



Clerks Report for Full Council November 2023

Agenda Item	Subject		Status
269	Stanway/Tollgate Link	<p>Planning Application - 212943 6/5/2022 –Land Agent happy to talk to SPC when the work does start re: widening the path to accommodate cycles or put in railings at either end of the footpath.</p> <p>03.23 – Land Agent has removed hoarding & strimmed back – a new tenant will be taking possession & putting new plans in (so 12 week planning consultation again) – it is expected that there will be only be minor changes. The Clerk has reminded land agent of the right of way that will need to be amended as a separate agreement to any planning requirements</p> <p>05.23 Enovert & the Quarry have advised they have no further records regarding the “dedication” reference within their grant paperwork</p> <p>08.23 - Clerk attended the Archive Records Office but did not find any relevant documents regarding the land being “dedicated”.</p> <p>10.23 - The Clerk will send over relevant documents to Cllr D Linghorn-Baker who will review the Council’s position</p>	
332	SPC & SVHMC MoU	<ul style="list-style-type: none"> The Clerk has several templates from RCCE to consider with SVHMC for drafting an MoU to confirm the current verbal MoU. After confirming liability with SPC insurers, the Clerk has confirmed with SVHMC that all hirers using the field (unless for a large event), will hire through SVHMC & arrange for SPC’s disclaimer to be signed regarding liability. 09.23 CAC AGREED to revised proposed disclaimer from SVHMC re: use of playing field by hirers 10.23 - Tollgate hall WiFi COMPLETED as OpenReach repaired the cabling and IT contractor was able to activate 07.23 – Clerk will set up meeting with SVHMC to draft any amendments to MOU for CG/FC consideration 	
9.7.6	Emergency Planning	<p>EP Working Group report – to be revisited in July/August in association with new community centre. 08.23 Clerk to commence working on this Autumn 2023 with Cllr D Linghorn-Baker support</p>	
CG 21/10	Footpath/Cycle Path enhancements	<p>WINSTREE ROAD</p> <p>ECC HAVE DISBANDED WINSTREE ROAD WORKING GROUP MEETINGS FOR THE TIME BEING- The Clerk expressed disappointment.</p> <p>FC 09.23 Cllr Bentley confirmed he is still waiting for the Scouts to make contact regarding funding options to move buildings re: possible Villa Road access to The Stanway School</p> <p>09.23 EH TO83C have advised they may be able to escalate the flooding issue London Road/Millers Lane (instead of SWAS who have put the project back a year)</p>	

