**GREAT MAPLESTEAD PARISH COUNCIL**

**Parish Council Meeting held at the Village Hall on Wednesday 25th October 2017**

**Present** Cllr.D.Turner (Chairman). Cllr.S.Harris. Cllr.J.Newton. Cllr.M.Elms. Cllr.I.Johnson.Cllr.P.Haylock. Mrs.A.Crisp – Clerk. Members of the Public – 3.

**MINUTES**

1. **Apologies and reasons for absence** Cllr.P.Maile – holiday.
2. **Minutes of previous meeting –**The minutes of the Annual Parish Council meeting held on the 30th August 2017, were accepted as a true and accurate account of proceedings of the meeting. Proposed by Cllr.Newton, seconded Cllr.Harris.
3. **Declarations of Interest** None.
4. **County and District Matters** *–* Cty. Cllr. D.Finch provided details on 3 new funding opportunities recently launched by ECC. 1. Local Service Fund, managed via the EALC – a revenue fund allowing villages and communities to deliver a local service to make a difference. Grants available £10-£15k with an expectation of matched funding. 2. Essex Lottery – an opportunity to direct money to Essex charities and good causes. Tickets cost £1, with 60p from every £1 ticket sold going directly to the charity/cause. The first jackpot prize will be £25k. Local charities/causes are invited to register. 3.Essex Crowd – crowdfunding with up to £5k available which can be utilised across a broad range of areas. Projects are registered and support invited from the local community, if the proposed financial goal is not achieved donations will not be taken.

Questions were invited from Councillors and parishioners.

Thanks were extended to Cllr.Finch for his help with the introduction of the new village bus service, which has proved successful.

In response to a request from Cllr.Harris, Dist.Cllr.Finch committed to chasing for payment of invoices submitted to ECC relating to the Footpaths Partnership Agreement, in addition to a response to a P3 work proposal.

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

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

**Cllr.Turner** - No report.

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

**Cllr**.**Newton** – No report.

**Cllr.Johnson – Neighbourhood Watch** – Usual crime warning issued regarding thefts from handbags, pick pockets, garden sheds and unlocked cars.

**Cllr.Harris** – **Website** – Details of the ECC Mobile Library consultation have been added. The number of visitors to the website continues to increase with the average monthly use of the website in the 10 months to date – 335 unique visitors, 476 visits and 6500 pages viewed on an average of 2 minutes per view. A separate Community Information page will be added to house general and utilities information. The community and emergency information leaflets are to be added. **Newsletter –** The next edition of the Maplestead Magna Carta will be available for circulation during the week beginning 13th November. **Village Information Board** – Artwork has now been approved and the board is due for delivery in the next week. Installation will be to the left of the entrance of the car park, in line with the bottle banks. The village playing field information sign is on order and expected within the next 2 weeks, exact location will then be agreed. **Footpaths** – The second cut, in line with Footpaths agreement with ECC, took place at the end of September. A number of smaller ad-hoc clearance jobs have also been undertaken by the Task Force. Problems have been experienced with the ECC contact responsible for the Footpaths agreement and the payment of invoices.

**Cllr.Elms – Highways** – A draft report on the Lucking St drainage has now been produced by ECC for consideration on how the project may be funded either via ECC grants or Highways. An assessment on the condition of various road signs has been made and a number require repair. Investigated whether Essex Rangers could help, but it has proved difficult to access the service. Repairs will need to be managed locally. The 3 village triangles have been “adopted” by willing residents who will take responsibility for mowing of grass and tidiness. Thanks extended to Brian Chambers, Simon Last & Howard Davies. The broken manhole cover in Lucking Street has finally been repaired. **Task Force** – Autumn litter pick took place 2 weeks ago with a significant amount of rubbish “picked”. Thanks extended to Mary Elms for sorting the rubbish and providing refreshments. 1 incident of Fly Tipping in Alderford Street, has been reported since the last meeting.

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

None raised

1. **Progress Updates** – *Clerk provided an update on action points from 30th August Meeting*

Cllrs. Newton & Elms will carry out maintenance work on village playing field car park surface within next week to ensure surface layer remains level.

**8. Business Items**

8.1 & 8.2 **Open Spaces Action Plan & Play Equipment –** Cllr.Turner proposed that the new facilities added previously – storage container and adult fitness trail – were removed from the plan. In addition, the remaining S106 money should be allocated to replacement spring rockers and bench table. Seconded by Cllr.Johnson. It was further proposed that the plan should be updated to indicate that the village playing field was owned by the parish council.

8.3 **Repair to Village Notice Boards** – The wooden boards in Lucking Street & Church Street, both require repair or replacement. A number of village organisations have offered financial contributions but the cost of one replacement wooden board is in excess of £1600. Cllr.Turner proposed that the local repair option is explored first, with village organisations invited to contribute to new boards together with utilising one of the new funding sources from ECC. Seconded by Cllr.Harris.

8.4 **Village Information Board** – Covered under agenda item 5.

**9. Financial Report**

**9.1 Current bank balances:-**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  Current account: | £  | 25.04 | Reserve account: | £6125.78 |

**9.2 Noting of sums received:-**

|  |  |
| --- | --- |
|  NWB Interest Paid Aug & Sept 2017 BACS Braintree DC – Councillor Grant Scheme  BACS Braintree DC – Precept 2nd Instalment | 8p £750.00 £2254.00  |

**9.3 Ratification of payments made:-**

SO – Mrs A Crisp (Clerk) Salary Jun-Sep 2017 £1133.21

 On-Line Banking BACS – PKF Littlejohn LLP – Annual Audit £120.00

 On-Line Banking BACS – Mortimer Contracts Limited – Autumn Verge Cut £612.00

 On-Line Banking BACS – Mortimer Contracts Limited – Autumn Footpath Cut £168.00

DD – E-ON Quarterly Street Lighting £20.39

**Transfers**

From Reserve Account to Current Account £100.00

 From Reserve Account to Current Account £1100.00

 From Reserve Account to Current Account £850.00

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

 DD – A & J Lighting Solutions – New LED street light fittings £909.60

**9.4 Other Finance matters:-**

Annual Audit approved and signed off by external auditor.

**10. Planning**

**10.1** **Application Decisions**

 *17/01433/FUL St Marys Toldishall 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*. Application approved 28 9 17.

**10.2 Applications Received**

*17/00314/TPO St Giles School, Church Street – Removal of all dead wood from 1 oak and reduce by approx. 1 metre of selected branches overhanging neighbouring property .*No objections or comments were raised.

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

**Essex County Council Mobile Libraries Consultation –** Public consultation open from 19th September to 6th November 2017

**Royal British Legion Poppy Collection Saturday 28th October** – Door to door collections will be made by official representative

**12. Content for E-newsletter**

Bus timetable, ECC funds, Street Lights, Litter Pick & Village Triangles

**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**:  **10th January 2018 at 7.30pm**

 Meeting Closed 8.58pm **Signed ..TRUE COPY….** **Dated 29th November 2017**