

## Belchamp St Paul and Belchamp Otten Parish Council

Minutes of the meeting held on Tuesday 1 July 2025 at 7.30pm in The Community House, Gages Road, Belchamp St Paul.

**Present.** Councillors: David McKee (Chairman), Alex Bills, Ruth Carter, Dominic Curran, David Middleditch, and Hannah Rumsey. In attendance: John Douglass (Clerk).

**3090 Apologies for Absence and Declarations of Interest.** Apologies were received from Cllrs Holly Chaplin, Sarah Mardon, and Tony Money. Apologies were also received from Cllrs Peter Schwier (Essex C C) and Iona Parker (Braintree D C).

**3091 PUBLIC DISCUSSION TIME (5 minutes).** No matters were raised.

**3092 Approval of the Minutes of the meeting held on 20 May 2025.** *A resolution to approve the minutes was proposed by Cllr Carter, seconded by Cllr Rumsey, and passed unanimously.*

**3093 Matters arising from the May PC meeting (not covered separately on the agenda).** No matters were raised.

**3094 Essex County Council matters.** Cllr Schwier (Essex C C) emails had been circulated to Councillors on 25/6/25.

**3095 Braintree District Council matters.** Cllr Parker's (Braintree D C) report had been circulated to Councillors on 27/6/25. The Clerk read out a supplementary report by Cllr Parker regarding the Social Supermarket project.

### 3096 Finance – Approval of receipts and payments.

#### Receipts & Payments Report.

Period: 16/05/25 to 30/06/25

#### Opening Balances 16/05/25

Parish Council Account	£4,817.90
P F M C Account	£4,483.78
Total	£9,301.68

19-May-25	PAY	SERVICE CHARGES	4.25	
30-May-25	SO	MRS A ACTON	69	
30-May-25	SO	MR FRED EADY	69	
2-Jun-25	SO	R. H. NANKIVELL	120	
2-Jun-25	BP	J C DOUGLASS	326.57	
2-Jun-25	FPO	INSURANCE	942.57	
17-Jun-25	PAY	SERVICE CHARGES	4.67	
17-Jun-25	DD	E.ON NEXT LTD - PFMC	33.37	
23-Jun-25	FPO	PAUL AMES - PLAYING FIELD EXP	236.62	
23-Jun-25	DD	ANGLIAN WATER - PFMC	51.07	
26-Jun-25	FPO	E A L C - INV 18429 SUBSCRIPTIONS	144.51	
9-Jun-25		INTEREST (GROSS)		2.99
12-Jun-25		THE BELCHAMPS EVENT FETE2025		1800.00
30-Jun-25		BELCHAMP ST PAUL PARKING JAN-JUNE		40.00

Closing Balances 30/06/25

Parish Council Account	£2,816.27
P F M C Account	£6,326.77
Total	£9,143.04

PC - Parish Council expense

PFMC - Playing Field Expense

Deposit Account Balances 30/06/25

Deposit account	£4,106.22
32 day notice account	£11,516.56
Interest approx.	£ 20 per month

*A resolution to approve the Report was proposed by Cllr Middleditch, seconded by Cllr Curran, and passed unanimously.*

- **Insurance arrangement 2025/26.** The Clerk reported that cover had been renewed at 1/6/25 with Ecclesiastical Insurance at a premium of £942.57.

**3097 Audit 2024/25: filing of Annual Governance & Accountability Return.** The Clerk reported that the Return had been filed with the external auditors PKF Littlejohn on 28/5/25. No queries had been raised by them to date.

**3098 Vacant BSP Councillor seats.** The Clerk reported that no election request had been lodged in respect of the vacancy attributable to Robin Lock. Accordingly, the Council may now co-opt a new councillor.

Cllr Bills tendered his resignation due to work commitments. A vote of thanks was given by the Chairman for Cllr Bills's work as a Councillor.

The Clerk was instructed to advertise the vacancy following Cllr Bills's resignation.

It was noted that there are now 3 vacancies for B S P councillors.

**3099 Local Development Code Working Group – update.** No update was reported at this time.

**3100 Speedwatch & traffic – parking on Cole Green access.** No Speedwatch sessions had been undertaken.

**3101 Defibrillators.** Monthly checks had been undertaken and the machines are in good order.

**3102 Belchamp Otten village sign.** On Belchamp Otten Green: Cllr Rumsey presented her own drawings for a new sign. Cllr Rumsey has contacted 2 manufacturers with a view to obtaining detailed quotes. On entrance to village: a parishioner has asked the Clerk to investigate obtaining new signage similar to the Stisted village sign.

**3103 Repair of Hickford Hill notice board.** The Clerk reported that no s106 capital spend funds are available from Braintree D C at this time. The Clerk was instructed to approach Cllr Parker (Braintree D C) regarding the availability of Councillor Community Grants Scheme funds for the project. The Clerk was also instructed to approach Steve Wild Boards with a view to obtaining a quote. Cllr Curran will assist the Clerk in technical aspects such as size, materials, etc.

**3104 Flooding.** The Clerk reported that Cllr Schwier (Essex C C) has notified him that jetting to clear drains will be undertaken at 4 sites: Bevingdon Belchamp Otten/Wakes Hall Pollard Green Lane/The Street Belchamp Otten/Cherry Tree Pub BSP. Work had already been undertaken at Bevingdon on 23/6/25. This site was the subject of an official complaint to Essex C C by a local resident.

The Clerk reported that a water leak at the Community House drive had been repaired by Anglian Water in June.

**3105 Correspondence.** Recent correspondence had been circulated to Councillors on 25/6/25.

**3106 Planning – New Applications / Decisions.**

**25/00707/FUL.** Shearing Place, BSP (New application), Demolition and replacement of existing rural worker dwelling. *Granted 13/6/25.*

**25/00250/FUL.** BSP School Replace fencing and 4 gates with ivy landscaping. *Granted 29/5/25.*

**25/01237/HH.** 12 Hickford Hill, BSP, Side & rear extensions and parking area. *Comments by 28/7/25.*

**3107 PUBLIC DISCUSSION TIME (5 minutes).** No matters were raised.

**3108 Any urgent matters and proposals for future agenda items.** 1) Cllr Chaplin requested in her absence that the matter of constitution of the Playing Field Management Committee be tabled for discussion at the next meeting. 2) The Clerk stated that a letter of thanks had been received from Essex & Herts Air Ambulance for the P C's donation of £250. 3) The Clerk was instructed to request repair of the Knowl Green road signpost.

**3109 The next Council meeting** will be held on Tuesday 2 September 2025 at 7:30pm in The Community House, Gages Road, Belchamp St Paul.

The meeting closed at .....8:12 pm.....

Signed ..... (Chairman)

2 September 2025