

BELCHAMP ST PAUL AND BELCHAMP OTTEN PARISH COUNCIL

Minutes of the meeting held on Tuesday 12 April 2022 at 8.15pm at
The Community House, Gages Road, Belchamp St Paul

Present: Councillors David McKee (Chairman), Harvey Bamford, Scott Bridge, Robin Lock and Dave Winslow. No members of the public were present. In attendance: Diane Smith (Clerk).

2553. Apologies for Absence and Declarations of Interest

Apologies had been received from Councillors Ruth Carter, Sarah Mardon, David Middleditch, Tony Money and John Pheby plus County Councillor Peter Schwier and District Councillor Iona Parker. There were no declarations of interest.

2554. Public Forum – No members of the public were present.

2555. Confirmation of the Minutes of the meeting on 1 March 2022

These Minutes were unanimously approved and were signed by the Chairman.

2556. Matters arising from the March PC meeting

1. Mole problem on Cole Green (Item 2540.2) – Members thanked Cllr Harvey Bamford for raking over some of the molehills. They noted that the grass cutter had driven around the remaining molehills.

2. Planning appeal for The Cherry Tree, Knowl Green (Item 2540.3) – This application was still “in progress”.

2557. Co-option to fill Councillor vacancy for Belchamp Otten

The Clerk reported that, on 17 March, BDC had given the PC authority to fill the vacancy by co-option, as no requests for an election had been received from residents. She had consequently placed an item in the next edition of Rural Rumbblings advertising the vacancy and notices had been placed on the notice boards and the PC website. Applications for the position were requested by 16 May for consideration at the next PC meeting on 24 May. Members endorsed these actions.

2558. Essex County Council

Members noted details of e-mails received from County Cllr Peter Schwier since the last PC meeting, which had been circulated by the Clerk. County Councillor Schwier had attended the BSP Annual Parish Assembly, immediately prior to this meeting, and he had delivered a full report on ECC matters over the last year. He also wished to highlight at this meeting the following current matters: the Ride London cycling event on 29 May and the Essex Renewal Fund which will see £100million invested over the next 20 years and create 1500 new jobs.

2559. Braintree District Council / BDC Local Plan

District Councillor Iona Parker had attended the BSP Annual Parish Assembly, immediately prior to this meeting, and had delivered a full report on BDC matters over the last year.

2560. Finance

1. The Income and Expenditure List was approved as follows:		IN (£)	OUT (£)
7 March	Transfer	72.00	
7 March	Belchamp Otten PCC grant		415.00

7 March	BSP Community House – Defibrillator power		40.00
7 March	Belchamp St Paul PCC grant		550.00
7 March	Essex and Herts Air Ambulance grant		250.00
7 March	Citizen’s Advice Bureau Sudbury grant		50.00
7 March	Wicksteed Leisure – PFMC		72.00
14 March	BSP Community House – Balance of grant		45.00
14 March	BDC – Maps for VDC meeting		9.60
18 March	Graham Nicholl – Felling tree on Cole Green		450.00
22 March	E-On – PFMC		13.12
23 March	CPRE annual subscription		36.00
24 March	Anglian Water – PFMC		40.29
25 March	Transfer	13.12	
25 March	Transfer	40.29	
29 March	Fred Eady – Litter picking Belchamp Otten		66.00
29 March	Wendy Bird – Litter picking Belchamp St Paul		66.00
29 March	Ridgewell Farm Services – Tractor coolant		35.93
30 March	Diane Smith – Clerk’s salary and expenses		192.50
4 April	Suffolk Glass – Part of Community House grant		216.00
6 April	Transfer	5013.84	
6 April	Transfer	4020.00	
6 April	EALC annual subscription		182.59
6 April	Mortimer Contracts – Resurfacing under slide – PFMC		4020.00
6 April	Wicksteed Leisure – New children’s play equipment		5013.84

Current account balance at 6 April 2022 was £838.67.

2. Audit process for 2021-22 – It was noted that the Clerk had received the paperwork for the 2021-22 Audit from PKF Littlejohn. The deadline for submitting the AGAR documentation was 1 July 2022 (before the July PC meeting) so the figures would need to be formally approved at the next meeting on 24 May.

2561. Tree and ditch works on Cole Green, BSP

1. CIF Grant works - Planting of 3 replacement trees – Members were pleased to note that the flowering Cherry and two Indian Chestnut trees had been planted by Cllrs Bamford, Pheby and Winslow with logistical assistance from Cllr Middleditch. They were all thanked for undertaking this work.

b) Clearing ditch between Cole Green and The Savilles, BSP - Members noted that the leftover debris had not yet been cleared from the ditch. The Clerk would contact the contractor to expedite the work.

2562. Playing Field Management Committee

Cllr Dave Winslow (Chairman of the PFMC) reported that the invoice from Wicksteed Leisure for the new play equipment (monkey bars and baby swing) had now been received and paid and a request for re-imbursement of the cost (£4178.20 exclusive of VAT) from Section 106 funds, had been submitted to BDC by the Clerk. The new safety surfacing under the slide had also been completed and the invoice received (£4020.00 including VAT from Mortimer Contracts) and paid.

2563. Village Design Code workshop on 23 April 2022

The Clerk had been in touch with Jan Stobart from RCCE regarding the practical arrangements for

the meeting and it was agreed that the PC would pay the cost, £8.00 plus VAT, for BDC to print large scale maps for the presentation. The event was being advertised on the PC website and notice boards and an article had been submitted to Rural Rumbings to encourage resident to attend.

2564. BDC Street Cleaning Agreement for 2022-23

The new BDC Street Cleaning Agreement had been received and Members noted that the annual payment had been increased by a 3% inflationary uplift to £1377.38 for 2022-23. Members agreed unanimously to continue the arrangement with BDC and an invoice would be submitted to BDC along with the signed Agreement and a completed Activity Report.

2565. Correspondence

Members considered the Correspondence List which had been circulated by the Clerk and the following items were noted: BDC Re-Wilding project of suitable Open Spaces: BDC request for feedback on problems caused by Storm Eunice [details to be submitted by the Clerk]: Letter of thanks from Essex and Herts Air Ambulance for the £250 donation from the PC: BBC Essex 'Make a Difference Awards': Membership of BALC [PC repeated their decision from last year not to join]: 'Police our Parish' scheme from Essex Police [suggest attendance at the Village Fete]: EALC/NALC membership renewal due for 2022-23 at £182.59.

2566. Planning applications, decisions and appeals

1. New Application

- 22/00732/FUL – **Land north of Osier Way, Sible Hedingham** – Erection of 2 storey medical centre with parking. Members noted that a new application had been submitted because of site boundary inaccuracies in the original application number 21/03099/FUL. The PC's comments to the original application would be automatically transferred to the new application.

2. Decisions

- 22/00117/HH – **2 Near the Windmill, Otten Road, Belchamp Otten** – Erection of side extension. GRANTED.

- 22/00175/TPO – **Mashey Wood, Knowl Green** – TPO 5/09 – Crown lift mixed broadleaf trees to 5m to enable essential ditching works and access for combines etc. Clean out ditch including removal of small mixed broadleaves. GRANTED.

- 21/03099/FUL - **Land north of Osier Way, Sible Hedingham** – Erection of 2 storey medical centre with parking. WITHDRAWN (see Item 2566.1 above).

- 22/00317/HH and 22/00318/LBC – **Browns Barn, Church Street, BSP** – Erection of single storey rear extension. GRANTED.

2567. Public Forum

1. Parking problem at Savilles, BSP – A resident had reported that an ambulance was unable to access their property because of inconsiderate parking of cars within Savilles which made it impossible for larger vehicles to get through. The PC had last addressed this recurring problem in March 2021 when all residents received letters requesting that they should not park in restricted areas, to maintain access for larger vehicles such as the dustcart and online shopping delivery vans. It was agreed to refer the matter to Eastlight Housing, who have responsibility for communal areas within the Savilles development, and request that they repaint the hatched restricted parking area and also contact all the tenants and remind them of the need to maintain emergency access at all times.

2568. Urgent matters and proposals for future Agenda

1. Hedge overhanging the carriageway at The Studio, Bakers Road, BSP – This would be reported to ECC Highways.

2. Christmas tree on Cole Green – Members noted that some residents were unhappy with the decision, made at the March PC meeting, to continue to provide a cut Christmas tree each year, rather than plant a permanent tree. The Council had considered all the responses received as part of their decision-making process but some residents had assumed that the request for their opinions (in the doorstep leaflet drop) was an actual vote. 18 of the 21 residents who responded were in favour of planting a permanent Christmas tree. In the circumstances, members agreed to reconsider the matter at the October 2022 PC meeting (in accordance with the Council’s Standing Orders, Item 7a). The Clerk would look into the location of underground utilities on Cole Green in the interim.

3. Deeds for Council owned land and property – The Clerk agreed to locate the Deeds relating to Council owned land and property and report her findings to the Council at the next meeting.

Next meeting

The next Council meeting will be held on Tuesday 24 May 2022 at 7.30pm in The Community House, Gages Road, Belchamp St Paul.

The meeting closed at 8.59pm.

Signed: (Chairman) 24 May 2022