**GREAT MAPLESTEAD PARISH COUNCIL**

**Parish Council Meeting held at the Village Hall on Wednesday 22nd February 2017**

**Present C**llr.D.Turner (Chairman).Cllr.I.Johnson. Cllr.S.Harris. Cllr.J.Newton. Cllr. P.Haylock

Cllr.M.Elms. Mrs.A.Crisp – Clerk. Members of the Public – 9.

**County & District Attendees:** Cty.Cllr.Finch

**MINUTES**

1. **Apologies and reasons for absence** Cllr.P.Maile work commitments.
2. **Minutes of previous meeting –**The minutes of the Parish Council meeting held on the 11th January 2017, were accepted as a true and accurate account of proceedings of the meeting. Proposed by Cllr.Johnson, seconded Cllr.Harris.
3. **Declarations of Interest** None.
4. **County and District Matters** *–* District. Cllr. J. O’Reilly-Cicconi extended his apologies. Cty.Cllr.Finch advised that a 3% Social Care Precept had been raised by ECC, but no other allowances had been made to help keep increases to Council Tax at a minimum. 3 new funding initiatives will be launched this year 1. An ECC Lottery, where funds generated will be directed to community initiatives and the voluntary sector. 2. CIF will operate an additional matched funding stream. 3. A new fund aimed at Community, Voluntary & Local Groups will be launched in September 2017.
5. **Officers Reports & Information Exchange –** *No business decisions may be made.*

**Cllr.Elms –Task Force** –Litter pick undertaken, quite a lot of rubbish gathered from verges. One fly tipping incident also reported. Thanks extended to Mary Elms for providing refreshments. **Highways** – The damaged manhole cover in Lucking Street, remains unrepaired. ECC due to repair but job has dropped from their schedule, now included again. Following the report at January meeting regarding the felled Lombardy Poplars in Church Street, further information has been received from ECC advising that land in question does belong to ECC Highways but they will not be looking to investigate/pursue. Matter was investigated by Parish Council following parishioner enquiries, but there will be no further action as it is not a Parish Council issue.

**Cllr.Harris** – **Website** – Information regarding lengthy roadworks on A12 & A120 has been updated on the website, details regarding badger protection, via Essex Police, have also been included & details of Royal Mail collection times in the parish. **Newsletter** – the next edition will be circulated week commencing 17th April. The Community Information leaflet will be distributed to each household, together with a covering letter, in the coming weeks. **Footpaths** – Have invited quote for footpath clearance work from Mortimer Contracts Ltd, alongside usual verge cutting.

**Cllr.Turner – Replacement Play Equipment–** Revised quotes for replacement spring rockers and associated play surface have now been obtained and will be submitted to BDC for approval for S106 monies.

**Cllr.Johnson –Neighbourhood Watch** Bogus callers purporting to be from utility companies are in operation in the area. Hare coursing has taken place locally, Police advise members of the public to report any sightings of this activity and not to approach anybody involved.

**Cllr.Newton – Village Playing Field** – Nothing to report.

**Cllr**.**Haylock** – Covered under Agenda item 10 Planning.

1. **Public question time** Members of the public were invited to ask questions.

Question: Please could the council explain the need for a barrier at the village playing field car park, what has changed?

Question: If a barrier is installed at the village playing field car park, who will have responsibility for locking/unlocking. How could this operate effectively?

Cllr.Turner advised that both questions would be considered and answered when discussing Agenda item 8.1.

1. **Progress Updates** – *Clerk provided an update on action points from 11th January Meeting*

A Local Plan newsletter has been released today by BDC providing the latest update on progress. The newsletter can be found on the BDC Planning website.

The Clerk advised that the Council’s application, via Cllr.Maile’s working party, to the British Heart Foundation for a Free Defibrillator, Cabinet and Training Material, had been successful. Equipment was in dispatch. Cllr.Newton confirmed that the defibrillator may be placed on the external wall of the village hall and if an electricity supply was required this would be paid for by the Village Hall Committee.

**8. Business Items**

8.1 **Consider barrier/ideas for addressing unwanted visitors to village playing field car park at night** – Cllr.Turner advised that a chain barrier and posts would be the cheapest option, but the Council’s insurers have advised that such a barrier is potential trip hazard. It is recommended that such a barrier should be “well lit”. Cllr.Turner proposed that no barrier should be installed and any incidents of anti-social behaviour should be reported to the police. Seconded Cllr.Newton Vote in Favour – Unanimous. Cllr.Johnson will work with Neighbourhood Watch to address any reportable incidents, Cllr.Elms will explore, via BDC, the possibility of having CCTV installed.

8.2 **Village of The Year Competition 2017 –** It was agreed an entry would be submitted by the Parish Council.

8.3 **Donation Request for Halstead Neighbourhood Watch** – Request to all Parish Council’s covered by Halstead NW, inviting donations of an unspecified amount. The Council’s previous resolution to not offer donations remains, no further action.

**9. Financial Report**

9.1 **Current bank balances:-**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Current account: | £136.77 |  | Reserve account: | £4207.49 |

9.2 **Noting of sums received:-**

|  |  |
| --- | --- |
| NWB Interest Paid Jan 2017 | 4p |
| BACS - Essex County Council, PROW Maintenance Expenses | 97.86 |

9.3 **Ratification of payments made:-**

None

**Payment(s) to be made requiring approval:-**

Cheque – Mr S Harris, PROW Maintenance Expenses April 2016 – Dec 2017 97.86

Proposed by Cllr.Turner, seconded by Cllr.Johnson

9.4 **Other Finance matters:-**

**Internet Banking** – Proposal to apply for internet banking for Parish Council accounts

**Petty Cash Allowance** – Proposal to implement a petty cash facility for small cash payments for administrative and maintenance work.

Both propositions will require an update to the council’s Financial Regulations, to accommodate new procedures. Revised regulations to be approved at March meeting to facilitate changes to financial practices.

**10. Planning**

10.1 **Application Decisions**

*16/01932/FUL Long Fen Church Street, Erection of Passivhaus dwelling. Declined 10/1/17.*

10.2 **Applications Received**

*17/00189/FUL St Mary’s Toldish Hall Road, Erection of part ground & first floor/part first floor extensions to front of existing building, including roof alterations to raise ridge height of existing roof.* Cllr.Haylock proposed the council respond with no comments or objections, noting that no comments had been received from parishioners to date. Seconded by Cllr.Turner.

**11. Correspondence – *For notification***

**Essex Air Ambulance** – Charity fundraising day Sunday 5th March, dog walk at Marks Hall.

**12. Content for E-newsletter** - To be agreed at March meeting

**13. Items for the Next Agenda**

Financial Regulations

**14. Date of next meeting**: **29th March 2017** **at 7.30pm**

Meeting closed 8.40pm **Signed ………TRUE COPY………………….** **Dated** 29th March 2017