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		<p>06.11.23 EH TO83C advised they can no longer escalate this project and have advised “We have a provisional estimate of £40k for the SWAS drainage scheme.... I regret I am unable to give you a timescale for a decision My operational colleagues can tell me only that it will be some while. While I will keep promoting the requirement for the scheme at every opportunity, I recommend you assume that the works will not be undertaken by Highways this financial year”</p> <p>29.09.23 Clerk & some Cllrs attended the Healthy School Street public consultation, where possible improvements were discussed with residents, such as pencil pavement bollards, Villa Road access to The Stanway School & prohibiting vehicles/enforcing parking restrictions. EH advised there is ATF4 budget for improvements and a Healthy School Streets Strategy is currently being produced which will look at how to prioritise Healthy School Street requests. The Clerk will chase up for results from the consultation</p> <p>11.23 - NO COMMUNICATION HAS BEEN RECEIVED YET FROM ESSEX HIGHWAYS</p> <p>THE FOLLEY, Villa/Winstree Road 02.23 further request for edging price to sure up mud banks have been sent to Cllr LSB</p> <p>11.23 SISK HAVE BEEN REQUESTED TO CLEAR THE FOLLEY – PENDING A RESPONSE</p>
GC 20/22 NO. 9	Transfer of ownership of SWG & LLS Playgrounds	<p>09.23 & 10.23 The Clerk has requested EALC pay the £ 6000 grant on confirmation from Ellisons that the park titles have transferred to SPC.</p> <p>11.23 EALC HAVE CREDITED £6000 TO SPC FOR THE CIF GRANT</p> <p>THIS ISSUE HAS NOW BEEN CONCLUDED – PENDING RECEIPT OF THE OFFICAL LAND REGISTRY DOCUMENTS</p>
CGC 22/03 9 & FC 23/11 No. 14	S106 Funding	<p>02.23 – CCC S106 advised there all funds have now been allocated to projects – The Clerk is awaiting further information</p> <p>02.23 – CCC S106 have requested an updated project list from SPC – 02.23 FC deferred response to after a decision is made on Comb Field donation</p> <p>07.23 FC agreed on SPC projects for future S106 grants – The Clerk will advise CCC. The Clerk has requested substantiation of recent, past expenditure as Stanway does not have any grant left according to CCC</p> <p>07.23 – The Clerk & Chair have been emailing Ward Councillors, CCC Head of S106 & CCC Planning Officer to establish what funding can be sought for Comb Field in relation to Planning Application 212507 (London Road, Stanway – Weston Homes), & any other planning applications – 08.23 The Clerk will be discussing this with CCC Planning Officers & Cllr Baines has emailed Ward Councillors regarding funds for Comb Field</p> <p>09.23 – The Clerk has emailed relevant contacts for Leisure, Essex Highways and Facilities re: SPC S106 requests</p> <p>01.11. 23 – Wyvern Developers to meet with SPC – SPC will then follow up with a CCC Planning Officers and Ward Councillors. Weston Homes meeting proved productive re: highlighting S106 funding for Jansma Park development. Weston Homes are also prepared to assist with public consultation. Meeting has been organised for Weston Homes to update SPC and Ward Councillors 13.12.23</p>
CGC 22/04 11	Local Highway Panel (LHP) Update	<p>05.23 LHP produced Feasibility Study into signalised crossing on A1124 London Road near Millers Lane</p> <p>06.23 CGC with LHP rep notes circulated – budget remaining for 2023/4 is £ 96,000.</p> <p>08.23 – The Clerk has asked the LHP to consider CG’s request for the crossing at Hobycraft/London Road to be signalled</p> <p>10.23 – CGC reviewed data from automatic traffic count on the B1408 London Road – no action can be taken. Clerk will respond to resident who raised speeding issue</p> <p>11.23 – CS have requested CGC submit application for 20’s Plenty Signage around local schools</p>

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		11.23 – Tarmac/Enovert to be approached about funding LHP speeding review for single speed
FC 22/14 18	Jansma Park (Comb Field) Donation	<p>11.22 FC CONSIDERED acceptance of gift of Comb Field & AGREED to raise a cost code to enable budgeting for 2023/4 & beyond</p> <p>01.23 Solicitors have updated value of Comb Field & size as 9.8 acres (3.967 hectares)</p> <p>03.23 – Full Council accepted donation of Comb Field & bequest of 10% of Mrs Jansma’s estate – Clerk advised solicitor.</p> <p>11.23 – New neighbour has agreed to farm the land (planting beans) - annual Contract Farming Agreement to be agreed</p> <p>11.23 Sparlings Solicitors have advised probate period of 6 months has been passed uncontested and they are ready to transfer the land.</p> <p>11.23 Interim cheque from estate received, but not cashed by SPC</p> <p>11.23 – SPC Solicitors have provided partial search results for scrutiny. Upon production of all satisfactory search results and responses to enquiries raised on SPC behalf, contract can be issued to transfer land, after which, land registry will be advised.</p>
FC 22/14 19	Warren Lane/Maldon Road Strategic Junction	<p>11.23 FC DISCUSSED the lack of movement regarding the Warren Lane/Maldon Road junction upgrades. Clerk to identify Strategic Officer at Essex Highways who would deal with this junction</p> <p>03.23 – EH representatives visited Council before March meeting & advised a new design will be investigated with initial costs during 2023/4 & this will be fed through to all future developments within the assigned area that can contribute via S106 as there are no other means of funding the project. The Clerk has provided a report of the meeting to Councillors & ECC/EH (further amendments proposed by EH to be advised to FC May 2023)</p> <p>07.23 EH have confirmed they are still looking at the alternative lower cost design & once their review is complete, the Strategic Development Department will be provided with the original & alternative layouts to help them with any discussions/negotiations with future developers.</p> <p>07.23 – the Clerk is continuing to push CCC for S016 or S278 contributions to this junction’s development, particularly as a result of the zoo’s expansion plans (as detailed on the zoo’s open evening, 30th June 2023). The Zoo have confirmed they would like to have closer links with SPC which the Clerk will pursue (07.23 FC Councillors agreed to set up a future Zoo Working Group – reported in Clerk’s report separately)</p> <p>10.23 Site Visit held at Tarmac Stanway Quarry. Tarmac cannot assist with contacts re: junction upgrade</p> <p>11.23 – Serious accident (4 car incident/police involved) – Cllr Hagon has written to EH to emphasis need for safer junction</p> <p>11.23 Tarmac, Enovert and EH contacted about flooding on Warren Lane – Enovert have confirmed they will look into clearing drains</p>
FC 23/11 No. 11	Zoo Working Group	<p>07.23 Future Working Group to be set up to progress closer contact with the zoo, particularly over their expansion plans and how this will affect Stanway</p> <p>08.23 The Zoo has no update yet regarding expansion plans. At the Clerk’s request, the zoo has advised they cannot currently offer any resident deals/discounts</p> <p>10.23 Tarmac advised Essex County Council are causing delays with the extraction process of the land at the zoo site, which must happen for 1-2 years before the area is returned to the zoo to develop</p>

