

WETHERSFIELD PARISH COUNCIL

MINUTES of the Parish Council Meeting held at Wethersfield Village Hall on Wednesday 12th July 2017 commencing at 7.30pm.

Present: Cllr J Barker (Chairman)
Cllr A Bowers (Vice Chairman)
Cllr R Burdge
Cllr K Daniel
Cllr N Godley
Cllr D Martin
Cllr Mrs E Newell
Cllr M Taylor

In Attendance: 19 Members of the Public
Mrs A Lucas (Clerk)

17/62 APOLOGIES FOR ABSENCE

Cllr B Vincent and Cllr P Schwier (Braintree District Council)

17/63 DECLARATIONS OF INTEREST

Cllrs Bowers, Godley and Martin declared a non-pecuniary interest in Agenda Item 10 as they are Trustees of Wethersfield Village Hall.

Cllr Bowers wished to make fellow councillors aware that he has researched the meaning of non-pecuniary in relation to parish council meetings, in as much that councillors declare the nature and extent of their interest, including enough detail to allow members of the public to understand the nature of the interest. Furthermore, councillors indicating their interest are still able to participate and vote in the usual way. (refer to: democracy.brent.gov.uk).

17/64 MINUTES OF THE PARISH COUNCIL MEETING HELD ON 14th June 2017

Subject to the words “this matter” being replaced with “the lease between the Parish Council and Wethersfield Village Hall” in minute number 17/48 (iii), the minutes of the Parish Council meeting held on 14th June 2017 were approved. Cllr Godley proposed the approval of the minutes; they were seconded by Cllr Martin, agreed by the Council unanimously and signed by the Chairman.

17/65 PUBLIC PARTICIPATION SESSION

- A presentation was given by the Chairman/Secretary of Wethersfield Village Hall (CIO) on behalf of the Board of Trustees. Both short and medium term plans for the future of the building were outlined in full.

Financial details were also available from the Treasurer of the CIO, who was present.

- Concern was expressed by some residents about the continued inclusion of the site known as WETH414 in Braintree District Council's Draft Local Plan. Cllr Burdge explained the matter is completely out of the Parish Council's hands and any literature now being received relating to this is not from the Parish Council.
- A letter was read out from a Wethersfield resident urging the Parish Council to object to planning application 17/01113/FUL (land south of Hudson's Hill). The Chairman stated a decision would be made in Agenda item 15.

17/66 REPORT FROM THE CLERK

The following update on matters arising together with correspondence received was circulated prior to the meeting and accepted.

Bollards outside "Frostnails", Blackmore End

LHP advised the Parish Council that validation has now been completed and it is against the recommendation of officers to install bollards at this location. The LHP states that bollards are not designed to prevent high impact collisions so would not be an appropriate measure.

Rubbish left on forecourt of Courtenham's Site, Blackmore End

Cllr Vincent is continuing to monitor the situation.

Missing Directional Sign: Hedingham Road junction with Blackmore End Road

Although Braintree District Council's highway rangers have now reported the missing fingerpost to ECC maintenance, it has still not been replaced.

Section 106: Blackmore End Playing Field access improvements

Three quotations are still awaited and when received they will be sent to BDC.

Section 106: New Planters in Blackmore End

A Licence to Plant on the Highway has now been received from Essex County Council, been signed and returned. The planters can now be positioned and planted up.

Section 106: Benches on the village green in Wethersfield

Confirmation of the acceptance of the Parish Council's application is awaited.

30mph Speed Limit in Beazley End and Codham

Cllr Graham Butland has written to Essex Highways about this matter.

Correspondence Received:

An invitation has been received to the Countywide Superfast Essex Parish Engagement Event on Tuesday 25th July at Anglia Ruskin University.

Details of local Exhibitions regarding “Plans for Stansted Airport and the Future of the Region” have been received. Information has been put on the website.

Braintree District Council’s Open Spaces Action Plan 2017 has been received and circulated.

17/67 DOG CHASE, WETHERSFIELD

Cllr Bowers explained that following an impromptu meeting with some of the Dog Chase residents, he believed that an acceptable solution to the ongoing problems relating to traffic safety had been found. This will be put to Cllr Butland of Essex County Council who has agreed to attend a site visit with parish councillors and residents which is being arranged for next week.

Action: clerk

17/68 MOVING 30mph SIGNS EITHER END OF BLACKMORE END

Following receipt of a disappointing response from the LHP, a Blackmore End resident is going to raise the matter with James Cleverley, MP. Following her feedback, the Parish Council will write to the LHP as some of the facts contained in its email were incorrect.

Action BV and clerk

17/69 BRAINTREE ROAD SPEED SURVEY

It was unanimously agreed to request a speed survey to be conducted on Braintree Road near the Gosfield Road junction.

Action: clerk

17/70 CAPITAL RESERVES

The motion to agree proper and lawful procedures for the expenditure of capital reserves prior to any further expenditure of existing reserves was agreed. The motion was proposed by Cllr Burdge, seconded by Cllr Taylor and carried unanimously.

Cllrs Burdge and Taylor agreed to meet to discuss any amendments necessary to the policy which will be presented at the next meeting.

Action: RB and MT

As the Chairman felt unwell, the Vice-Chairman took over the chair of the meeting.

17/71 WETHERSFIELD VILLAGE HALL

- (i) The motion stating that prior to any further expenditure on improvements to Wethersfield Village Hall, that the Wethersfield Village Hall

Committee (CIO) be required to present to Wethersfield Parish Council its short (12 months) and medium (3 years) term plan for approval was proposed by Cllr Burdge. The motion was not seconded so therefore it was not carried.

- (ii) It was resolved that £10,000 would be awarded to Wethersfield Village Hall for the re-fitting of the small hall. The motion was proposed by Cllr Mrs Newell, seconded by Cllr Burdge and agreed unanimously.

Members of the Council were reminded that the management of the hall is in the hands of the CIO whose responsibility for reporting is to the Charity Commission. The Parish Council is the custodian trustee; as is it owns the building and has responsibility for maintenance, but not for management.

- (iii) Cllr Mrs Newell has received a provisional copy of the lease between the Parish Council and Wethersfield Village Hall CIO. It will be circulated to all councillors for comments and an extra meeting will be arranged, if necessary, to approve and sign the lease.

Members were reminded that the lease belongs to the Parish Council and it is the Parish Council's decision as to what goes into the lease.

17/72 BROADBAND

- (i) **Blackmore End and Beazley End:** Cllr Taylor reported that generally broadband speeds are working well. Progress has been made with installations in Beazley End. County Broadband is undertaking a feasibility study on whether St Andrews Church at Shalford can be used as a transmission point for the properties in Rotten End and surroundings.
- (ii) **Wethersfield:** Cllr Bowers reported that he will be attending the Countywide Superfast Essex Parish Engagement Event taking place on 25th July at Anglia Ruskin University. He will endeavour to ask questions about the continued timescale delays, which are now recording December 2019 as the date for Wethersfield to receive superfast broadband on BT's website.

Action: AB

17/73 WETHERSFIELD COMMUNITY WEBSITE

Cllr Burdge reported that unfortunately the website developer has been in hospital for several weeks which has caused a delay. He has now found a new developer and intends the new website to "go live" over the weekend commencing 21st July.

Action: RB

17/74 COMPLAINTS PROCEDURE, CODE OF PRACTICE AND STANDING ORDERS

Three councillors and the clerk attended a recent briefing on Standing Orders at EALC. They will meet before the next meeting to produce revised documents for approval.

Action: clerk

17/75 BOTTLE/BRING BANK

- (i) No potential sites are being considered. The lay-by on Finchingfield Road is not favoured by either Braintree District Council or the Parish Council and was unanimously rejected.
- (ii) A problem encountered recently at the Blackmore End bottle bank appears to be an isolated incident but the site will continue to be monitored by councillors. Cllr Bowers said larger bins could be accommodated there if necessary.

17/76 PLANNING

- (i) **Update on applications listed in minutes dated 14th June 2017:**

17/00098/TPOCON	St Georges House, High Street, Wethersfield, CM7 4BY Application to carry out work on trees affected by the Conservation Area.	PENDING CONSIDERATION (No objection email sent to BDC on 10/04/17)
17/00145/TPOCON	Virginia House, High Street, Wethersfield, CM7 4BZ To carry out work on trees affected by the Conservation Area.	PENDING CONSIDERATION (No objection email sent to BDC on 12/05/17)
17/00159/TPOCON	Church Hill House, High Street, Wethersfield, CM7 4BY Notice of intent to carry out works to a tree in a Conservation Area – fell to ground level 1 leylandi.	PENDING CONSIDERATION (No objection email sent to BDC on 05/06/17)
17/00844/FUL	Little Barham, Silver Street, Wethersfield, CM7 4BP Demolition of existing garage and erection of single storey rear extension with glazed link and erection of replacement detached double garage.	APPLICATION GRANTED
17/00911/VAR	Beazley End Pit, Beazley End, Wethersfield Application for variation of Condition 2 of approved application 16/01629/FUL - Design of the building to be altered to accommodate natural light into the building.	PENDING CONSIDERATION (Comments regarding light pollution sent to BDC on 15/06/17)
17/00909/FUL	Land Adjacent To Syers Field Blackmore End Wethersfield Essex CM7 4DE Change of use of existing redundant land to residential use, together with the erection of 4 no. two bedroomed dwellings and associated works.	APPLICATION REFUSED

17/00184/TPOCON	1 Sims Cottage, Braintree Road, Wethersfield, CM7 4BX To carry out work on trees affected by the Conservation Area.	PENDING CONSIDERATION (No objection email sent to BDC on 15/06/17)
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New applications awaiting decision/consideration:

17/01122/FUL	Land at King & Co, Beazley End, Wethersfield Replacement site access with associated engineering works.	PENDING CONSIDERATION (Comments to BDC required by 20/7/17)
17/01113/FUL	Land South Of Hudsons Hill, Hedingham Road, Wethersfield Essex Erection of 4 no. dwellings with associated garages and private drive access.	PENDING CONSIDERATION (Comments to BDC required by 01/08/17)
17/01228/FUL	Hopkilm Cottage Mumfords Hill Wethersfield , CM7 4AW Refurbishment of existing domestic barn with extension to rear and side and small porch to front, to provide annexe accommodation.	PENDING CONSIDERATION (Comments to BDC required by 02/08/17)

- **17/01122/FUL:** There were no objections to this application.
- **17/01113/FUL:** A letter of objection will be sent on behalf of the Parish Council to this application.
Action: RB, clerk
- **17/01228/FUL:** There were no objections to this application.

17/77 FINANCE

(i) The following cheque payments were made:

Item No.	Cheque No.	Cheque Dat	Payee	Description	Amount
1	102067	28/06/2017	Braintree District Council	Horticultural - central costs	£2,904.00
2	102068	28/06/2017	CW Low & Son Ltd	Verge trimming	£919.80
3	102069	12/07/2017	EALC	Role of a Councillor (Delegate: Cllr K Daniel)	£45.00
4	102069	12/07/2017	EALC	Standing Orders for Local Councils (Delegate: Cllr A Bowers)	£55.00
5	102069	12/07/2017	EALC	Standing Orders for Local Councils (Delegate: Cllr M Taylor)	£55.00
6	102070	12/07/2017	E.On	Footway Lighting	£150.31
7	102071	12/07/2017	Mr E Butcher	Litter picking for June 2017	£95.00
8	102072	12/07/2017	Mrs A Lucas	Clerk's salary (51 hrs @ £9.64 per hour)	£491.64
9	102072	12/07/2017	Mrs A Lucas	Expenses (Printer Cartridges and large letter stamp)	£27.80
TOTAL					£4,743.55

Payment of the invoices was proposed by Cllr Taylor, seconded by Cllr Martin and agreed unanimously.

(ii) The Chairman provided an update on the current financial position of the Parish Council. Current funds available total £47,341.38.

- (iii) The Chairman resigned from the role of RFO.
It was RESOLVED that Cllr Barker's resignation be accepted.
- (iv) The appointment of a new RFO was discussed. A job description is to be drawn up prior to the next meeting.
Action: clerk
- (v) Following receipt of the DFPFA's accounts, which appear robust, it was unanimously agreed not to award a grant for 2017/18. Of course an application for a grant can be made at any time in the future.
Action: clerk
- (vi) Following receipt of Blackmore End Playing Field's accounts, it was unanimously agreed to provide limited financial assistance for a specific item if an acceptable request is received.
Action: clerk
- (vii) It was agreed not to award any charitable donations for the financial year 2017/18. A sum of £600 would remain in the budget and any applications in future would be considered on their merits.

17/78 TERMS & CONDITIONS FOR USE OF THE GREEN

The Chairman apologised for not completing this task and hopes to send draft terms & conditions prior to the next meeting.

Action: JB

17/79 PURCHASE OF TELEPHONE KIOSK AT BLACKMORE END

Cllr Vincent is still investigating the appropriate box housing for the defibrillator if moved from the Village Hall and will report back in September.

Action: BV

17/80 PARISH COUNCIL SURGERIES

It was agreed to hold separate trial surgeries in Blackmore End and Wethersfield on 2nd September 2017 from 10am to 12 noon. Flyers will need to be produced and distributed.

17/81 STAR COUNCIL 2017 AWARDS

It was agreed to enter Wethersfield Parish Council in the category of "Outstanding Project of the Year" for the provision of LED lights in the parish.

Action: JB/clerk

17/82 DEFIBRILLATOR TRAINING IN BLACKMORE END

The Chairman has been in contact with Saling & Wethersfield First Responders and requested dates in September to hold a defibrillator training session. As soon

as a date has been agreed flyers will need to be produced and distributed to Blackmore End and Beazley End residents.

Action: JB, MT, BV and KD

17/83 **ITEMS FROM COUNCILLORS TO BE ADDED TO THE NEXT AGENDA**

Trees on the village green and opposite the old fire station together with the bank on the causeway require trimming.

Action: DM

17/84 **NEXT MEETINGS OF THE PARISH COUNCIL:** The next meeting of Wethersfield Parish Council will be held at Blackmore End Village Hall on Wednesday, 13th September 2017 commencing at 7.30pm.

The Chairman thanked everybody for attending and declared the meeting closed at 10.20pm.

Signed:
Chairman

Date: