

BELCHAMP ST PAUL AND BELCHAMP OTTEN PARISH COUNCIL
Minutes of the meeting held on Tuesday 3 September 2019 at 7.30pm
at the Community House, Belchamp St Paul

Present: Councillors John Pheby (Chairman), Norman East, Robin Lock, David McKee, Tony Money and Stephen Nice.

In attendance: Diane Smith (Parish Clerk), District Councillor Iona Parker and 3 members of the public.

2222. Apologies for absence and Declarations of Interest

Apologies had been received from Councillors David Middleditch, Ian Paton, Jill West and Dave Winslow and County Councillor David Finch. There were no Declarations of Interest.

2223. Public Forum

1. Playing Field – It was confirmed that the doors on the tractor shed still required completion and the Chairman agreed to speak to Cllr Dave Winslow about this. He would also make arrangements for the overgrown hedge on the western boundary of the playing field to be trimmed.

2224. Confirmation of the Minutes of the meeting on 2 July 2019

The Minutes were approved and were signed by the Chairman.

2225. Matters arising from the July meeting

1. **P3 Group (Item 2211.3)** – Members noted that 4 waymarker posts had been erected 2 weeks ago along with the cutting back of hedges and undergrowth. A footpath bridge was scheduled to be replaced at the next Working Group session in mid-September.

2. **Dog fouling on the Green near the Primary School (Item 2207.1)** – The Clerk confirmed that 3 notices had been erected in the vicinity of the Primary School and an item would be placed in the autumn edition of Rural Rumblings highlighting the problem and requesting dog owners to act responsibly and 'Pick Up' after their pets.

3. **Stolen Post Box from near BSP Church (Item 2211.6)** – The Clerk had been informed by the Manager of Sudbury Royal Mail Delivery Office that the stolen post box would be replaced but the timescale had not yet been agreed.

4. **Asset Register (Item 2213.1)** - The Clerk had prepared a revised Asset Register for 2019 but it was agreed that this would be amended to include a 2% increase for inflation to reflect the insurance policy figures.

5. **Community Policing meeting at Belchamp Walter (Item 2218)** – This meeting had been provisionally scheduled for 20 November 2019. Cllr Jill West had agreed to attend on behalf of the Council.

6. **Salt bin at Kettle Hill (Item 2218)** – The Clerk confirmed that ECC Highways had assessed the replacement of the destroyed salt bin as 'routine' and that the situation would be monitored. County Cllr David Finch would be asked if he could assist with the urgent provision of a new salt bin before the winter season.

2226. 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 provided a detailed update on the BDC Local Plan process and focussed on the BDC decision to continue with the Garden Community principle (but not to relocate Marks Tey railway station) and the current Technical Consultation which runs until 30 September. District Cllr Parker also informed members that the Leader of BDC had written to the Dept of Housing, Communities and Local Government requesting clarification of the criteria for calculating a 5 Year Housing Supply as various figures had been quoted and this had caused considerable confusion

2227. Finance

1. The Income and Expenditure List was approved as follows:	In (£)	Out (£)
25 June A J Money – Payroll software		58.60
25 June Anglian Water – PFMC		47.94
28 June Diane Smith – Clerk’s salary and expenses		183.75
01 July Essex Playing Field Association – Annual subscription		25.00
9 July BDC – Litter contract	1301.13	
22 July E-On – PFMC		14.53
25 July Transfer (ref: 20 June 2019 transaction)	15.70	
25 July Transfer	14.53	
30 July Michael Ebeling – Litter Picking at BSP		63.00
30 July Fred Eady – Litter picking at Belchamp Otten		63.00
30 July Diane Smith – Clerk’s salary and expenses		175.41
31 July R H Nankivell – Grass cutting at Belchamp Otten		105.00
5 Aug Pitch preparation PFMC		85.00
12 Aug Transfer	85.00	
14 Aug RCCE – Annual subscription		52.80
14 Aug Diane Smith – Expenses		81.24
14 Aug BDC – Election costs BSP		60.29
14 Aug BDC – Election costs Belchamp Otten		60.29
20 Aug E-On – PFMC		13.41
20 Aug Transfer	13.41	
30 Aug Diane Smith – Salary and expenses		183.75

Bank Current Account balance on 30 August 2019 was £6495.96. Deposit Account balance £15,812.98. Playing Field Management Account balance £8409.88.

2. Closure of Essexinfo.net website on 31 March 2020

Members noted that the free host website currently used by the PC would be closed on 31 March 2020. Alternative arrangements would need to be made as it was a legal requirement for many PC documents (Agenda, Minutes, Accounts, Audit documents etc) to be available online. Possible alternatives and likely costings were discussed and it was agreed to consider the matter further at the next meeting when more information should be available. Cllr David McKee agreed to contact a local web designer.

2228. Parish Councillor vacancy

No expressions of interest had been received in the vacancy. The vacancy was already advertised on the PC website but notices would also be placed on the notice boards and an article placed in Rural Rumblings.

2229. BDC Local Plan

This matter had been considered earlier in the meeting – see Item 2226.2.

Members noted the Green and Independent Summit on 19 September at Gosfield.

2230. Review of the Emergency Plan for Belchamp St Paul and Belchamp Otten

Members agreed that no changes were required to this document.

2231. Playing Field Management Committee

1. Section 106 funds - Cllr John Pheby reported that the PFMC had decided to use all the Section 106 funds to purchase new play equipment. Investigations were underway to identify the most suitable equipment. Members noted that most repairs identified in the latest Playground Inspection Report had now been completed using PFMC funds (the rubber surface under the slide would be repaired shortly).

2. Tractor shed – This matter had been considered earlier in the meeting – see Item 2223.1

2232. Tree survey on Cole Green

It was suggested that the most affected branches of the Horse Chestnut tree which overhang Cole Green could be taken off rather than the entire tree felled. Members went on to note that all the Horse Chestnuts on Cole Green were in danger of contracting the disease and as they were all getting quite

old it was agreed that a Plan should be drawn up to replace the Horse Chestnuts with Oak or Beech trees in the longer term. The Clerk would seek advice from the BDC Tree Officer on producing such a Plan. The Council would also need to budget for tree works in future years.

In the meantime the Clerk would make a 'Tree works in a Conservation Area' application to BDC for felling the diseased Horse Chestnut on Cole Green and also for the Horse Chestnut opposite The School House which was also diseased.

2233. Highway and Footpath matters

1. Hedges overgrowing the carriageway – The Clerk confirmed that the overhanging hedges outside 2 Windmill Houses and The Rectory at Belchamp Otten had both been cut back to meet ECC Highways requirements.

2. Damaged fingerpost at junction of Otten Road, Vicarage Road and Church Street, BSP – The Clerk had reported to ECC Highways, the badly damaged fingerpost at this well used junction, which was now lying in the grass.

2234. Correspondence

Members considered the Correspondence List which had been circulated by the Clerk. They noted the extended GP Surgery hours scheme, the result of the Essex Library Services Consultation (no libraries to close in the next 5 years), the 125th anniversary of the founding of Parish Councils in 1894, the NHS Livewell Engagement Network and the letter requesting ongoing funding from Essex and Herts Air Ambulance.

2235. Planning applications and decisions

1. Application - Members considered the following applications:

- 19/01360/LBC – The Old Rectory, The Street, Belchamp Otten – Retention of internal and external alterations (Various works detailed in Schedule). NO COMMENT.

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

2. Decision - Members noted the following planning application decision:

- 18/01555/FUL and 18/01556/LBC – Wakes Hall Farm, BSP - WITHDRAWN

2236. Public Forum

1. Request for Speedwatch site in Bakers Road, BSP – The Clerk explained that an application had already been made for a Speedwatch site in Bakers Road but this had been refused by Essex Police because there was no safe location available.

2. Raised ditch in Church Street – It was agreed to report to ECC Highways that a section of ditch between High Bank and Browns Farm in Church Street was at a level higher than the roadway. This could cause flooding and dangerous icy conditions in winter.

2237. Urgent matters and future Agenda items

1. Notice Board refurbishment – Members thanked David Smith for inserting new back boards into the 2 notice boards at BSP and for repairing the framework of the Belchamp Otten notice board.

Next meeting

The meeting closed at 8.46pm

The next Council meeting will be held on Tuesday 22 October 2019 in The Community House, Belchamp St Paul at 7.30pm

Signed: (Chairman)

22 October 2019