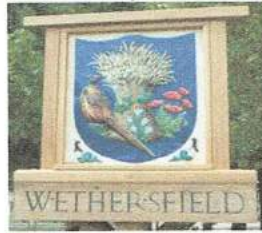


WETHERSFIELD PARISH COUNCIL
REPRESENTING WETHERSFIELD, BLACKMORE END & BEAZLEY END



MINUTES of the Annual Parish Council Meeting held at Wethersfield Village Hall on Wednesday, 15th May 2019 commencing at 7.30pm.

Present: Cllr N Godley (Chairman)
Cllr Mrs S Booth (Vice Chairman)
Cllr J Barker
Cllr Mrs A Phillips
Cllr Mrs S Short
Cllr D Wilson
Mrs M Baker (RFO)
Mrs A Lucas (Clerk to the Council)

In Attendance: Members of the Public: 7

23/19-20 APOLOGIES FOR ABSENCE

None.

24/19-20 TO ELECT A CHAIRMAN

Cllr N Godley was nominated to be Chairman of the Parish Council

RESOLVED that Cllr N Godley be elected as Chairman of Wethersfield Parish Council for the ensuing municipal year.

25/19-20 TO RECEIVE THE CHAIRMAN'S DECLARATION OF ACCEPTANCE OF OFFICE

Cllr N Godley made the Declaration of Acceptance of Office as Chairman.

26/19-20 TO ELECT A VICE CHAIRMAN

Cllr Mrs S Booth was nominated to be Vice-Chairman of the Parish Council.

RESOLVED that Cllr Mrs S Booth be elected as Vice-Chairman of Wethersfield Parish Council for the ensuing municipal year.

27/19-20 DECLARATION OF ACCEPTANCE OF OFFICE AND REGISTER OF INTERESTS



All declarations and register of interests have been signed.

28/19-20 **DECLARATIONS OF INTEREST AND DISPENSATIONS**

None.

29/19-20 **MINUTES OF THE MEETING HELD ON 10th APRIL 2019**

RESOLVED that the minutes of the meeting held on 10th April 2019, copies of which had been previously circulated to Members, were confirmed as a true record and signed by the Chairman.

30/19-20 **PUBLIC PARTICIPATION SESSION**

- A resident asked if the Parish Council intended to object to application 19/00735/FUL (Land South of Silver Street).
- The Chair of Wethersfield CIO congratulated new council members on their appointment. She also asked the council to seriously consider the future of the community website which she feels is not fit for purpose.
- A Wethersfield resident had a number of points he wishes the Parish Council to address in order to smarten up the village. He was asked to email the clerk with his various points.

31/19-20 **REPORT FROM THE CLERK**

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

Footpaths:

The Nortofts footpath has been reported to Cllr Butland again (on 26th April). A response is awaited.

The clerk is waiting for a date from residents keen to be part of a small working party to clear the footpath by the old fire station.

Hedge and Verge next to the The Old Coach House

Essex Highways has confirmed the hedge belongs to the landowner (the developer). The grass verge (owned by Essex County Council) will be reinstated upon completion of the S278 works (this allows developers to carry out works to the public highway, usually as a condition of the planning application). The reinstatement will not be practicable until these works have been completed as further damage could occur.

Salt Bins in Hereward Way and Saffron Gardens

The dilapidated salt bins have been reported to Essex Highways. Hereward Way (ref: 2616214) and Saffron Gardens (ref: 2616216).

One Way System at Small Green in Blackmore End

As agreed at the last meeting an LHP Form has been completed and was forwarded on 8th May to Cllr Butland seeking his support.

“No Parking on the Green” signs for Blackmore End and Beazley End

The above signs will be put up shortly.

Swing at Blackmore End Playing Field

The Parish Council has funded a new toddler swing at the Playing Field in Blackmore End which is now being enjoyed by young residents.

Code of Conduct, Standing Orders & Code of Conduct

These documents still require some amending before being adopted.

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.

Update on Planning Applications Listed in the Minutes dated 10th April 2019:

1. **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
2. **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: APPLICATION GRANTED
3. **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: APPLICATION GRANTED
4. **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: APPLICATION GRANTED
5. **19/00302/FUL: Land at 22 West Drive, Wethersfield, CM7 4BT**
Detached two storey 2 bedroom dwelling.
STATUS: PENDING CONSIDERATION

6. **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: APPLICATION GRANTED
7. **19/00073/TPOCON: Castle House, Silver Street, Wethersfield, CM7 4BP**
 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.
STATUS: APPLICATION GRANTED

Correspondence Received:

- (i) Copies of Wethersfield Village Hall CIO's Chairman's Report for the year ending 31st December 2018 have been received.
- (ii) Farleigh Hospice has launched a new service, the HOP, and is looking for locations where the vehicle can park for outreach services in communities.
- (iii) The Parish Council has been notified about a Music Event which is taking place on Wethersfield Village Green on 25th May 2019.
- (iv) A letter from The Armed Forces Charity has been received outlining plans for VE Day 75 and encouraging participation from towns and parishes. Events will take place from Friday, 8th June 2020 to Sunday, 10th May 2020 and further details can be found on www.veday75.org.
- (v) County Broadband's ultrafast fibre rollout will take place later this year after strong interest from residents of Blackmore End & Beazley End
- (vi) Victim Support's request more volunteers has been posted on the community website for anybody who may be interested.
- (vii) A letter has been received from a Blackmore End resident concerned that a gate and fencing has been erected separating Lower Green & Brickiln Green. Cllr Mrs Booth is currently investigating this.
- (viii) A consultation on changes to the use of concessionary bus passes on Essex County Council run Park & Ride schemes is running from 8th May until 31st July 2019. Full details are on the community website.
- (ix) Highway Highlights for April 2019 has been posted on the community website.
- (x) A draft Conservation Area Appraisal & Management Plan for Wethersfield has been received from BDC.