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<p>FC 23/11 No. 11</p>	<p>Highways Working Group</p>	<p>07.23 Future Working Group to be set up to lobby for changes to Stanway road infrastructure, including new developments and existing maintenance eg., Stane Park, Wyvern Farm Development. 20.10.23 “walkaround” cancelled as ECC Cllr Lee Scott, is no longer the portfolio holder for Essex Highways. The Clerk has asked for a meeting with the new portfolio holder ASAP</p> <p>10.23 SISK presentation – SISK can provide litter clearance – areas to be confirmed by SPC ie., no man’s land and SPC areas that can be enhanced</p> <p>11.23 SPC requested SISK made good any damage to Stanway roads, particularly Warren Lane where they are based upon completion of A12 works</p> <p>11.23 Community 360 have responded about a shopping shuttle bus to Stane Park</p>
<p>FC 23/12 No. 20</p>	<p>Neighbourhood Plan Review</p>	<p>07.23 Clerk to request a meeting with a previous council eg., Tiptree who have recently undertaken a neighbourhood plan and report to back for interested members to attend 10.23 – Clerk to waiting to speak to the Clerk at Tiptree</p>
<p>CGC 10/23 No. 9</p>	<p>Jansma Park Working Group</p>	<p>09.23 - Set up by CGC to report back to GCG and/or Full Council for decisions regarding acquisition and development of Jansma Park</p> <p>09.23 FC agreed to £ 10,000 virement to budget for Jansma Park (CC 207) and resolved to permit the clerk to secure entry to the site within this budget once the land was transferred to SPC.</p> <p>09.23 FC agreed to Ellison’s budget legal costing to transfer the land</p> <p>11.23 – Working Party met and agreed terms of reference ie., To deal with all aspects of Jansma Park until ready for use by community, after which CA will take on responsibility.</p> <p>01.11.23 Meeting with Weston Homes to highlight S106 contributions towards Jansma Park. Developer prepared to assist with public consultation also. Further update developer meeting agreed on 13.12.23</p> <p>20.12.23 2nd Working Party Meeting</p> <p>06.23 – Sparlings Solicitor’s confirmed:- executors accept the field can be farmed for an interim period which is yet to be defined. Sparlings to confirm the burial ground can be extended as well as a public space (Ellison Solicitors have been forwarded their reply for comment – Ellisons Solicitors response confirmed Sparlings should deal with matters in hand</p> <p>09.23 Sparlings Solicitors have confirmed the timescale is still Oct transfer of land</p> <p>10.23 approx – Upon completion of transfer of land, Expressions of Interest will be advertised & issued to parties who have already lodged an informal interest</p> <p>04.23 - Clerk has made contact with:- architects who have provided a draft scheme figure of £ 5000 approx so far Drainage Experts who worked on the Burial Ground to establish preliminary costs & concept of development project ECC Drainage Expert who assisted previously re: the flooding on Church Lane, so he can review any plans</p>

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CGC 10/23 No. 13	Corporate Identity Working Group	09.23 - Set up by CGC to report back to CGC regarding cohesive, visual identity of the Parish Council 10.23 – Clerk met with Cllr Hagon to progress with project. The Clerk will set up a photo request for new website images	
CGC 13/23 No. 7	Earmarked Footpath Reserves	CGC 10.23 meeting - AGREED to transfer £9,000 from General Reserves for current 2023/4 budget to allow for future projects, including progressing walking/cycling links and routes around Stanway. Clerk to contact land owner around Homebase/Tollgate Road area	