**MINUTES**

**GREAT MAPLESTEAD PARISH COUNCIL**

 **Parish Council Meeting held at the Village Hall on Wednesday 9th September 2020**

 **Present** Cllr.M.Elms (Chairman).Cllr.S.Harris.Cllr.P.Haylock.Cllr.I.Johnson.Cllr.J.Newton.

 Cllr.S.Last.Cllr.P.Maile. Mrs.A.Crisp – Clerk. Members of the Public – 5.

1. **Apologies and reasons for absence**–
2. **Adoption of Standing Order Amendments & Emergency Standing Orders**

a. For purposes of health & wellbeing during Covid 19 outbreak, in person meetings to be restricted to 1 hour duration. Proposed Cllr.Harris, seconded Cllr.Haylock. Carried.

b. Continued adoption of Emergency Standing Orders, adopted in April 2020, to allow continued council operation in periods of lockdown. Proposed Cllr.Maile, seconded Cllr.Newton. Carried. Cllr.Elms further proposed that the Clerk is appointed power to cancel any parish council meeting, without reference, should there be a concern relating to Covid 19. Seconded Cllr.Harris.

1. **Minutes of previous meeting –**The minutes of the Parish Council meeting held on the 11th March 2020; Decisions made Apr-May 2020; & Decisions made Jun-Jul 2020 were accepted as a true and accurate account of proceedings of the meeting. Proposed by Cllr.Johnson, seconded Cllr.Harris.
2. **Declarations of Interest**  - Cllr.Elms declared a Disclosable Pecuniary Interest Agenda Item 11.1 20/00129/TPO Hunterswood, Church Street.
3. **County and District Matters** *–* District Cllr. P.Schwier extended apologies due to a clash of meetings. Cty.Cllr.D.Finch provided a brief district summary:-

Covid 19 – outbreaks in Basildon, Epping & Braintree but figures are some of the lowest in the country. Outbreaks have been identified where social distancing has not been adhered to.

Local Government Reform – a national initiative to move to unitary councils to enable more localised decision making.

Green Agenda/Economy – ECC looking at new ways of working and investing. Larger towns within the county are having pavements widened and new/improved cycle paths installed. A number of redundant council buildings have been/will be converted to housing with the installation of environmentally friendly energy systems.

Planning White Paper Consultation – Cllr.Finch will send a summary to the parish council for information. All should be aware of the proposed changes.

*Cllr.Finch left the meeting at this time.*

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

**Cllr.Johnson** – **Neighbourhood Watch –** Trespasser reported in his garden Tuesday 8th September, mid-morning. Seen getting into a blue van.

**Cllr.Harris** – See Appendix 1 for report

**Cllr.Elms** – Requested all councillors to respond to e-mail requests from the Clerk within a 3 day timescale where possible.

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

Comment – Congratulations extended to the council for the speed of the improvements to security at the village playing field, following the trespass by travellers in June 2020. Written petition, signed by 17 parishioners, submitted requesting further security considered by way of height barrier at entrance to village playing field car park. Disappointed with council response, will consider and respond further in due course.

Comment – On the first day of the new school term children and parents were forced to queue a long way along Monks Lodge Rd to adhere with new school entry arrangements due to Covid 19. Problem appears to have been addressed but council should be aware.

Question. Why are parish council meetings not held remotely during current pandemic? Clerk explained that it is currently permissible for councils to hold meetings via video or audio facility but due to broadband difficulties the council had not pursued this option to date. Original sector guidance in April 2020, allowed councils to operate via e-mail to allow an audit trail to be retained of any decisions made. GMPC adopted Emergency Standing Orders to this effect and also produced minutes of decisions made which have been published.

1. **Progress Updates** – See Appendix 2.
2. **Business Items**

 9.1 **How To Enact Council Business Going Forward, During Covid 19**

 **Restrictions –** Cllr.Harris proposed the Clerk circulate details of council business

 items/consultations to parishioners on a fortnightly basis and invite comments by email to

 allow council to be aware of parish opinion. Approval would be required from EALC/NALC

 for this method of operation. Seconded Cllr.Last Carried

 9.2 **Website Accessibility Compliance –** Cllr.Harris proposed adoption of accessibility statement in accordance with ‘*Public Sector Bodies (Websites and Mobile Applications) Accessibility Regulations 2018*’, as confident council website complies with act. Seconded Cllr.Haylock. Vote in favour – Unanimous. Cllr.Elms further proposed the council delegate powers to Cllr.Harris to make necessary regulatory adjustments to the website as they arise, with notification to the council. Seconded Cllr.Haylock. Vote in favour – Unanimous.

