

WETHERSFIELD PARISH COUNCIL
REPRESENTING WETHERSFIELD, BLACKMORE END & BEAZLEY END



MINUTES of the Parish Council meeting held at Wethersfield Village Hall on Wednesday, 10th April 2019 commencing at 7.30pm.

Present: Cllr A Bowers (Chairman)
Cllr Mrs S Booth
Cllr M Buchan
Cllr N Godley
Cllr D Martin
Mrs A Lucas (Clerk to the Council)

In Attendance: Members of the Public: 8

01/19-20 APOLOGIES FOR ABSENCE

Apologies were received from Cllr Butland (Essex County Council), Cllr Schwier (Braintree District Council), Cllr Barker, Cllr Daniel and Cllr Taylor (reasons provided)

RESOLVED that apologies be accepted.

02/19-20 DECLARATIONS OF INTEREST AND DISPENSATIONS

Cllr Martin declared an interest in item 10/19-20 by virtue of being a member of Wethersfield Village Hall CIO.

03/19-20 MINUTES OF THE MEETING HELD ON 13th MARCH 2019, THE PERSONNEL SUB-COMMITTEE HELD ON 14th MARCH 2019 AND THE ANNUAL PARISH MEETING HELD ON 20th MARCH 2019

RESOLVED that:

- (i) The minutes of the meeting held on 13th March 2019, copies of which had been previously circulated to Members, were confirmed as a true record and signed by the Chairman.
- (ii) The minutes of the personnel sub-committee meeting held on 14th March, copies of which had been previously circulated to Members, were confirmed as a true record and signed by the Chairman.
- (iii) Minutes of the Annual Parish meeting were noted.

04/19-20 **STATEMENT FROM THE CHAIRMAN RELATING TO THE PROPOSED SIGN AT BEAZLEY END**

The Chairman read out a statement which can be viewed on the community website.

05/19-20 **PUBLIC PARTICIPATION SESSION**

- A Dog Chase resident expressed concern about the lack of progress with regard to closing one end of the road to traffic.
- Two Wethersfield residents offered to help clear the Fire Station footpath (to be discussed 18/19-20).
- A second Dog Chase resident stated surveyors working on behalf of BDC have recently been seen surveying the road for purposes unknown.

06/19-20 **REPORT FROM THE CLERK**

The following update on matters arising, together with correspondence received was approved:

Wethersfield Parish Council's Annual Parish Council Meeting

Due to the forthcoming election, the date of this meeting has had to be changed to 15th May 2019.

Code of Conduct, Standing Orders & Code of Conduct

These documents have been reviewed by EALC and require some amendments.

Parish Plan Questionnaire 2019

Printing and distribution of the questionnaire continues to be delayed due to technical problems with the option to complete the form online.

Raised Kerb in West Drive, Wethersfield

The clerk has checked Essex Highways' website and there are already 15 reported kerb defects in West Drive. This item will therefore not be discussed during the April meeting as previously requested.

Sign at Beazley End

As agreed at the meeting in March, funding received for the proposed sign (totalling £2,500) has been returned to Essex County Council CIF and Stansted Airport.

Tree in Byway, Blackmore End

A tree in the byway running alongside Thatched Cottage, which had a split trunk, was reported to Essex County Council (ref: 2611797) and has now been cut down.

Update on Planning Applications Listed in the Minutes dated 13th March 2019:

1. **18/02072/FUL: The Bull Inn, Blackmore End, Wethersfield, CM7 4DD**
Change of use of closed public house to a dwelling and annexe.
STATUS: APPLICATION GRANTED

