

# BELCHAMP ST PAUL AND BELCHAMP OTTEN PARISH COUNCIL

Minutes of the meeting held on Tuesday 2 July 2024 at 7.30pm at  
The Community House, Gages Road, Belchamp St Paul

**Present:** Councillors David McKee (Chairman), Alexander Bills, Dominic Curran, Sarah Mardon, David Middleditch (left after item 2926.2). Cllr Peter Schwier (Essex County Council) attended for item 2915. 1 member of the public was also present. In attendance: John Douglass (Clerk).

## **2911. Apologies for Absence and Declarations of Interest.**

Apologies were received from: Cllrs Ruth Carter, Holly Chaplin, Robin Lock, Tony Money and Hannah Rumsey. Apologies were also received from Cllr Iona Parker (Braintree District Council). Cllr Middleditch declared an interest in BSP Solar Farm (item 2926.3).

## **2912. PUBLIC DISCUSSION TIME (5 minutes).**

No issues were raised by members of the public.

## **2913. Approval of the Minutes of the meeting held on 28 May 2024.**

The Minutes were unanimously approved and signed by the Chairman.

## **2914. Matters arising from the May PC meeting (not covered separately on the agenda).**

1. **Verge Cutting.** The Clerk confirmed 4 letters had been sent to local farmers requesting verge trimming at the side of the roads. One other farmer had informed the Clerk his cutting machine was broken and he would be unable to undertake the work.
2. **Vintage Car Show.** The Chairman proposed permission should be granted to the organisers to allow parking of the vehicles on Cole Green. The motion was seconded by Cllr Middleditch and unanimously approved.

## **2915. Essex County Council matters.**

Emails received from Councillor Schwier (Essex County Council) had been circulated to Councillors. Cllr Schwier elaborated on several points that had been tabulated.

## 2916. Braintree District Council matters.

Due to the General Election Cllr Parker (Braintree District Council) would give her report at the next meeting.

## 2917. Finance.

1. **Approval of receipts and payments.** The Report prepared by the RFO was approved unanimously:

Transaction Date	Type	Transaction Description	Debit	Credit
01/07/2024	TFR	BELCHAMP ST PAUL & 309831 30906568		£ 31.03
01/07/2024	BP	MRS A ACTON	£ 69.00	
01/07/2024	BP	J C DOUGLASS	£ 237.55	
01/07/2024	SO	E P F A	£ 25.00	
27/06/2024	FPO	HANNAH - DESIGN CODE EXPENSES	£ 40.00	
26/06/2024	TFR	BELCHAMP ST PAUL & 309831 30906568		£ 49.07
26/06/2024	TFR	BELCHAMP ST PAUL & 309831 30906568		£ 158.40
24/06/2024	DD	ANGLIAN WATER BUSI 113619258	£ 49.07	
24/06/2024	FPO	WICKSTEED LEISURE - PF INSPECTION	£ 158.40	
24/06/2024	FPO	E A L C CLERKS COURSE	£ 120.00	
24/06/2024	FPO	MR P J HESKETH - EXPENSES	£ 35.25	
24/06/2024	FPO	PARISH NEWS (1/2 PAGE AD)	£ 8.00	
21/06/2024	DD	E.ON NEXT LTD A-E2BE2511-001	£ 31.03	
11/06/2024	TFR	PFMC TRACTOR REPS - SPLIT		£ 328.00
03/06/2024	BP	J C DOUGLASS	£ 303.04	
03/06/2024	BP	R. H. NANKIVELL	£ 110.00	
30/05/2024	BP	MR FRED EADY	£ 69.00	
30/05/2024	BGC	ECC BACS 11001355694		£ 2,196.09
28/05/2024	FPO	MRS DIANE SMITH FINAL EXPENSES	£ 102.62	
28/05/2024	FPO	CLEAR INSURANCE	£ 619.66	

Current account balance at 1<sup>st</sup> July was £4,763.83

Deposit account £5,056.88

PFMC account £5,761.61

- On the 11<sup>th</sup> June the Playing Field received £2,000.00 from The Blechamp Events Committee (fete proceeds). I have expressed thanks from the committee personally but not publically so please may it be noted in the minutes.

32 -Day Notice account £11,250.25 .

2. **Section106 Claim – update.** The Clerk reported ongoing correspondence with Sarah Burder, BDC, concerning the claim in respect of regeneration of the BSP tennis courts. Ms Burder was requesting photos of the completed work and the paid invoice, and these would be forwarded when available.

3. **2023/24 Audit Process – update.** The Clerk confirmed the AGAR Certificate of Exemption had been sent to PKF Littlejohn (external auditors). Sets of the audit documents had also been pinned to the notice boards and posted to the website.

**2918. Vacant BSP Councillor seat.**

Subsequent to the resignation of Cllr Bamford, BDC have advised that notice of casual vacancy has expired and that the PC is now able to co-opt to fill the vacancy. Notices have been posted on notice boards and the website, and the Clerk was instructed to place an advert in the Parish Magazine.

**2919. Strimming/clearing the ditch in front of Savilles at Cole Green, BSP.**

This matter was to be carried forward to the next meeting.

**2920. PFMC – Review of Terms of Reference – update.**

A vote of thanks was declared in respect of a generous donation of £2,000 from the Village Fete to the PFMC. A report was read by Cllr Mardon on behalf of Cllr Chaplin proposing a streamlining of the playing field organisation. A motion deferring the matter to the next meeting was proposed by Cllr Middleditch, seconded by Cllr Bills, and approved unanimously.

**2921. Local Development Code Working Group – Survey update.**

Cllr Mardon informed the meeting on behalf of Cllr Rumsey that the surveys were currently being processed and uploaded to the website. The next Public Exhibition would be called for September or October.

**2922. Speedwatch update.**

Cllr Curran reported that two Speedwatch sessions had been held in June, but no motorists were reported to Essex police. Two new volunteers were undergoing online training.

**2923. Defibrillator at BSP.**

In the absence of Cllr Lock, the faulty machine and the PC file were being held by the Chairman. It was proposed by Cllr Mardon, seconded by Cllr Curran, and agreed unanimously to continue investigating the possibility of purchasing a new defibrillator, whilst also continuing to urgently seek a replacement battery for the existing machine. The Chairman would send a letter of condolence to the family of the lady who died at the Community House.

**2924. Request for additional dog waste bin at Knowl Green – update.**

The Clerk was instructed to contact Cllr Parker (BDC) to progress the matter.

**2925. Correspondence.**

Councillors reviewed the correspondence list that had previously been circulated by the Clerk. No motions were tabled.

**2926. Planning.**

**1. New Applications. 24/01249/HH** – 4 Cole Green Cottages BSP – Replacement Front Door. NO COMMENT.

**2. Decisions. 23/03005/FUL** – Lamberts Farm Gages Rd BSP – Demolition of existing dwelling and garage, erection of 6 dwellings and associated access. GRANTED 31/5/24.

**24/00560/HH** – 1 Park Farm Cottages Tilbury Rd Ovington – Erection of part single part 2 storey rear & side extension. GRANTED 17/5/24.

**24/00643/HH** – Cutbush Farm Bakers Rd BSP – Replacement outbuilding. GRANTED 30/5/24.

**24/00835/COUPA** – Land south of Fowes Lane, B O – Prior approval for change of use of agricultural building to 3 residential dwellings. BDC PLANNING PERMISSION REQUIRED. (A full planning application required because works do not fall under agricultural concessions).

**24/00492/DAC** – Pannells Cole Green BSP – Approval of specified conditions. GRANTED 21/6/24.

**24/00602/FUL** – Rowan Bank House Wakes Hall Lane BSP – Change of use agricultural land to garden use, pasture, and stable block. GRANTED 24/6/24.

**3. Solar Farm proposal off Bakers Rd – Update.** Cllr Middleditch left the meeting. A review of the timeline and current position of the complaint against BDC was undertaken. The document “Supplementary Submission (2<sup>nd</sup> draft)” previously circulated to Councillors was discussed. It was proposed by Cllr Mardon to send this document to BDC, seconded by Cllr Curran, and approved unanimously.

[A letter dated 28/6/24 concerning the Stage 2 Complaint was received by email on 2/7/24 timed at 4:10pm. This was too late to be considered at the 2/7/24 PC meeting.]

**2927. PUBLIC DISCUSSION TIME (5 minutes).**

No issues were raised by members of the public.

**2928. Any urgent matters and proposals for future agenda items.**

No issues were raised by Councillors.

**2929. The next Council meeting will be held on Tuesday 3 September 2024 at 7:30 pm in The Community House, Gages Road, Belchamp St Paul.**

The meeting closed at 9:15 pm.

Signed ..... (Chairman) 3 September 2024