32/19-20

REPORT FROM THE DISTRICT COUNCILLOR

None.

33/19-20

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.

34/19-20

PARKING AT SYERS FIELD, BLACKMORE END

Members felt unable to choose between the two options put forward by the LHP due to lack of information regarding any financial contribution from residents. Cllr Mrs Booth agreed to contact residents to gauge their opinion.

35/19-20 **PLANNING**

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

Application No: **19/00735/FUL**
Location: Land South Of Silver Street, Wethersfield
Proposal: Erection of 1 No. two storey detached dwellings, detached double garage, access and associated works.
A LETTER OF OBJECTION WILL BE SENT

Application No: **19/00763/FUL**
Location: 39 Saffron Gardens, Wethersfield, CM7 4BL
Proposal: Proposed two bedroom dwelling.
A LETTER OF OBJECTION WILL BE SENT

36/19-20 **BLACKMORE END LITTER PICKING**

Consideration was given to a request from 4 Blackmore End residents to be supplied with equipment for litter picking on the pavements and footpaths in and around the village.

RESOLVED that BDC be approached in the first instance to see if they provide equipment free of charge. If not it was agreed to spend no more than £100 in total.

37/19-20 **SURVEY OF TREES ON WETHERSFIELD VILLAGE GREEN**

Consideration was given to three quotation supplied by ARB approved contractors to survey the trees on Wethersfield Village Green as recommended by Braintree District Council.

RESOLVED that Mercer Tree Services be appointed to conduct the survey for £400 + VAT

38/19-20 **INSURANCE**

Consideration was given to renewing the Parish Council's insurance policy.

RESOLVED that the insurance policy be renewed with BHIB Insurance Brokers for £1,866.88. This premium includes the building's insurance for Wethersfield Village Hall.

39/19-20 **"SLOW DUCK CROSSING" SIGNS**



Consideration was given to purchasing two signs for Beazley End.

RESOLVED that the signs be purchased at a cost of £10.99 each from Amazon.

40/19-20

FINANCE

(i) The list of payments due were received.

RESOLVED that the following payments be made:

Item No.	Cheque No.	Cheque Date	Payee	Description	Column 1
1	102186	16/04/2019	Yates Playgrounds Ltd	Toddler swings @ Blackmore End Playing Field (minute reference: 142/18-19)	£3,582.00
2	102187	16/04/2019	Wethersfield Community Shop	Reimbursement of Mobile CAD Surveying Solutions Ltd invoice No 2024 (minute references: £400 approved 209/18-19(ii) & £495 approved 09/19-20(ii) + VAT)	£1,074.00
3	102188	03/05/2019	Just-Us Digital Ltd	Four "Do Not Park On The Grass" signs for Blackmore End & Beazley End (minute reference: 16/19-20)	£300.00
4	102189	15/05/2019	BHIB Ltd	Local Councils Insurance Renewal incl Wethersfield Village Hall (minute reference: 38/19-20)	£1,866.88
5	102190	15/05/2019	Mr E Butcher	Litter picking for April 2019 (extended litter pick to include Beazley End)	£120.00
6	102191	15/05/2019	Mrs A Lucas	Clerk's salary (46 hrs @ £10.37 per hour)	£477.02
TOTAL					£7,419.90

(ii) The financial year end 2018/19 carried forward figure of £40,041.65 was approved.

(iii) Section 1 – the Annual Governance Statement of the Annual Governance & Accountability Return for 2018/19 was approved.

(iv) Section 2 – the Accounting Statements of the Annual Governance & Accountability Return for 2018/19 was approved.

41/19-20

ITEMS FROM COUNCILLORS TO BE ADDED TO THE NEXT AGENDA

- The proposed Wethersfield community shop (CROWS).
- Addressing continuing problems with the community website.
- Addressing a gate and fencing which appears to have been erected on the byway separating Lower Green and Brickiln Green in Blackmore End.
- Planters for Beazley End (Open Spaces Action Plan 2019).
- Ideas for smartening up Wethersfield.

Councillors are asked to inform the clerk of any items by 11th June 2019.

42/19-20

NEXT MEETING OF THE PARISH COUNCIL: The next meeting of Wethersfield Parish Council will take place at Blackmore End Village Hall on Wednesday, 19th June 2019 commencing at 7.30pm.
PLEASE NOTE THE DATE CHANGE



43/19-20 **THE COUNCIL RESOLVED** to exclude the press and public from the remainder of the meeting due to confidential business (Public Bodies (Admission to Meetings) Act1960, S1(2)).

44/19-20 Members discussed the appointment of a new clerk.

The Chairman thanked everybody for attending and declared the meeting closed at 8.55 pm.

Signed:
Chairman

Date:

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