

EIGHT ASH GREEN PARISH COUNCIL

Minutes of the Meeting of the Council held at Eight Ash Green Village Hall, Spring Lane, Eight Ash Green, Colchester CO6 3QF, at 7.30pm.

Present: Cllr John Jardine (Chairman)
 Cllr Lorraine Christie
 Cllr Flavia Manda
 Cllr Dean Nokes
 Cllr Kim Parker Adcock
 Cllr Stephen Smith
 Cllr Christine Willetts

There were twelve members of the public in attendance.

Colchester City Ward Councillor Dennis Willetts sent his apologies.

1-26/27 Election of Chairman

Councillor John Jardine was elected Chairman unanimously.

2-26/27 Election of Vice-Chairman

Councillor Andrew Triolo was elected Vice-Chairman unanimously.

3-26/27 To receive Apologies for Absence and confirm acceptance of those apologies – All apologies should be sent through the Clerk

Apologies were received from Cllr Triolo (work commitments) and acceptance of these apologies was confirmed.

4-26/27 Declaration of Interests: Councillors will declare any pecuniary interests relating to this agenda.

There were no Declarations of Interest.

5-26/27 Public Participation: This item allows members of the public to speak for a maximum of three minutes each with a total of fifteen minutes being allocated for this agenda item.

A representative of a local youth football team said they had come to the meeting to make contact with the Council. He gave an overview of the club and said space for football clubs to play was difficult to find in Colchester.

Cllr Jardine said that the Council was looking at options for the heath football pitch and would move forward on this over the next month. He said there was a possibility clubs could share the pitch, to make the most use of the facility.

Signed _____
 Cllr J. Jardine, Chairman

6-26/27 To agree as a true record the minutes of the meeting of the Parish Council held on Wednesday 8 April 2026

The minutes of the meeting of the Parish Council held on Wednesday 8 April 2026 were agreed as a true record.

7-26/27 To note progress on matters mentioned in the minutes

Website – the Chairman asked councillors to forward to the Clerk their suggestions and comments for the new website.

Iron Latch Wood – the Chairman said documents were due to be signed that evening and then the Council could move forward towards completion.

Policy for abandoned cars – Cllr Jardine said he had spoken to the Neighbourhood Police Unit regarding the overnight parking in the Heath Road car park. He said a letter had been sent by the police on the Council's behalf and the offending car had been removed. He said the Council's policy would reflect that correspondence would be sent through the police in future.

Planning Discussion – he said councillors would discuss this matter further. He said a reply from CCC regarding the Local Plan sites had been circulated to councillors. He said CCC had asked about a public consultation on the possibility of swapping the site between the dentist and Bungalow Stores for land south of Halstead Road. He said he would indicate to CCC that no consultation would be carried out as CCC could not guarantee that they would act on the preference of residents.

8-26/27 Report from the County and Borough Councillors: Report from County Councillor and Ward Councillors, if present.

There were no reports to receive.

Cllr Willetts said that Cllr Dennis Willetts had seen that the Aspen Walk Play Area was now fenced.

9-26/27 Action Tracker

a) To review the Action Tracker

b) Any other matters

a) The Action Tracker was reviewed.

b) Cllr Smith said he would be doing more planting and there was one planter left to place.

Cllr Jardine outlined the possibility of moving Council meetings to Tuesdays from September and said this would be considered further in due course.

10-26/27 To review and adopt the following:

i) Standing Orders

ii) Financial Regulations

iii) Bullying and Harassment Policy

Signed _____

Cllr J. Jardine, Chairman

- iv) Communications Policy**
- v) Complaints Procedure**
- vi) Disciplinary and Grievance Procedure**
- vii) Equal Opportunities Policy**
- viii) Expenses Policy**
- ix) Publications Policy**
- x) Memorials Policy**
- xi) Media Policy**
- xii) Code of Conduct**

The policies listed above were reviewed and adopted as circulated prior to the meeting.

11-26/27 To consider and possibly agree to adopt the Model Publication Scheme as circulated prior to the meeting.

The Publications Policy had been agreed under Item 10-26/27 above.

12-26/27 To review the Council's legal arrangements with outside bodies

- a) Eight Ash Green Football Club**
- b) Eight Ash Green Cricket Club**
- c) A & J Lighting**
- d) Colchester City Council (waste collection)**

It was noted that the Eight Ash Green Football Club had now given notice. It was noted that the Clerk would collate the information of those clubs who had expressed interest and this would be taken forward.

The legal arrangements with Eight Ash Green Cricket Club, A & J Lighting and Colchester City Council were reviewed.

13-26/27 To appoint three councillors to the Complaints Committee

It was noted that Councillors would be appointed to the Complaints Committee as required on an ad hoc basis.

14-26/27 To review the inventory of land and assets of the Parish Council

The inventory of land and assets of the Parish Council was reviewed.

15-26/27 To confirm arrangements for the Council's insurance cover in respect of all insured risks

- a) To consider and possibly agree to accept one of the quotations received for the 2026/27 year.**

It was agreed to accept the quotations from Clear Councils for the Council's insurance cover for 2026/27.

Signed _____

Cllr J. Jardine, Chairman

It was noted that Iron Latch Wood would be added to the cover as soon as completion took place, subject to a Risk Assessment being completed.

16-26/27 To review and confirm the Council's subscription to the following bodies:

i) NALC/EALC

ii) Open Spaces Society

iii) RCCE

iv) CALC

The Council's subscriptions to the bodies listed above were reviewed and confirmed.

17-26/27 To review the Council's policies, procedures and practices in respect of its obligation under Freedom of Information and Data Protection legislation.

The Council's policies, procedures and practices in respect of its obligation under Freedom of Information and Data Protection legislation were reviewed.

18-26/27 To review the Council's employment policies and procedures.

The Council's employment policies and procedures were reviewed.

19-26/27 To review the Council's Risk Assessment Policy

The Council's Risk Assessment Policy was reviewed.

It was noted that Iron Latch Wood would be added after completion of transfer of ownership.

20-26/27 To agree the time, place and dates of ordinary meetings of the Council as follows:

June 10 2026, July 8 2026, September 9 2026, October 14 2026, November 11 2026, December 9 2026, January 13 2027, February 10 2027, March 10 2027, April 14 2027, May 12 2027 (Annual Meeting of the Council)

It was agreed that the June and July meetings would take place as listed above.

It was noted that further dates would be confirmed in due course following discussion with the Village Hall Committee.

21-26/27 To agree the Parish Council response to planning applications received from Colchester City Council and to note decisions made on previous applications

260674 - Land Off, Halstead Road, Eight Ash Green - Application for variation of condition 2 following grant of planning permission 190473

It was agreed to comment as follows:

"The Parish Council would like clarification regarding the purpose of the re-submission of this application, as it looks identical to the original application. It is noted that the drawings have different reference numbers but look identical. The Council is concerned about the height of the building bearing in mind the proposed use."

Signed _____

Cllr J. Jardine, Chairman

Planning Decisions

None received.

22-26/27 Heaths, Greens and Allotments

a) To receive a report on Heaths and Greens

b) To receive a report on the Allotments

a) Cllr Nokes referred to a tree on Turkey Cock Lane which was hanging so low over the road that it had been hit by vehicles. It was noted that the Clerk would contact a contractor to look for a quote for this work.

Mr Winterbourne said that work on a ditch and the paths would be done this month. He said he would follow up the potholes with the contractor.

Cllr Nokes said work on the entrance to FP1 would be completed on the following day and so it would be closed. He said he would post this on Facebook to advise residents.

23-26/27 Accounts & Payments:

a) Statement of Accounts to be circulated prior to the meeting

The Statement of Accounts was circulated.

b) Approve cheques for signature in accordance with 2026/27 Budget (Invoices Sheet) – to be circulated at the meeting.

Payments were approved as listed below:

Various	Staff costs	£890.98
A & J Lighting	Streetlight maintenance	£179.64
Aldham Village Hall	Hall hire	£16.00
Community360	Shopper Bus	£150.00
Colchester Coty Council	Litter collection	£682.50
RL Heating & Plumbing	Allotments	£105.00
EALC	Subscription	£546.94
Fisher Jones Greenwood	Legal Costs – Iron Latch Wood	£1,020.00
RL Heating & Plumbing	Allotments	£75.00

c) To note the closure of the Parish Council's Lloyds bank account during the 2025/26 financial year

The closure of the Parish Council's Lloyds bank account during the 2025/26 year was noted.

d) To consider and possibly agree to appoint signatories to the Unity Trust account.

It was agreed to appoint Cllrs Jardine, Nokes and Willetts as signatories to the Unity Trust account.

e) To consider and possibly agree expenditure for the Annual Parish Meeting

Expenditure for the Annual Parish Meeting was agreed.

Signed _____

Cllr J. Jardine, Chairman

24-26/27 To consider and possibly agree allocation of Colchester City Council's S106 money to the fit-out costs of the new Eight Ash Green Village Hall

The allocation of Colchester City Council's S106 money to the fit-out costs of the new Eight Ash Green Village Hall was agreed.

Cllr Jardine said he and the Chairman of Aldham Parish Council had met with CCC regarding the allocation of S106 money from the potential Foxes Corner development. He said a facility for the Aspen Walk development such as a Youth Club had been suggested.

25-25/26 To receive reports from Councillors

Cllr Jardine referred to the problems that had arisen with the precept calculation for the 2026/27 year and the information received from CCC. He said he had been told that there was no record at all of the calculation for the parish within CCC. He said he had received a commitment to full discussion this year for the 2027/28 year between CCC and the parishes.

He said he had received enquiries from residents about joining the Council, which was encouraging, although at present there were no vacancies.

Cllr Christie gave an update on the parish map that she was planning to produce for the Village Hall.

26-25/26 Date of Next Planned Meeting: Wednesday 10 June 2026, 7.30pm, at Eight Ash Green Village Hall, Spring Lane, Eight Ash Green.

Signed _____
Cllr J. Jardine, Chairman