

BELCHAMP ST PAUL AND BELCHAMP OTTEN PARISH COUNCIL  
Minutes of the meeting held on Tuesday 22 October 2019 at 7.30pm  
at the Community House, Belchamp St Paul

Present: Councillors Tony Money (Acting Chairman for the meeting), Norman East, David McKee, David Middleditch, Jill West and Dave Winslow.

In attendance: Diane Smith (Parish Clerk) and 2 members of the public.

**2238. Resignation of Cllr John Pheby**

On 4 October 2019 the Clerk had received a letter of resignation from the Parish Council Chairman Cllr John Pheby. The Clerk read out the letter, which had been circulated to Members.

**2239. Appointment of Acting Chairman for the meeting**

It was proposed by Cllr Jill West, seconded by Cllr Dave Winslow and unanimously agreed to appoint Cllr Tony Money as Acting Chairman for the meeting. Cllr Money took the Chair.

**2240. Acceptance of Chairman's resignation**

It was proposed by Cllr Norman East, seconded by Cllr Jill West and unanimously agreed to formally accept the resignation of Cllr John Pheby. Cllr Pheby had been a member of the Council since 2009 and had been Chairman since July 2015. Members wished to record their thanks for all his considerable work on behalf of the Council during the last 10 years. The Clerk would inform BDC of the resignation and the process towards filling the vacancy would be initiated.

**2241. Election of permanent Chairman**

Members discussed the election of a new Chairman but in the absence of a volunteer for the role it was agreed to defer the decision until the next meeting.

**2242. Filling of other vacant positions following the resignation of Cllr Pheby**

The Council Chairman is ex officio Chairman of the Community House Trustees. Cllr Pheby was also Chairman of the Playing Field Management Committee, Parish Tree Warden and a signatory on the PC Bank Account. In view of the decision at Item 2241 above, it was agreed to also defer this item until the next meeting.

**2243. Apologies for absence and Declarations of Interest**

Members were very sad to learn of the death of Cllr Ian Paton on 21 October after a long battle with cancer. Cllr Paton had been a member of the Council since May 2011 and had been Vice Chairman since July 2015. Members wished to record their thanks for the significant contribution he had made during that time and to express their condolences to his wife and family.

Apologies had been received from Councillors Stephen Nice and Robin Lock, District Councillor Iona Parker and County Councillor David Finch. There were no Declarations of Interest.

**2244. Public Forum**

1. **Grass cutting at Belchamp Otten** – It was confirmed that this payment referred to the Green in front of Belchamp Otten Church.

2. **Tractor shed doors** – It was agreed that details of the missing items would be provided to Cllr Dave Winslow who would then source them.

3. **BSP Book Box** – It was suggested that the Book Box could be used to reflect special events. Members agreed with the suggestion that a "silhouette" of a soldier should be placed on the Book Box to mark Remembrance Sunday. A donation would be made to the Royal British Legion for the use of the silhouette and the amount would be agreed at the next meeting. Members thanked Harvey Bamford for the suggestion and for offering to undertake the work.

**2245. Confirmation of the Minutes of the meeting on 3 September 2019**

The Minutes were approved and were signed by the Acting Chairman.

#### **2246. Matters arising from the September meeting**

**1. Dog fouling on the Green near the Primary School (Item 2225.2)** – The Clerk confirmed that an article had appeared in Rural Rumblings and no further complaints had been received regarding dog fouling in this area.

**2. Community Policing meeting at Belchamp Walter (Item 2225.5)** – Members were disappointed to note that this meeting would not be taking place because the Police had declined the invitation to attend.

**3. Salt bin on Kettle Hill (Item 2225.6)** – County Cllr David Finch had confirmed that ECC Highways would not replace the destroyed salt bin because the site was on a gritting route and there was already another salt bin within 200 metres. It was suggested that the PC could purchase a salt bin (cost approximately £150) and join the Salt Bag Partnership for ECC to provide the salt to fill it. Members agreed to put this on the Agenda for the next PC meeting to consider the matter more fully.

**4. Damaged fingerpost at junction of Otten Road, Vicarage Road and Church street, BSP (Item 2233.2)** – Members noted that this work had been assessed by ECC Highways as 'routine'.

#### **2247. Essex County Council / Braintree District Council**

**1. Essex County Council** – No report had been received from County Cllr David Finch this month.

**2. Braintree District Council** – District Cllr Iona Parker's Report included an update on the BDC strategic investment projects, the launch of the BDC Entrepreneur Programme and the availability of funding from the Essex Community Foundation and the Braintree District Community Fund. Members noted that District Cllr Parker had requested that BDC protest about the announcement by Barclays Bank that they will no longer allow their customers to withdraw cash from Post Office counters.

#### **2248. Finance**

##### **1. The Income and Expenditure List was approved as follows:**

	In (£)	Out (£)
11 Sept ECC – Verge cutting payment	1970.45	
16 Sept Transfer	1053.60	
18 Sept Wicksteed Leisure – Play equipment repairs (PFMC)		1053.60
24 Sept Anglian Water (PFMC)		48.34
25 Sept Transfer	48.34	
26 Sept NFU Mutual – Tractor insurance		208.56
26 Sept E-On (PFMC)		16.81
27 Sept BDC Precept second instalment	2000.00	
30 Sept R H Nankivell – Grass cutting at Belchamp Otten		105.00
30 Sept Fred Eady – Litter picking Belchamp Otten		63.00
30 Sept Michael Ebeling – Litter picking BSP		63.00
30 Sept Diane Smith – Clerk's salary and expenses		183.75
14 Oct Transfer	16.81	

Bank Current Account balance on 18 October 2019 was £9843.10 Deposit Account balance £15,814. Playing Field Management Account balance £7291.

#### **2249. Parish Councillor vacancy**

Members noted that two applications had been received to fill the vacant seat for Belchamp Otten. The Clerk had circulated details of the candidates to Councillors for their consideration. It was proposed by Cllr David Middleditch, seconded by Cllr David McKee and unanimously agreed to appoint Mark Skellett, who is a Belchamp Otten resident, to fill the vacancy. The second candidate resides in BSP and members therefore hoped that they would apply for the impending vacancy for BSP (see Item 2240 above).

#### **2250. Closure of Essexinfo.net website on 31 March 2020**

The Clerk informed members that EALC had recently published a list of website providers which parish councils might wish to consider going forward. It was agreed that the Clerk and Cllr Jill West

would meet to consider the various providers and the respective costs involved. A quote would also be requested from a local web designer who had been approached by Cllr David McKee.

#### **2251. BDC Local Plan**

Members noted that the NEGC Technical Section 1 Consultation had ended on 30 September 2019. It was expected that the LP Examiner's Hearings would recommence early in 2020.

#### **2252. Playing Field Management Committee**

**1. Section 106 funds** –Cllr Dave Winslow reported that the PFMC had met and considered 2 quotes for the new play equipment. It was agreed to forward these to the Clerk to enable her to submit the Section 106 claim for funding. Members noted that the PFMC consisted of 5 members and following the resignation of John Pheby a new volunteer would need to be found. This position would be offered to the new Chairman of the PC once appointed so would be considered further at the next meeting. The PC and PFMC funds were kept separately. John Pheby would need to be taken off as a signatory on the PFMC bank account.

**2. Tractor shed** – This matter had been considered earlier in the meeting – see Item 2244.2

#### **2253. Tree survey on Cole Green**

The Clerk had attempted to contact the BDC Tree Officer to request assistance with drawing up a Plan for the future care/replacement of the mature Horse Chestnut trees on Cole Green but he was currently on leave. It was agreed to obtain quotes from 3 tree surgeons for the felling of the 2 mature Horse Chestnuts and also crown lifting a further 4 trees where necessary (Clerk to be provided with a plan of the affected trees).

#### **2254. Arrangements for a Christmas Tree on Cole Green**

Members agreed to purchase a Christmas tree and site it on the base prepared last year. Cllr Robin Lock and Dave Crook had both offered to undertake the necessary arrangements and members gratefully accepted the offer. It was suggested that brighter lights should be sourced if possible.

#### **2255. Highway and Footpath matters**

**1. P3 Footpath works** - Members noted that two footpath bridges would be replaced in early November. These were located near the parish boundary with Little Yeldham. It was also noted that the river bridge on the footpath from Pollards Green Lane to Workers Lane (behind Hole Farm) had been replaced by ECC Highways.

#### **2256. Correspondence**

Members considered the Correspondence List which had been circulated by the Clerk. They noted the closure of Gages Road at Knowl Green on 25 November for 3 days, a request for funding from Home Start Essex and requests for information from BDC (on clubs and activities in the villages) and from Community 360 (on organised walking groups). It was agreed that the Clerk would not continue to circulate the weekly police bulletins but would clarify the offer from our Community Police Officer to attend a future PC meeting.

#### **2257. Planning applications and decisions**

**1. Applications** - Members considered the following applications:

- 19/00240/TPOCON – The Rectory, Gages Road, BSP – Various tree works (fell and reduce) in front and rear gardens. NO COMMENT.

- 19/01582/COUPA – Clare Downs Farm, Hickford Hill – Prior Approval for change of use of agricultural building to a dwelling and for associated operational development. INFORMATION ONLY – NO COMMENT REQUIRED.

**2. Decisions** - Members noted the following planning application decision:

- 19/01360/LBC – The Old Rectory, The Street, Belchamp Otten - Retention of internal and external alterations (Various works detailed in Schedule). GRANTED.

- 19/01361/FUL – Land north of Shearing Place Road, BSP – Erection of rural workers dwelling for a temporary 3 year period and associated landscaping. GRANTED.

**2258. Public Forum** – No matters were raised.

**2259. Urgent matters and future Agenda items**

**1. County Broadband role out of superfast broadband** – Members noted that work would commence shortly. It was understood that the company would not be permitted to erect poles on Cole Green without the prior permission of the PC as owners of the land.

**2. Temporary CCTV camera in Vicarage Road, BSP** – Members noted that a CCTV camera had recently been erected overlooking the Green but had been removed after 1-2 days. The purpose of the camera was not known.

**3. Funeral of Cllr Ian Paton** – The Clerk would circulate details of the funeral arrangements to Councillors once they were available. Members unanimously agreed that the PC should make a donation in memory of Cllr Paton to his chosen charity. The amount and details would be formally agreed at the next meeting.

**Next meeting**

Members thanked Cllr Tony Money for acting as temporary Chairman for the meeting. The meeting closed at 8.31pm

The next Council meeting will be held on Tuesday 26 November 2019 in The Community House, Belchamp St Paul at 7.30pm

Signed: ..... (Chairman)

26 November 2019