

## BELCHAMP ST PAUL AND BELCHAMP OTTEN PARISH COUNCIL

### Update on Parish Council Matters

10 June 2020

Councillors

The purpose of this update is to ensure that you are kept informed of Council matters during the current lockdown situation.

#### 1. PC Meetings

The PC meeting on 7 July will need to be held so that the 2019-20 PC Accounts can be formally approved before being submitted to the external auditors by the new deadline of 31 July 2020. Government regulations still prevent a meeting in person (people from different households can still only meet outside and up to maximum of 6 persons and of course 2 m apart at all times). We need to confirm in the next week or two that the meeting will be virtual using Zoom. If so, I will circulate a 'Fools Guide' to all Councillors and will set up a trial meeting the previous week just so that everyone can familiarise themselves with using Zoom. Unless we pay for a Zoom subscription (£12 per month) the meeting can only last a maximum of 40 minutes before everyone is disconnected. We will therefore need to fine tune the Agenda and deal with the most urgent/important matters in a timely manner. Any Councillors not able to meet online can of course submit apologies for non-attendance in the normal way but please bear in mind that the Council still needs to be quorate.

#### 2. Correspondence List

The Correspondence List is attached. Items I would like to highlight include:

- a) **BDC Local Plan** – Inspector's Report has found the West of Braintree and the Marks Tey Garden Communities proposals to be unsound (circulated to Councillors 10 June)
- b) **Temporary road closures for County Broadband works** – The Street, Stettles Farm Road and Puttock End at Belchamp Otten will all be closed from 23 June for 3 days.

#### 3. Planning applications

##### New applications:

20/00104/TPOCON – Land opposite The Rectory, Gages Road, BSP – Tree works in Conservation Area. Fell 1 Chestnut and crown lift 4 Chestnuts and 1 Oak (Application submitted by PC)

20/00113/TPOCON – Land rear of Bramley House, Vicarage Road, BSP – Tree works in Conservation Area. Crown reduce 3 Lime trees (Application submitted by PC)

20/00723/FUL – The Cherry Tree, Knowl Green – Conversion of redundant pub to 2x 4 bedroom dwellings. Circulated to Councillors on 14 May. PC comments to be submitted by 18 June.

20/00126/TPOCON – Baytree House, Cole Green, BSP – Tree works in Conservation Area. Fell 1 Sycamore and 1 ornamental tree. Circulated to Councillors on 11 June. Comments invited.

### **Decisions:**

20/00072/TPO – Beech House, The Street, Belchamp Otten – Reduce height of 3 Yews by 3m on the road and 1m on the garden side. Cut back Maple and Lime trees by 3m to suitable growth points and carry out a 20% crown clean (thin) to an Ash, Field Maple and Maple. Part granted / part refused on 30 April 2020.

20/00271/HH and 20/00272/LBC – Wood Barns Farm, Knowl Green – Erection of single storey rear extension and pergola, removal of front porch, 2 sheds and outdoor toilet together with internal and external alterations to Grade II Listed farmhouse. Granted 14 May 2020.

### **4. Other active matters**

- a) **2019-20 Year End Accounts** – These have been completed by the RFO, Cllr Tony Money, and approved by the Internal Auditor. I will circulate them today (immediately after sending this e-mail). The Accounts and Audit Return will be approved at the July PC meeting and submitted to the External Auditors by the 31 July 2020 deadline. The Audit paperwork requires ‘wet’ signatures.
- b) **County Broadband works around Cole Green** – County Broadband works are ongoing. The proposed trench across Cole Green, adjacent to The Savills access road, has not yet been completed.
- c) **Verge cutting agreement with ECC** – Purchase Order has been received from ECC totalling £1970.45 (unchanged from last year). Invoice to be submitted to ECC and local farmers to be instructed shortly.  
BDC also undertake grass verge cutting on behalf of ECC, as we do. For 2020 BDC are undertaking a trial (with the agreement of ECC) whereby the Spring cut is dispensed with to improve biodiversity and conservation. The trial will only apply to a swathe across the centre of the BDC District (including The Salings, Braintree and Bocking, Halstead and The Colnes) and feedback will then be reviewed. **NOTE:** If this trial is successful/popular it is possible that ECC will dispense with the Spring cut everywhere in future years which would then affect (reduce) the PC budget going forward.
- d) **Tree works on Cole Green** – An application has been submitted to BDC for the tree works. BDC have split the application into 2 areas with separate application numbers (see Planning Applications listed below). We will know by the end of June if we have permission from BDC to carry out the works. Quotes are still awaited from 3 local tree surgeons.
- e) **Councillor vacancy for Belchamp Otten** – I will be advertising this vacancy shortly and approaching residents who previously applied to join the PC to see if they are still interested. Filling the vacancy can be considered at the July meeting.
- f) **Potholes/Highway problems** – The pothole in Gages Road opposite Spindriff has been filled. After a considerable time ECC has confirmed that works are scheduled to replace the fallen signpost on the Vicarage Road/Otten Road/Church Street junction.
- g) **BDC – Street Cleaning Agreement 2020-21** – Following your approval to do so, I have returned the Agreement to BDC along with the Activity Report and invoice.
- h) **Salt Bag Partnership Scheme for 2020** - The scheme has been launched by ECC

but their ability to supply salt this year has not yet been confirmed because of the Coronavirus causing potential supply chain problems. Applications for salt supplies must be made by 26 July. ECC will confirm in August if the scheme will go ahead in 2020.

**If you have any queries on any of the above, or on any other matters, please let me know.**

## **BELCHAMP ST PAUL AND BELCHAMP OTTEN PARISH COUNCIL**

Correspondence received 29 April to 9 June 2020

*Councillors wishing to see any of these documents, please contact the Clerk.*

1. Coronavirus situation - Frequent and regular updates on the Covid-19 situation continue to be received from ECC, BDC, EALC, NALC and other companies and organisations.
2. BDC – Local Plan – Report from Inspector Roger Clews (Garden Communities at West of Braintree and at Marks Tey found not sound) -Garden waste collection service re-starting mid-May (4 weekly collections)
3. ECC – Community Initiative Fund 2020 launched – Deadline for initial expressions of interest 30 June 2020 (Grants up to £10,000 require matched funding) - Temporary road closure: The Street, Stettles Farm Road and Puttock End, Belchamp Otten – 23 June for 3 days (County Broadband) - Phased re-opening of some Essex Libraries from 6 July 2020 - ECC Highways Highlights newsletter – April and May 2020
4. EALC – 2020-21 Affiliation Certificate received -Legal Update – March 2020 - County Updates – April and May 2020
5. RCCE – Essex Warbler – May and June 2020 -AGM on 8 July 2020 postponed (no new date set)
6. Police and Crime Plan for 2020-21 (PCP) – Police, Fire and Crime Commissioner elections delayed until May 2021 by Coronavirus situation. So current PCP will be revised and extended for a further 12 months until May 2021.
7. Essex Playing Fields Association – Spring 2020 Newsletter
8. Dedham Vale AONB and Stour Valley Project – Updates April and May 2020

Your Transactions

March 2020

Date	Description	Type	Money In (£)	Money Out (£)	Balance (£)
02 Mar 20	BELCHAMPSTPAULCOMM	BP		128.00	7,600.12
02 Mar 20	MRS DIANE SMITH	BP		183.75	7,416.37
02 Mar 20	MISS P BOWERS	BP		327.84	7,088.53
02 Mar 20	COMM.HEARTBEATTRUS	BP		162.00	6,926.53
03 Mar 20	E.ON 4406551400 A	DD		34.77	6,891.76
04 Mar 20	BELCHAMP ST PAUL & 309831 30906568	TFR	34.77		6,926.53
12 Mar 20	BELCHAMPSTPAULCOMM ELECTRICITY p. 02215	BP		40.00	6,886.53
12 Mar 20	BELCHAMP OTTEN PCC ANNUAL GRANT	BP		415.00	6,471.53
12 Mar 20	SUDBURY CAB ANNUAL GRANT	BP		50.00	6,421.53
12 Mar 20	ESSEX & HERTS AMBU ANNUAL GRANT	BP		250.00	6,171.53
12 Mar 20	R & R GARDEN MACH	BP		54.00	6,117.53
18 Mar 20	ECC PAYMENTS NO 1 11000576254 FOOT PATH CLEARANCE	BGC	57.48		6,175.01
23 Mar 20	BELCHAMP ST PAUL & 309831 30906568 21MAR20	TFR	44.93		6,219.94
23 Mar 20	CAMPAIGN TO PROTEC 641720/64111 MEMBERS WIP	DD		36.00	6,183.94
24 Mar 20	ANGLIAN WATER BUSI 113619258	DD		44.93	6,139.01
25 Mar 20	MR FRED EADY LITTER	BP		63.00	6,076.01

