. City Councillors' Reports -Cllr Hagon provided the following verbal update:-

As graffiti appears to be popping up around Stanway, Cllr Hagon requested any issues, whether on public or privately owned land, be reported to him or other ward councillors ASAP so this does not become a trend. Also, take a photo so repeat offenders can be identified. He thanked SPC for quickly removing graffiti from its bus shelter and advised Neighbourhood Services are responding in relation to private property and the City Council deal with their property. Lakeland residents have experienced anti-social behaviour eg., doors being kicked and abusive language being used so the Community Policing Team will be doing a walk around to talk to residents. Cllr Hagon will also be present and will enquire if a Parish Councillor can also attend. The Police intend to do more visits.

ECC/EH have agreed that the roundabout surfaces in Stanway, particularly around the Princess Charlotte and Sainsburys (4 in total) are unsatisfactory

02 signal strength in Stanway is an issue and Cllr Hagon is exploring how this can be improved eg., meet with providers to ensure further infrastructure is part of a development, not retrofitted, which often provides a lesser service

As Committee member on the **Local Highways Panel**, Cllr Hagon advised:-

Warren Lane – fixed 40mph speed limit request is at the validation stage and funding is needed

Additional T sign at Rose Avenue as one on left always hidden by foliage

Wren Close - more accessible barriers at footpath re: mobility/pushchair access

Request made that when budgeting for Community Safety, Stanway Parish Council consider funding LHP applications

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Cllr Hagon confirmed his Locality budget of £ 2000 will be granted to the Council, subject to scheme compliance. Current items to be considered are benching at Comb Meadow Burial Ground and/or 20's Plenty Signage and installation.

Cllr Hagon will provide a list of all known "no man land" in Stanway to the Clerk.

10. To CONSIDER any actions arising from matters brought to the Council's attention during Public Participation – **None present**

11. To RECEIVE applications to become a Parish Councillor and/or to **APPROVE** any changes to the membership of the Committees of the Parish Council and **RECEIVE** an update from any Councillor training – **Councillors present updated the training record.**

12. Clerk's Report- RECEIVED & NOTED an update re: ongoing items from previous meetings (*per circulated list*)

13. RFO Report Financial Reports -

a)RECEIVED 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.

b). To AUTHORISE contracts or project expenditure exceeding any committee's £10,000 delegated authority – **NONE PRESENTED**

c). AUTHORISED virements, as follows:-

Cost Code	Description	Amount	Source
207	Jansma Park	£ 10,000	Jansma Park Reserve
27	Office Upgrade	£ 500	Village Hall Reserve

d).AUTHORISED an increase in the Maintenance Worker's existing debit card to £ 200 total expenditure (the limit of £ 50 per transaction will remain) to avoid future card declinatures in accordance with Financial Regulation 6.19 (*A debit card may be issued to an employee subject to a single transaction limit. Such transaction limit will be set by the Council. Transactions and purchases made will be reported to the Council or a duly delegated Committee*).

14. CONSIDERED the Council's position & **AGREED** the Clerk will write to Colchester City Council's regarding the garden waste charges (which will be introduced in early 2024) to state the Council's disappointment with this decision and dissatisfaction with the lack of consultation and communication, including over reliance on the internet, to residents.

15. REVIEWED and **APPROVED** the Council's investments proposed by the RFO in accordance with the Investment Policy adopted at May 2023 Full Council meeting.

16. CONSIDERED & AGREED to **ADOPT** the thorough set of the RFO's amendments to the Financial Regulations as proposed by the Corporate Governance Committee

17. RECEIVED an update from the Clerk regarding the Jansma Park Working Group and **DECIDED** on a **RESOLUTION** that emergency spending powers will be given to the Clerk to spend within the £ 10,000 (Cost Centre 207) to secure the land once ownership is concerned. **AGREED** to full searches (under cost centre 40, Professional Fees) as proposed by Ellison Solicitors. **AGREED** members of the Jansma Park Working Group as:-

Members - Cllrs Baines, Jordan, Chambers, Spademan, A Norton & S Seabrook

Officers - Clerk, Deputy Clerk and RFO

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18. Reports from Outside Bodies

