

**Present:** Cllrs Bell, Lowther, Page, Rogers

**In the Chair:** Cllr Plater – Chairman

**Clerk:** Michelle Curtis

**1. Apologies for Absence**

There were no apologies for absence, and all Councillors were present.

**2. Declarations of Interest**

There were no declarations of interest disclosed.

**3. Public Forum**

There were no members of the public present.

**4. Minutes of Meeting held on 3<sup>rd</sup> August 2022**

**Resolved:** The minutes of the Environment and Amenity Committee meeting held on 3<sup>rd</sup> August 2022 be approved as a true and accurate record of the meeting.  
Unanimously agreed.

The Chairman signed the minutes.

**5. Environment and Amenities**

**5.1 Allotments**

Maintenance works to the Allotments had been approved at the Full Council Meeting that evening.

**5.2 Hasler Green**

The Chairman reported that the tree survey on Hasler Green would be carried out on Friday, 18<sup>th</sup> November 2022.

**5.3 Woodrolfe Green**

There were some low-hanging branches at Woodrolfe Green.

**Action:** Chairman to take a look to see what work is required.

**5.4 Cemetery**

D W Maintenance was reappointed as the Grounds Maintenance Contractor for the Cemetery.

Following the last meeting of the Committee, the Clerk had circulated the deeds for the Cemetery. It was noted that the deeds stated that the Parish Council could not use the property of any part of it for any purposes other than a Cemetery.

**5.5 Highways/Footpaths**

The Clerk reported that the overgrown vegetation outside the bus depot had been cut back.

Cabinet Member Cllr Scott was unable to attend the Parish Council meeting on 6<sup>th</sup> September 2022. Therefore, the following issues were still outstanding:

- Overgrown vegetation – Station Road
- Signage by the quayside
- Drains – outside 18 and 65 East Street
- Leaning roadside pole outside the Congregational Church

**Action:** Clerk to rearrange for Cabinet Member Cllr Scott to arrange a Parish Council meeting.

## 5.6 Street Lighting

No issues to report.

A question was raised as to when Essex County Council Highways will be converting their streetlights to LEDs.

**Action:** Clerk to write to Highways to ask the question.

## 5.7 Dog/Litter Bins

Bonz Cairey had been instructed to replace the litter bin outside the allotments with the new bin.

## 5.8 Defibrillators

No issues to report.

**Action:** Clerk to chase up Phelan Barker regarding the quotation for the defibrillator outside the British Legion to be included on the website.

## 5.9 War Memorials

The repair works to the war memorial at St Mary's Church had been completed.

The Committee acknowledge the hard work of the British Legion in the organisation of the Remembrance Service Parade the previous Sunday.

**Action:** Clerk to write to the Royal British Legion to thank them for organising the event.

## 6. Precept 2023/24

The Committee considered the funds that would be required in the next financial year.

	2023/24
<b>Amenities</b>	
Allotments (water and grass cutting)	£1,000
Misc.	£500
Rangers	£1,500
Hasler Green (Grass cutting)	£450
Woodrolfe Green (Grass cutting)	£700
Maintenance	£200

2023/24

**Cemetery**

Contract	£6700
Misc.	£100
Water	£150
Rates	£350

**Earmarked Reserves**

Amenities (Tree maintenance and litter/dog bins)	£1,600
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**Action:** Clerk to contact the Valuations Office regarding the rates charged for the Cemetery. The shed was removed, and the Valuations Office was advised. The additional information requested by the Valuations Office has been submitted but to date, there has been no response and the charge for rates has not been removed. The Clerk would also request a refund on the rates that have been charged for 2022/23.

**7. Other Matters**

No other matters were raised.

**8. Date of Next Meeting**

The next meeting of the Environment and Amenity Committee will be held on Tuesday, 17<sup>th</sup> January 2023.

The meeting closed at 9.56 pm.

Signed.....

Date:.....