

MINUTES

Great Maplestead Parish Council Meeting held on Wednesday 11th January 2023

Present. Cllr.M.Elms(Chairman).Cllr.S.Last.Cllr.I.Johnson.Cllr.J.Newton.Cllr.S.Harris.
Mrs.A.Crisp – Clerk. Members of the Public 1.

- 1. Apologies and reasons for absence** – Cllr.P.Maile & Cllr.P.Haylock
- 2. Minutes of previous meeting** – The minutes of the Parish Council meetings held on the 9th & 28th November 2022 were accepted as a true and accurate account of proceedings of the meeting. Proposed by Cllr.I.Johnson, seconded by Cllr.S.Harris. Vote in favour- Unanimous.
- 3. Declarations of Interest** – Cllr.J.Newton - Agenda Item 10.2.1 Foxes Crossing, Gestingthorpe Rd. Disclosable Pecuniary Interest. Did not participate in discussion or vote on motion.

Agenda item 8.8 was considered at this time, to allow St Giles PCC representative opportunity to leave meeting early, due to prior engagement.

- 4. County and District Matters** – *Apologies extended by County & District Cllr.P.Schwier*
District – Report pre-circulated and added to Officer Reports on the council website. Repairs to potholes in Toldish Hall Rd (near to St Mary's) have been chased again. Potholes in Dynes Hall Rd at Bennetts Farm have been repaired.
- 5. Officers Reports & Information Exchange** –
Cllr.Last – See Agenda Item 8.1
Cllr.Harris – See Officer Reports
Cllr.Johnson – Neighbourhood Watch – Reported car theft in Little Maplestead (vehicle recovered) and quadbike thefts from Chelmshoe Farm & a property in Bulmer. Parishioners advised to note details of any suspicious vehicles in the area.
Cllr.Newton- Nothing to report.
Cllr.Elms – Litter Picking/Fly Tipping – Members of Task Force will continue to be responsible for set areas. A number of fly tipping incidents have been reported over the past 2 months. **Highways** – Toldish Hall Rd repairs, still logged with ECC Highways for repair.
Noticeboard – New noticeboard to be installed to replace old board on grass verge outside St Giles church.

6. Public question time

None

- 7. Progress Updates** – The Clerk's report was pre-circulated.

8. Business Items

- 8.1 Village Playing Field Working Party** – The National Lottery have confirmed the council now has Permission to Proceed with the playing field project. Discussions have taken place with both National Lottery & Earth Wrights (EW) to understand process, works and payment schedules. The project has been split into 2 as the rubberised pathway surface cannot be laid in low temperatures. EW will produce a Statement of Works, payment schedule and timescale for the playground to commence as soon as possible. The pathway will be installed separately in the Spring.
- 8.2 Great Maplestead Cost of Living Crisis Working Party** – The Warm Haven at St Giles church is in regular use. Cllr.Elms will organise redistribution of the Warm Haven leaflet to every household as a reminder.
- 8.3 Kings Coronation Celebrations 2023** – The Clerk reported that a group of volunteers is organising events for the Coronation bank holiday weekend. Activities include – a village show to include free fizz & canapes and a subsidised bar. Parishioners will be invited to

volunteer their acts for the show. Other events will be afternoon tea & cake at St Giles church and possible games on the playing field. Additionally, there will be competitions for best decorated house/garden and a coronation cake "fit for a King". Should there be a national beacon lighting ceremony then GM will participate and slot this into the schedule of events. The council were invited to consider a financial contribution towards events. Cllr.Harris proposed that the council agree in principle to provide funds towards events, subject to a figure being agreed at the March meeting, seconded Cllr.Elms. Vote in favour- Unanimous.

8.4 Grass Verge Cutting 2023 – The council continue to be satisfied with the service provided by Mortimer Contracts and have a quote for 2023 cutting of £550+VAT per cut. Based on input received from Cllr.Maile consideration was given to a reduction in cutting of some areas, whilst not compromising road safety. Cllr.Elms proposed that all roads through the village received a full cut in Spring & Autumn but specific quiet lanes – 1.Lane from Dynes Hall Rd to Hosdens Farm 2.Devils Lane to Alderford Mill 3. Purls Hill from Dynes Hall Rd to Hulls Mill - were only cut in the Autumn, seconded Cllr.harris – Vote in favour-Unanimous

8.5 Budget 2023/24 & 8.6 Precept – The council considered proposals for a budget of £14470 for 2023/24.It was acknowledged that this will be an unusually expensive year for the parish with council elections, events for the Kings Coronation and the launch of the new children's play area and new pathway at the village playing field. Additionally, it is expected there will be some reduction to some of the regular grants received from County & District. The Band D Tax Base for 2023/24 is £179.17 Cllr.Harris proposed the council approve the budget at £14470 and set Precept at £11000.00, allowing for additional predicted income of £2230 leaves a deficit of £1240 which will be covered from Reserves. Seconded Cllr.Last – Vote in favour-Unanimous.

