

MINUTES of DECISIONS MADE – June – July 2020

GREAT MAPLESTEAD PARISH COUNCIL

Covid 19 Lockdown

Due to the Covid 19 emergency measures introduced by the UK government in response to the Covid 19 virus, normal council proceedings were suspended from 23 March 2020.

In accordance with government guidance, emergency Standing Orders were adopted by the council on 20th April 2020, these may be viewed on the parish council's website.

The council has elected to conduct business via e-mail, unless the Clerk or 2 or more Councillors call for a public debate. A formal meeting and public debate will be hosted via a video conference call, in accordance with government and NALC guidelines and subject to restricted broadband reception within Great Maplestead. Copies of email decisions will be retained by the Clerk and decisions minuted.

1. Business Decisions

1. 16th June 2020 – Decision to install new barriers on the perimeter edge of the village playing field car park to provide improved security of the playing field, and restrict any possible, future, unauthorised encampments. Following on from a briefing paper circulated by Cllr.Harris, which highlighted the security measures in place at Pebmarsh playing field, Cllr.Newton proposed new security measures at the village playing field to include vertical posts and padlocked/chained, metal 5 bar gate to allow authorised access to the field. Existing telegraph poles bordering field to be cut into new posts and spaced to allow pedestrian access. The gate will be donated by G B Newton & Sons. Work to be undertaken by volunteers on Friday 19th June. Cost of new chain and padlock £46.79 - Travis Perkins
2. 16th June 2020 – Parishioner communication approved, explaining the events of the travellers encampment on the village playing field on the weekend of 13th/14th June 2020.
3. 22nd June 2020 – Decision to install an additional retracting, telescopic security post behind the new metal 5 bar gate at the village playing field. Post to be purchased from Bison Security Posts at £270.00 (inc VAT).
4. 25th June 2020 **Internal Audit** – The council noted receipt and considered the findings of the annual internal report. No items of concern raised by the internal auditor.
5. 25th June 2020 **Annual Governance & Accountability Return 2019/20** – The council approved the annual governance statement confirming there is a sound system of internal control, including arrangements for the preparation of the accounting statements. Cllr.Elms signed the AGAR on behalf of the council and as Chairman.
6. 25th June 2020 **Annual Governance & Accountability Return 2019/20** – The council certified that for the year ended 31 March 2020 the accounting statements in the Annual Governance & Accountability Return had been prepared on an income and expenditure basis, following guidance in Governance & Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and presented fairly the financial position of Great Maplestead Parish Council. Cllr.Elms signed the AGAR return on behalf of the council. The council's gross annual income and gross annual expenditure did not exceed £25,000 and the council met all other qualifying criteria,

the council completed a Certificate of Exemption from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015. All documents will be displayed on the council's website in accordance with the regulations.

7. 26th June 2020 – Decision to keep children's play area closed, despite recent relaxation in governments Covid 19 guidelines. Further clarification required and the council also need to consider possible impacts on St Giles school social distancing measures. Situation to be regularly reviewed.
8. 22nd July 2020 – Decision to re-open children's play area from 1st August 2020, following advice received from EALC training session and risk assessment conducted by Cllrs.Harris & Last. New signs to be erected reminding users of Covid 19 guidelines. Decision subject to review and dependent on changing government advice.
9. 27th July 2020 – Request approved for use of the village playing field by Halstead Walking Football, for training on Saturday mornings 10am-12Noon. Many participants are GM parishioners. Use required whilst Halstead Leisure Centre remains closed for such activities. Permission granted.
10. 27th July 2020 – New GMPC Traveller Policy created and adopted.

2. Financial Report

2.1. Current bank balances:-

Current account:	£28.44	Reserve account:	£7903.50
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2.2. Noting of sums received:-

NWB Interest Paid June to July 2020			15p
BACS Essex County Council		Grass Verges	£899.64
BACS Braintree District Council		Annual Street Cleaning	£815.01

2.3. Ratification of payments made:-

SO Mrs Ann Crisp – Salary			£1624.80
DD E-On – Quarterly Street Lighting			£28.30
OB Mr I Johnson – Reimbursement for new Padlock & Chain			£46.79
OB ROSPA – Annual Playground Inspection			£90.60
OB RCCE – Annual Subscription			£28.30
OB Letchwood – Annual Internal Audit			£125.00
OB Mrs D O'Connell – Donation for Bee Bombs, community project			£77.00
OB EALC – Webinar training, Playground Covid 19 – Mrs A Crisp			£48.00

Transfers

TF From Reserve Account to Current Account			£200.00
TF From Reserve Account to Current Account			£2000.00
TF From Reserve Account to Current Account			£200.00
TF From Reserve Account to Current Account			£100.00

3. Planning

3.1. Application Decisions

20/00206/FUL Orchard House Dynes Hall Road. Change of use from garden to equestrian ménage and addition of new stable blocks. Granted 3 4 2020

3.2. Applications Received

20/00129/TPO Hunterswood, Church Street. Notice of intent to carry out works to tree protected by TPO 6/88. Reduce cedar T2 by approx..3 metres in height. Tree has lost quite a few branches in recent winds & attention is needed as branches hang over neighbours driveway. Council response "no objections, no comments" Cllr.Elms declared Disclosable Pecuniary Interest.

20/00868/HH Hopgrounds, Church Street. Garage conversion with extension single storey rear extension & front elevation material change. Council response "No comment, no objections"

20/01016/HH St Marys, Toldish Hall Road. Construction of part ground/first floor & part first floor front extension, ground floor side extension, incorporating removal of existing pitched roof to from balcony projecting along existing side elevation. Infilling existing windows/formation of new window and door openings on existing side & rear elevations & infilling of existing garage door to facilitate conversion of garage. Council response "No comments, no objections."

4. Correspondence

Parishioner Correspondence –

1. Request for parishioner use of village playing field on Friday evenings in July, for socially distanced "pub nights". Permission granted subject to usual terms & conditions and with a reminder to respect all up to date government guidelines regarding Covid 19.

5. Items for the Next Agenda

- Wildflower planting at the Village Playing Field or other location
- VETS x2 scheme

6. Date of next meeting

Currently scheduled for 9th September 2020 – subject to national guidelines