- 2. 18/02075/FUL: Codham Park Equestrian, Codham Little Park Drive, Wethersfield, CM7 5JQ**
Retention of warm-up area and additional land for car parking in connection with the use of land for equestrian competitions. Erection of new kiosk for the sale of food and drink.
STATUS: PENDING CONSIDRATION
- 3. 18/02280/FUL: Little Codham Hall, Codham Lane, Beazley End, Wethersfield, CM7 5JD**
New window in North elevation & upgrade of flat roof to warm construction on Sun Room and the replacement of existing rear boundary fence with brick wall.
STATUS: PENDING CONSIDERATION
- 4. 19/00117/HH & 19/00118/LB: Blenheim House, High Street, Wethersfield, CM7 4BZ**
Householder Application - Replacement Windows and Fencing
Listed Building Application - To replace rotten sole plates and associated repairs, removal of modern finishes between dining room and kitchen, internal recladding, replacement of external back door with new french doors, minor internal alterations, installation of woodburning stove with flue liner and new external joinery.
STATUS: PENDING CONSIDERATION
- 5. 19/00170/HH: Rima Cottage, Hedingham Road, Wethersfield, CM7 4EW**
Two storey side extension, remodelling of existing roof slopes and dormer windows, application of new surface materials and landscaping.
STATUS: PENDING CONSIDERATION
- 6. 19/00245/AGR: Beazley End Orchard, Beazley End, Wethersfield, CM7 5JQ**
Application for prior notification of agricultural or forestry development - Proposed extension to access track.
STATUS: APPROVAL NOT REQUIRED
- 7. 19/00246/VAR: The Old Brewery, Braintree Road, Wethersfield, CM7 4BU**
Application for a variation of Condition 2 of planning permission 17/01927/FUL- modify the position of the workshop and amendment to boundary.
STATUS: PENDING CONSIDERATION
- 8. 19/00302/FUL: Land at 22 West Drive, Wethersfield, CM7 4BT**
Detached two storey 2 bedroom dwelling.
STATUS: PENDING CONSIDERATION
- 9. 19/00060/TPOCON: Memories, High Street, Wethersfield, CM7 4BZ**
Notice of intent to carry out works to trees in a Conservation Area - Clearance of self sown Sycamores, 1 Laburnum and Hazel trees.
STATUS: PENDING CONSIDERATION

Correspondence Received:

- (i) Notice of Election of District and Parish Councillors have been received and posted on the website and notice boards.
- (ii) Details of The Great British Spring Clean 2019 taking place from 22nd March to 23rd April and supported by BDC have been received.
- (iii) London Stansted Airport is offering free Silver Birch saplings to celebrate local biodiversity. Both DFPFA and Blackmore End Playing Field would like to receive some and the clerk has put in a request.
- (iv) Expressions of interest in running community-based library services can be submitted to ECC until 18th June 2019.
- (v) Notification has been received that new Website Accessibility Regulations come into force on 23rd September 2018. The Directive is designed to allow citizens, particularly those with disabilities, to gain better access to public services.
- (vi) The March edition of Highways Highlights is on the website.

07/19-20 **REPORT FROM THE DISTRICT COUNCILLOR**

None.

08/19-20 **WETHERSFIELD COMMUNITY WEBSITE**

- (i) This item will be discussed at the next meeting.
- (ii) It was agreed to defer the motion proposed by Cllr Barker (minute reference: 81/18-19(ii)) until the mailshot newsletter facility has been activated.

09/19-20 **CROWS (Community Redevelopment of Wethersfield Shop)**

- (i) Cllr Buchan updated the meeting:
 - There has not been a meeting of CROWS since the last Parish Council meeting.
 - A bingo night has been held.

The Chairman then invited the Chairman of CROWS to address the meeting:

- A date for a pre-planning meeting is still awaited.
- The figure of approximately £400 quoted at the last meeting for the survey was based on a previous, less complex survey, and it was regretted that the new survey ended up costing £895.
- The recent highways survey undertaken is very comprehensive and could be useful in future.
- Any improvements/alterations to the Wethersfield Club would be funded separately
- It is hoped grants will be available for the proposed shop.

- (ii) Consideration was given to awarding CROWS an additional sum for a highway survey

RESOLVED that a further £495 (plus VAT) be awarded for the survey.

10/19-20 **WETHERSFIELD & BLACKMORE END VILLAGE HALLS – INSURANCE**

A discussion took place as to whether the Parish Council should pay the contents insurance of the village halls in Wethersfield and Blackmore End. In June 1999 it was decided to pay buildings and contents insurance for both halls, but this was superseded for Wethersfield by the terms of the lease dated 18th January 2018. It was agreed to write to the Chair of Wethersfield Village CIO saying in principle the PC would consider either amending the lease or issuing a side letter agreeing to pay the contents insurance. In the meantime information about the state of Blackmore End's finances would be requested so a balanced final decision could be made.

11/19-20 **HEDGE AND VERGE NEXT TO THE OLD COACH HOUSE**

The Parish Council has sent an email and letter to ECC requesting the hedge and verge are reinstated by the developer urgently. As response is awaited.