 9.3 **Wildflower Planting –** Considered together with Agenda item 9.4. Cllr.Elms

 proposed that plans for wildflower planting are co-ordinated with the installation of the

 earth bund using the new structure as the main planting area. It is hoped this maybe a

 community initiative involving St Giles school. Cost of flower seed purchase to be covered

 by the council. Seconded Cllr.Last. Vote in favour – Unanimous.

 9.4 **Retrospective Approval of New Earth Bund at Village Playing Field** – Parish Council has already committed to install earth bund as an additional security measure, following police advice. Bund will be 2 feet high and 18 inches behind the newly installed vertical posts. There will be gaps to allow wheelchair/pram access to the field. Proposed y Cllr.Elms, seconded by Cllr.Johnson. Vote in favour- Unanimous.

 9.5 **Parking in Lower Church Street** – Cllr.Johnson raised safety concerns due to

 increased congestion particularly outside properties at Foxes Croft. Pedestrians are being

 forced further into the road to walk around vehicles; in addition cars parked at 90

 degrees to the road cannot be seen in foggy conditions. Cllr.Johnson to liaise with local

 police to address any illegal/dangerous parking

**10. Financial Report**

10.1 **Current bank balances:-**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  Current account: |   | £150.44 | Reserve account: | £7103.56 |

10.2 **Noting of sums received:-**

|  |  |
| --- | --- |
|  NWB Interest Paid August 2020 |  £6p |

10.3 **Ratification of payments made:-**

DD A & J Lighting Solutions – Annual Street Lighting Maintenance £78.00

OB Treetop Services Ltd – Reduction of oak tree at playing field car park £600.00

  **Transfers**

TF From Reserve Account to Current Account £800.00

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

10.4 **Other Financial**

Annual Audit – Certificate of Exemption registered by PKF Littlejohn

**11. Planning**

11.1 **Application Decisions**

*20/00206/FUL Orchard House, Dynes Hall Road. Change of use from garden to*

 *equestrian manage and addition of new stable blocks.* Granted 3 4 2020.

 *20/00659/PLD The Maples Toldish Hall Road.* *Certificate of lawfulness for a proposed use*

 *or development.* Granted 2 7 2020.

 *20/00129/TPO Hunterswood, Church Street.* *Notice of intent to carry out works to tree*

 *protected by TPO 6/88. Reduce cedar T2 by appr.3metres in height.* Refused 8 7 2020

 *20/00868/HH Hopgrounds, Church Street.* *Garage conversion with extension, single storey*

 *rear extension & front elevation material change*. Granted 27 7 2020.

**12. Correspondence – *For notification***

 **BDC Local Plan -** 6 week consultation of 47 Proposed Main Modifications to the Draft

 Section 1 Plan following Inspectors recommendations. Consultation open to 9th October 2020.

 **Parishioners Correspondence** – Request from Great Maplestead WI for use of village

 playing field for picnics on Thursdays during August. Approved.

 **Parishioner Correspondence –** Request from organisers of Wednesday coffee mornings to

 host coffee mornings on village playing field on a Wednesday morning during Summer/Early

 Autumn months. Approved.

 **Parishioner Correspondence –** Letter of petition from residents requesting the council

 consider installation of a height barrier at the entrance of the village playing field car park,

 as additional security measure. Council response sent advising the council will not be

 pursuing installation of a height barrier at present time, based on the additional restrictions

 such a facility places on every day use of the car park and security advice received from

 Essex Traveller Police Liaison Unit.

 **National Honours** – Application process open for nominations for national honours, with a

 particular focus on Covid 19 heroes. Full details may be obtained from the Clerk.

 **Enquiry to Use Village Playing Field Football Pitch for Local League Football Team**

 **Matches Sunday Mornings –** Request declined as football pitch intended for casual use, is

 not maintained and there are no facilities at the village playing field.

**13. Content for E-newsletter**

Recap on council decisions made; Road safety scheme update; footpath repairs; update on

 County Broadband; Donation to wild flower scheme – parish stone trail competition.

**14. Items for the Next Agenda**

 None

**15. Date of next meeting**:

 **18th November 2020 at 7.30pm –** *subject to review & government guidelines*

 *regarding Covid 19*

MEETING CLOSED 8.21pm

**Signed……………………………………….…………. Dated 18th November 2020**