8.7 Emergency Plan – Cllr.Harris proposed the council submits its own Emergency Plan details, together with an appropriate revision to the BDC proposed Evacuation Routes (Alternative evacuation route via Devils Lane is unsafe, altered to Alderford St), seconded Cllr.Elms. Vote in favour- Unanimous.

8.8 Essex County Council Grant for Warm Spaces – The council heard that St Giles church electricity costs for Q4 2022 are £1k higher than Q4 2021, due to increased costs but also increased heating of warm space. ECC grant will help in covering the increased costs and ensure the Warm Haven can remain open. Cllr. Elms proposed the council approve the PCC request for matched funding of £400 towards a total grant request of £800.00 to help cover running costs, seconded Cllr.Johnson. Vote in favour-Unanimous.

8.9 Payroll/PAYE – The Clerk advised that the free software utilised over past 18 months (Shape Payroll) was not a perfect system and had not updated with new reporting requirements. This had resulted in a potential fine to the council of £300 which the Clerk had successfully defended but requested the council consider outsourcing the payroll administration to a Payroll expert. J&M Payroll Services were recommended by the Internal Auditor previously, and are used by neighbouring parishes. Cllr.Elms proposed the council appoint J&M Payroll Services, at a cost of £120pa +VAT, seconded Cllr.harris. Vote in favour- Unanimous.

8.10 Village Plant Displays – Cllr.Elms proposed the flower displays remain in place, and further proposed that Cllr.Maile heads a parishioner Working Party to manage said displays and return to the council for any future small funding requests as appropriate, seconded Cllr.Harris. Vote in favour-Unanimous

9.Financial Report

9.1 Current bank balances:-

Current account: £122.60 Fundraising account: £25206.84 Reserve account: £7673.38

9.2 Noting of sums received:-

NWB Interest Paid – Nov-Dec 2022	£37.59
BACS Private Donation to Village Playing Field	£20.00
BACS Private Donation to Village Playing Field	£3000.00
BACS Private Donation to Village Playing Field	£2000.00

BACS – HMRC VAT Refund £1850.00
Credit 000016 Private donation to Village Playing Field £110.00

9.3 Ratification of payments made:-

DD N-Power Street Lighting – November £13.42
DD N-Power Street Lighting - December £8.37
DD Information Commissioner – Annual Data Protection License £35.00
SO Mrs Ann Crisp – Clerks Quarterly Salary £1624.80
OB – EALC – Elections Briefing (Clerk training) £54.00
OB – Greenbarnes Ltd – Purchase of New Noticeboard £2039.67

9.4 Payments to be made:

None

9.5 Bank Transfers made:

Transfer from Business Reserve to Current Account £800.00
Transfer from Business Reserve to Current Account £1600.00
Transfer from Business Reserve to Fundraising Account (VAT Refund) £1539.86

10.Planning

10.1 Decisions

10.1.1 22/02924/HH 2 Toldish Hall Cottages, Toldish Hall Road – Erection of two storey rear elevation . Granted 9 12 2022

10.1.2 22/02780/T56 Land near to Little Lodge Farm, Church Road – Prior approval for the installation of a 25m high column with 3no.antenna and 2no.dishes. Installation of 4 equipment cabinets and associated ancillary development thereto. Prior approval not given as the siting of the proposed mast is unacceptable. 8 12 2022

10.2 New Applications

10.2.1 22/03436/FUL Foxes Crossing, Gestingthorpe Road – Proposed change of use from agricultural land to residential garden. Cllr.Elms proposed the council respond “No objection” and request a condition for no future Permitted Development Rights is added, seconded Cllr.Harris. Vote in favour-Unanimous

11. Correspondence – For notification

Open Spaces Action Plan – Annual review, no updates appropriate. All S106 money currently utilised.

12. Content for E-newsletter

Update on Village Playing Field; Update on Cost of Living Liaison Group; Budget & Precept

13. Items for the Next Agenda

Kings Coronation Celebrations

14. Date of next meeting:

Wednesday 15th March at 7.30pm

Meeting closed at 9.05pm

Signed.....TRUE COPY.....

Date: 15th March 2023