12/19-20 **PLANNING**

RESOLVED that Braintree District Council be informed of the comments as set out below for the following application:

Application No: **19/00074/TPOCON**
Location: Castle House, Silver Street, Wethersfield, CM7 4BP
Proposal: Notice of intent to carry out works to tree in a
 Conservation Area - Re-pollard Ash tree back down to
 approx 25ft, the previous pollard points
NO ADVERSE COMMENTS

13/19-20 **SALT BINS IN WETHERSFIELD**

An online link has been provided by Essex Highways and the deteriorating condition of the salt bins will be reported.

14/19-20 **SMALL GREEN IN BLACKMORE END OPPOSITE THE BYWAY AND THE ROAD LEADING TO BAKERS FARM**

Consideration was given to asking Essex Highways to turn the junction into a one way system following a number of recent incidents.

RESOLVED that an LHP Request form will be completed and sent to the County Councillor to see if he will support the proposal.

15/19-20 **STREET CLEANING AGREEMENT 2019/20**

Consideration was given as to renewing the Street Cleaning Agreement for a further 12 months.

RESOLVED that the Agreement would be renewed with Braintree District Council's contribution increasing to £2,262.65.

16/19-20 **"NO PARKING ON THE GRASS" SIGNS**

Consideration was given to purchasing "No parking" signs.

RESOLVED that an order would be placed with Just-Us Digital Ltd for four aluminium panel all white powder coated signs at a cost of £60 each (plus VAT) and £10 for the artwork.

18/19-20 **FOOTPATHS**

Two local footpaths in poor condition were discussed.

RESOLVED that

- (i) The clerk would contact Cllr Butland again regarding the footpath from Nortofts Farm towards Finchingfield.
- (ii) The clerk to liaise with the members of public who offered to help to see if a small working party could clear the path.

19/19-20 **PERSONNEL**

Consideration was given to increasing the clerk's salary.

RESOLVED that the clerk's salary would be increased from 1st April 2019 in accordance with the NALC salary scales (new SCP scale 8) to £10.37 per hour.

20/19-20 **FINANCE**

The list of payments due were received.

RESOLVED that the following payments be made:

Item No.	Cheque No.	Cheque Date	Payee	Description	Column1
1	102178	27/03/2019	Essex County Council	Return of CIF Grant awarded for a sign at Beazley End in July 2018 (minute reference: 212/18-19)	£2,000.00
2	102179	27/03/2019	Stansted Airport Passenger Community Fund	Return of grant awarded for a sign at Beazley End in June 2018 (minute reference: 212/18-19)	£500.00
3	102180	27/03/2019	Mr M Bethell	Framing of display boards (minute reference: 192/18-19)	£420.00
4	102181	10/04/2019	EALC	2019/20 affiliation fees to EALC and NALC	£352.55
5	102182	10/04/2019	E.ON	Footway Lighting	£199.78
6	102183	10/04/2019	Mr E Butcher	Litter picking for March 2019	£95.00
7	102184	10/04/2019	Wethersfield Village Hall CIO	Contribution to cost of electricity for defibrillator	£35.00
8	102185	10/04/2019	Mrs A Lucas	Clerk's salary (35 hrs @ £10.30 per hour and 17 hrs @ £10.37 per hour)	£536.79
9	102185	10/04/2019	Mrs A Lucas	Expenses (refreshments minute reference: 198/18-19(i), printer paper and envelopes)	£46.82
				TOTAL	£4,185.94

21/19-20 **ITEMS FROM COUNCILLORS TO BE ADDED TO THE NEXT AGENDA**

To provide some Blackmore End residents who wish to voluntarily pick litter on footpaths with gloves, fluorescent jackets etc

Councillors are asked to inform the clerk of any items by 7th May 2019.

22/19-20 **NEXT MEETING OF THE PARISH COUNCIL:** The next meeting of Wethersfield Parish Council will be the Annual Parish Council Meeting which will take place at Wethersfield Village Hall on Wednesday, 15th May 2019 commencing at 7.30pm. **Please note the change of date due to the Local Elections.**

CLLR BOWERS WAS THANKED FOR TAKING ON THE ROLL OF CHAIRMAN OF THE COUNCIL SINCE JANUARY 2019

The Chairman thanked everybody for attending and declared the meeting closed at 8.45 pm.

Signed:
Chairman

Date: