

BELCHAMP ST PAUL AND BELCHAMP OTTEN PARISH COUNCIL
Minutes of the meeting held on Tuesday 2 July 2019 at 7.30pm
at the Community House, Belchamp St Paul

Present: Councillors John Pheby (Chairman), Norman East, David McKee, David Middleditch, Ian Paton, Jill West and Dave Winslow.

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

2208. Apologies for absence and Declarations of Interest

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

2209. Public Forum - No matters were raised by the public.

2210. Confirmation of the Minutes of the meeting on 14 May 2019

The Minutes were approved and were signed by the Chairman.

2211. Matters arising from the May meeting

1. Chairman's Declaration of Acceptance of Office (Item 2185) - Members noted that Cllr John Pheby had completed his Declaration of Acceptance of Office prior to the meeting.

2. Play equipment improvements - Section 106 funds (Item 2199.1) – The Chairman recorded his thanks to District Cllr Iona Parker for providing a comprehensive guide to the terms of the Section 106 funds. He agreed to forward a copy of the e-mail to Cllr Dave Winslow. He went on to report that this matter would be considered at the PFMC meeting next week. Members noted that some additional rot had been discovered in some items of play equipment.

3. Tractor shed (Item 2199.2) – It was noted that a few items had not been available from the main+ supplier (including T-plates). Cllr Dave Winslow agreed to source these outstanding items elsewhere.

3. P3 Group (Item 2203.1) – Regular P3 Working Groups had now recommenced and works to replace waymarkers and repair/replace bridges were scheduled.

4. Dog poo on the Green near the Primary School (Item 2207.1) – The Clerk had sourced suitable signs which would be erected shortly. 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.

5. Book Exchange Box – Members were very pleased to note that Harvey Bamford had completed the transformation of the BSP former Telephone Box to a Book Exchange and the work had surpassed all expectations. The Clerk would send a formal letter of thanks to Mr Bamford. An official 'opening ceremony' was discussed but unfortunately the Chairman was not available on the suggested date. The Chairman was in the process of submitting an article to Rural Rumblings to publicise the Book Exchange and the Defibrillator in the Belchamp Otten former Telephone Box. The Clerk would forward photos to be used in the article.

6. Stolen Post Box from near BSP Church – The Clerk had previously requested confirmation from Royal Mail that a replacement post box would be provided but had not received a response. She would chase a reply.

2212. 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 – No report had been received from District Cllr Iona Parker this month.

2213. Finance

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

	In (£)	Out (£)
15 May Diane Smith – Clerk's expenses		8.34
15 May Jayden Electrical – Part of Community House grant		180.00
20 May E-On - PFMC electricity		28.58
30 May Fred Eady – Litter picking at Belchamp Otten		63.00
30 May Michael Ebeling – Litter Picking at BSP		63.00

30 May	Diane Smith – Clerk’s salary and expenses		186.76
3 June	Transfer	28.58	
6 June	R H Nankivell – Grass cutting at Belchamp Otten		105.00
6 June	CAS Business Services – PC Insurance renewal		669.54
10 June	BSP Fete – Share of funds	849.76	
13 June	Transfer to PFMC of fete funds		849.76
17 June	Nathan Jacobs – Hedge cutting PFMC		50.00
19 June	Transfer	50.00	
19 June	Transfer	47.94	
19 June	Transfer – PFMC VAT refund		101.77
20 June	E-On – PFMC electricity		15.70

Members noted that the RFO had renewed the Council’s Insurance through the same Agency but with RSA rather than Zurich with a significant saving in premium (£670 instead of £1100). The new policy itemises the value of buildings (pavilion and tractor shed) but all other items are valued together up to a maximum total of £75,000. Members endorsed this change. It was also agreed to increase the Asset Register values by 3% for 2019.

Bank Current Account balance on 20 June 2019 was £6339.20. Deposit Account balance £15,811.68. Playing Field Management Account balance £8557.82.

2. Submission of 2018-19 Audit documents

Members noted that the Clerk had received a confirmation of receipt for the Audit documents from PKF Littlejohn. The Councils accounts would continue to be available for public inspection until 26 July 2019.

2214. Parish Councillor vacancy

The Chairman had mentioned the vacancy to various residents but no expressions of interest had been received. The Clerk would contact a further resident but if they were not interested the vacancy would be advertised on the notice boards, website and in Rural Rumbings.

2215. BDC Local Plan

Members noted that BDC would be considering the resubmission of their Local Plan to the Independent Examiner in August.

2216. Tree survey on Cole Green

The Clerk confirmed that the Chestnut tree which required attention was not subject to a TPO but the size of the tree would necessitate an application for ‘Tree works in a Conservation Area’ to be made to BDC. Such applications must be made at least 6 weeks before any works are anticipated. Members noted the required procedure. They were however reluctant to fell the mature tree and it was therefore agreed to discuss the matter further at the next meeting.

2217. Highway and Footpath matters

1. Hedges overgrowing the carriageway – The Clerk confirmed that she had reported the overhanging hedge outside 2 Windmill Houses, Belchamp Otten and had re-reported the hedge near The Rectory, Belchamp Otten (as the previous report appeared to have been taken off the ECC Highways system). Members noted that the hedge outside The Studio, Bakers Road, BSP had been cut back to meet ECC Highways requirements. ECC Highways had requested ownership details for a strip of land adjacent to Fowes Lane and these would be provided.

2. Verge and footpath cutting – Members noted that some verges in Belchamp Otten had not yet been cut. Several reports of overgrown footpaths had also been received but Members agreed that this was inevitable given recent weather conditions which had encouraged growth.

2218. Correspondence

Members considered the Correspondence List which had been circulated by the Clerk. They noted the BDC Corporate Strategy 2020-24 consultation, the 2019 Salt Bag Partnership scheme (no further salt supplies required) and the invitation to attend a Community Policing talk being organised by Belchamp Walter PC (Cllrs John Pheby and Jill West interested in attending). The Clerk would forward details of the 2019 RCCE Membership fees to the RFO for payment.

Members noted that supplies of salt bags had been provided to BSP Primary School and agreed that further supplies should be offered if required. The Clerk would chase ECC Highways regarding the replacement of the salt bin which was destroyed by a vehicle on Kettle Hill in early 2019.

2219. Planning applications and decisions

1. Application - Members noted the following application which had been sent for information only:

- 19/01009/AGR – Shearing Place, Belchamp St Paul – Application for prior notification of agricultural development – Erection of new farm store.

2. Appeal - Members noted that an appeal application had been made for The Cherry Tree at Knowl Green regarding original applications 18/00623/FUL and 18/00624/LBC – Conversion of redundant public house to 2 dwellings. The Council's original objections to the applications would be automatically forwarded to the Appeal Inspector but they agreed to submit a supplementary objection covering additional points:

3. Decisions - Members noted the following planning application decisions:

- 19/00154/FUL – Land north of Shearing Place Rd, BSP – Erection of 'workers dwelling'. WITHDRAWN

- 19/00430/AGR – Wood Barns Farm, Knowl Green – New agricultural barn housing grain store and sprayer store. APPROVAL/ PERMISSION NOT REQUIRED.

- 19/00527/FUL – Wood Barns Farm, Knowl Green – New farm access track. GRANTED.

- 19/00102/TPO – Mulberry House, Vicarage Road, BSP – Removal of 1 branch growing into road and power lines and another branch growing into road on second tree. GRANTED.

- 19/00793/COUPA – Clare Downs Farm, Hickford Hill – Prior approval for proposed change of use of agricultural barn to 1 dwelling. PERMISSION REQUIRED.

- 19/01009/AGR – Shearing Place, Belchamp St Paul – Application for prior notification of agricultural development – Erection of new farm store. PERMISSION REQUIRED.

2220. Public Forum

No matters were raised.

2221. Urgent matters and future Agenda items

1. Recent School Prom in Community House – Members noted that the volume of vehicles attempting to access the Community House at the start of the Prom had caused severe traffic congestion. Vehicles had been forced to drive onto the Green to relieve the gridlock. Members discussed possible solutions to the traffic congestion but concluded that without enforcement none were viable. The playing field car park had been opened for the event. It was suggested that in future a charge should be levied on the hirers for the additional parking facility.

2. Parking in Savills – Members noted that parked cars in Savills had made it very difficult to move the tractor from the playing field to the Green to cut the grass.

Next meeting

The meeting closed at 8.20pm

The next Council meeting will be held on Tuesday 3 September 2019 in The Community House, Belchamp St Paul at 7.30pm

Signed: (Chairman)

3 September 2019