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Date	Description	Type	Money In (£)	Money Out (£)	Balance (£)
25 Mar 20	MICHAEL EBELING LITTER	BP		63.00	6,013.01
27 Mar 20	RICHARD MANN P/O COMMUNITY USE GRANT	BP		384.00	5,629.01
30 Mar 20	BELCHAMPSTPAULCOMM BALANCE OF GRANT	BP		9.30	5,619.71
30 Mar 20	BELCHAMPSTPAUL PCC BALANCE OF GRANT	BP		210.76	5,408.95
30 Mar 20	MRS DIANE SMITH SAVING EXP	BP		213.73	5,195.22
30 Mar 20	HARVEY BAMFORD 20000000580871534 BSP DIESEL for TRACTOR	FPO		217.67	4,977.55
30 Mar 20	BELCHAMP ST PAUL & 309831 30906568	TFR	44.48		5,022.03
30 Mar 20	DAVID WINSLOW ESQ. 600000000582604406 WATER	FPO		44.48	4,977.55
31 Mar 20	E.ON 4406551400 A PM C	DD		20.11	4,957.44
31 Mar 20	BELCHAMP ST PAUL & 309831 30906568 P/H C 50% of DIESEL NETS of VAT	TFR	102.23		5,059.67

**Your Transactions**

*April and May 2020*

Date	Description	Type	Money In (£)	Money Out (£)	Balance (£)
02 Apr 20	BELCHAMP ST PAUL & 309831 30906568 PFM C & ELECTRICITY	TFR	20.11		5,079.78
02 Apr 20	COLE GREEN FC PITCH FEES 60000000584153045 309724 PITCH HIRE	FPI	90.00		5,169.78
07 Apr 20	HMRC VTR XSV126000103637 VAT REFUND	BGC	500.40		5,670.18
14 Apr 20	BELCHAMP ST PAUL & 309831 30906568	TFR		90.00	5,580.18
14 Apr 20	BELCHAMP ST PAUL & 309831 30906568 PFM C VAT REFUND	TFR		186.99	5,393.19
17 Apr 20	R & R GARDEN MACH P/O ST PAUL P/C GRANT	BP		510.00	4,883.19
22 Apr 20	E.ON 4406551400 A PFM C	DD		9.32	4,873.87
23 Apr 20	500067 WAYLEAVE	DEP	12.22		4,886.09
24 Apr 20	BELCHAMP ST PAUL & 309831 30906568	TFR	9.32		4,895.41
29 Apr 20	E A L C ANNUAL SUB.	BP		169.36	4,726.05
29 Apr 20	MRS DIANE SMITH SALARY EXP	BP		183.75	4,542.30
30 Apr 20	PAYMENTS BTREE DC PRELIFT ETC	BGC	2,053.00		6,595.30

**Transaction types**

27 May 20	E.ON 4406551400 A PFM C	DD		15.46	6,579.84
28 May 20	A J MONEY PAY ROLL SOFTWARE	BP		58.80	6,521.04
28 May 20	R. H. NANKIVELL OTTEN GRASS	BP		105.00	6,416.04
28 May 20	MR FRED EADY LITTER	BP		63.00	6,353.04
28 May 20	MICHAEL EBELING LITTER	BP		63.00	6,290.04
28 May 20	MRS DIANE SMITH SALARY EXP	BP		183.75	6,106.29
28 May 20	BELCHAMP ST PAUL & 309831 30906568	TFR	15.46		6,121.75

**Transaction types**

BGC Bank Giro Credit	BP Bill Payments	CHG Charge	CHQ Cheque
COR Correction	CPT Cashpoint	DD Direct Debit	DEB Debit Card
DEP Deposit	FEE Fixed Service	FPI Faster Payment In	FPO Faster Payment Out
MPI Mobile Payment In	MPO Mobile Payment Out	PAY Payment	SO Standing Order
TFR Transfer			