- a) Bus Passenger Representative – Cllr Chambers to attend November hybrid meeting at County Hall
- b) Colchester Association of Local Councils – No update as meeting was 28th September 2023
- c) Emergency Planning Office – No update
- d) Footpath/Tree Warden/Hedgerow Officer – Nothing to report
- e) Quarry Liaison Group – Members and the Clerk will be visiting the Quarry 5th October 2023
- f) Rosemary Alms Houses – No update
- g) School Governors – Cllrs A Norton and J Seabrook are going through the induction process for Stanway Primary Governors and Cllr D Bloomfield for Lakelands Primary
- h) Village Hall Management Committee – Cllr Baines thanked the Council for the soakaway upgrade and air conditioning installation in the Committee Room, Victory Hall and confirmed a £ 1000 donation had been paid towards this project. Thankfully, bookings remain unchanged and Tollgate’s overflow carpark is being regularly used.
- i) Winstree Road Working Group Party – The Clerk &/or Cllr Hagon will attend the Healthy School Meeting, Friday 28th September 2023 and update accordingly.

19. Information Update – Stanway Primary’s site manager cut back the hedgerow on the walkthrough opposite the school. The Clerk will write to the school in thanks and recognition of this public service After Cllr Baine’s assistance in securing an Enover Grant to repair the War Memorial, St Albrights were successful in obtaining a further Enover grant of £ 50,000 to upgrade the church roof and this is currently underway.

20. Items for Committees/ Next Council Meeting –

- i) Corporate Governance to consider Community Assets request to review councillor tablets & staff computer equipment is fit for purpose

21. Date and time of next meeting - the next scheduled meeting of the Parish Council will take place on **Thursday 30th November at 7.00 pm, Victory Hall, Stanway Community Centre.**

The Chair closed the meeting at 9.22pm

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13a). Listing 2023/24

There were 45 payments totalling £44,352.11 and no receipts during the period 27 July 2023 (the date of the last Council meeting) and 31 August 2023 (the date of the most recent statement from Unity Trust Bank plc).

The payments to HMRC and Essex Pension Fund (both on 23 August 2023) comprised employees' tax, National Insurance and pension contributions as well as the National Insurance and pension contributions due from the Council.

In accordance with paragraph 5.2 of the Financial Regulations, the transaction list at Appendix One omits personal information (such as individual payroll information) and other sensitive information.

Transaction List

Date	Receipt	Payment	Name
28-Jul-23		24.90	Screwfix Direct
28-Jul-23		19.00	Screwfix Direct
28-Jul-23		20.45	Screwfix Direct
28-Jul-23		10.88	Screwfix Direct
04-Aug-23		30.00	Stanway Village Hall Management Committee
04-Aug-23		8.00	Barclays Bank
10-Aug-23		514.80	A&J Lighting Solutions
10-Aug-23		26.29	Amazon Payments UK
10-Aug-23		30.99	Amazon Payments UK
10-Aug-23		75.00	Karl Semmence
10-Aug-23		37.80	TBS Hygiene
10-Aug-23		600.00	SLCC Enterprises
10-Aug-23		35.00	Colchester Association of Local Councils
10-Aug-23		181.70	Donna Tristram
10-Aug-23		720.00	TWH Tree & Garden Services
10-Aug-23		80.00	M J Baker
10-Aug-23		286.80	TBS Hygiene
10-Aug-23		220.00	M J Baker
10-Aug-23		22.99	Amazon Payments UK
10-Aug-23		264.00	The Play Inspection Company
10-Aug-23		30.00	Stanway Village Hall Management Committee
10-Aug-23		96.00	Regional Life
10-Aug-23		2,478.61	Colchester Borough Council
10-Aug-23		114.00	Essex Association of Local Councils
10-Aug-23		515.20	Nicholas Dines t/as Dines Agri Services
10-Aug-23		18.00	Stanway Village Hall Management Committee
10-Aug-23		41.25	Ernest Doe & Sons
14-Aug-23		218.38	New Star Networks
16-Aug-23		26.90	Angela Lingham-Baker
16-Aug-23		3.00	Lloyds Bank
17-Aug-23		118.80	Saint IT
17-Aug-23		211.93	Saint IT
17-Aug-23		152.76	A&J Lighting Solutions
23-Aug-23		3,276.04	Essex Pension Fund
23-Aug-23		47.97	Amazon Payments UK
23-Aug-23		2,884.03	HMRC
23-Aug-23		43.29	Amazon Payments UK
25-Aug-23		22,883.40	Henderson & Taylor
30-Aug-23		24.90	Screwfix Direct Limited