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Great Maplestead Parish Council

Members of the Great Maplestead Parish Council you are hereby summonsed to attend a **PARISH COUNCIL MEETING** of **Great Maplestead Parish Council** at the **Village Hall, Great Maplestead** on **Wednesday 16th March 2022 at 7.30pm** for the purpose of transacting the following business:

AGENDA

1. Apologies and reasons for absence

2. Minutes of previous meeting – Councillors are asked to agree the minutes of the Parish Council meeting held on the 12th January 2022 as a true and accurate account of proceedings of the meeting.

3. Declarations of Interest (existence and nature) with regard to items on the agenda. Members of the Council are advised to declare the existence and nature of any 'Disclosable Pecuniary', 'Other Pecuniary' or 'Non-Pecuniary' interests relating to items on the agenda.

4. County and District Matters – *Updates and notifications to be received.*

5. Officers Reports & Information Exchange – *No business decisions may be made.*

6. Public question time with respect to items on the agenda and other matters of mutual interest.

Note: When the Council starts to discuss any item on the agenda where a member has an interest, the member with that interest must have regard to the Code of Conduct and make the necessary disclosure and leave the meeting where appropriate. The **maximum time allowed** for public question time is **10 minutes** or at the Chairman's discretion. At the close of this item members of the public will no longer be able to address the Council except at the invitation of the Chairman; members with Disclosable or Other Pecuniary interests will not be allowed to speak or address the Council on those interests unless a dispensation has been approved.

7. Progress Updates – *Clerk's report on actions since January 2022 meeting.*

8. Business Items

8.1 **Village Playing Field** – To receive report on working party progress

8.1.1 **To Review & Approve Tender Document for Phases 3,4 & 5 of the Village Playing Field (Community Field) Project**

8.1.2 **Application for District Councillor Community Grant Scheme**

8.1.3 **Registration of Village Playing Field land at HM Land Registry** – voluntary registration

8.2 **Footpath Maps** – To consider creation and distribution of footpath maps

8.3 **Rialtas Business Solutions, Alpha Accounting Software** – To approve switch of manual accounting records to new industry recognised on-line platform. Set up costs £298.75, plus annual subscription of £124.00.

8.4 **Queens Platinum Jubilee** –

8.4.1 To agree site and location of free commemorative tree, to be acquired by village Platinum Jubilee Committee

8.4.2 To consider request for financial contribution from parish council towards village Celebrations

- 8.4.3 To grant permission for beacon lighting event on village playing field, waiver of playing field terms of reference "Event Organisation – Section 12"
- 8.5 **Internal Auditor 2022** – To appoint Mike Letch of Letchwood Consultants as the council's internal auditor for year end 2021/22
- 8.6 **Verge Cutting 2022** – To appoint Mortimer Contracts as the verge cutting contractor for Spring & Autumn 2022.
- 8.7 **Poo bins** – To consider request for additional bin to be acquired and located at the water meadows in Church Street

9. **Financial Report**

9.1 **Current bank balances:-**

Current account: £45.14 Fundraising account: £16299.30 Reserve account: £8333.68

9.2 **Noting of sums received:-**

NWB Interest Paid – Jan-Feb 2022	.41p
Essex County Council – Verge cutting grant 2 nd instalment	£899.64
Donation – Great Maplestead Beer Festival towards playing field	£100.00

9.3 **Ratification of payments made:-**

DD E-ON Street Lighting Dec 2021	£17.25
OB EALC – Training, Clerks Finance Course	£84.00
OB EALC – Training, Facebook for Parish Councils	£108.00
CQ Sudbury Office Supplies – New Printer/Scanner	£199.98

9.4 **Bank Transfers made:**

From Reserve Account to Current Account	£100.00
From Reserve Account to Current Account	£400.00

9.5 **Other:**

To authorise regular payments via Direct Debit, Standing Order, On-Line Banking For 2022/2023 – in accordance with Financial Regulations

10. **Planning**

10.1 **Application Decisions**

21/03469/HH & 21/03470/LBC – Chelmshoe House Farm, Monks Lodge Road – Conversion of garage to habitable accommodation. Conversion back to ancillary accommodation of existing outbuilding and repair of fenestration. Demolition and rebuild of brick garden wall. Granted 2 2 2022

10.2 **Applications -**

22/00168/TPO -St Giles School, Church Street – Notice of intent to carry out works to trees protected by Tree Preservation Order 6/00 – Fell felling (T1) Beech (T2) (T3) (T4) Remove lowest circle of limbs on each tree to raise crown to give clearance to neighbouring property and balance

22/00219/HH & 22/00220/LBC – The Old Vicarage, Church Street – Installation of 37no. ground-mounted solar panel

11. **Correspondence – For notification**

Consultation - Essex Joint Health and Wellbeing Strategy 2022-2026 (JHWS) consultation open for resident's views until Friday 25th March 2022.

Consultation – Bramford to Twinstead Tee open for response until 21st March 2022

12. **Content for E-newsletter**

Update on village playing field;

13. **Items for the Next Agenda**

Please note that no decisions can lawfully be made under this item, LGA 1972 section 12 10(2)(b) states that business must be specified, therefore the Council cannot lawfully raise matters for decision.

14. Date of next meeting:

Annual Parish Meeting Wednesday 13th April 7.30pm

Annual Meeting Wednesday 4th May 2022 at 7.30pm



Ann Crisp – Clerk

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Date Issued: 10th March 2022