**MINUTES**

**GREAT MAPLESTEAD PARISH COUNCIL**

 **Parish Council Meeting held at the Village Hall on Wednesday 2nd October 2019**

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

 Mrs.A.Crisp – Clerk. Members of the Public – 6.

1. **Apologies and reasons for absence**– Cllr.P.Maile. Cllr.S.Last
2. **Minutes of previous meeting –**The minutes of the Parish Council meeting held on the 28th August 2019, were accepted as a true and accurate account of proceedings of the meeting. Proposed by Cllr.Johnson, seconded Cllr.Haylock.
3. **Declarations of Interest**  - Agenda Item 10.2 Planning Application 19/01683/HH & 19/01684/LBC Walnut Tree Cottage, Church Street - Cllrs. Elms & Harris declared a Non-Pecuniary Interest as the applicant is known to them as a member of the village Task Force. Both remained in the meeting to debate and vote on the business item.
4. **County and District Matters** *–* Dist.Cllr.P.Schwier – **Horizon120** – BDC have approved an application from Gridserve to provide 24 ultra-fast vehicle charging points at the new business site. Consultation on Horizon120 currently open for comment (see agenda item 11). BDC are seeking to adopt a Local Development Order (LDO) to simplify the planning process and encourage businesses to the site.

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

 **Cllr.Haylock** – **Planning** – See Agenda item 10.

 **Cllr**.**Harris** – As per report. See Appendix 1.

 **Cllr.Newton –** No report

 **Cllr.Elms** – **Highways** – Clearance work on the vegetation by the pond on the corner of Monks Lodge Road will commence shortly, following permission being granted by the landowner. Work to be undertaken by the Task Force. Cllr.Newton will utilise farm machinery to assist with larger/tougher plants. A proposal has been sent to ECC, following guidance from Cty.Cllr.David Finch, to request a road safety review within the parish. Concerns raised regarding speeding cars particularly on narrow lanes and areas frequented by other road users.

 **Drainage** – Latest news suggests that work on Lucking Street may commence in the very near future.

 **Village Playing Field** – The replacement waste bin will be installed shortly, as the recent wet weather is beginning to soften the ground, which will make the work easier.

 **Task Force** – The next litter pick will be organised once the September verge cutting is complete.

 **Cllr.Johnson** – **Neighbourhood Watch** – Warnings received regarding the theft of cars via remote devices which can intercept signals from car keys inside the home. Recommendation for car owners to protect car keys by purchasing Faraday key pouches.

 **BDC Local Plan** - Attended a recent public meeting organised by the Green & Independent Group on Braintree Council regarding the Local Plan consultation on A120 garden communities.

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

 Question: *Cllr.Harris raised a question on behalf of a parishioner who was unable to attend the meeting.* Q. Following recent press coverage regarding the provision of free

 ATM’s in rural communities, is this something the Parish Council will consider? A.The council agreed to raise as an agenda item at the November meeting, Cllr.Harris will investigate what is involved.

 Question: Please could the council provide an update on the defibrillator? A. The Clerk advised that the council’s insurers had paid out following its claim to replace the stolen AED. A replacement machine has been ordered and the council is awaiting delivery. In addition the council has explored security options for the defibrillator cabinet and a new replacement door, complete with a keypad locking mechanism will be installed. The door has also been ordered. The council need to cover the cost of the replacement door and insurance excess (total £245.78) and this will be achieved by submitting an application to the BDC Councillor’s Community Grant Scheme. Dist.Cllr.Schwier has already indicated he would support the application. It is hoped all the new equipment will be in place shortly.

1. **Progress Updates** – *The Clerk provided an update on action points from 28th August 2019 Meeting.*

 Replacement defibrillator update – see Agenda item 6

 Meeting with St Giles School to discuss Village Playing Field & School Parking – Letters have been sent to parents again in recent weeks, as a reminder regarding parking in the village, and school staff have also placed notices on some vehicle windscreens. The Clerk will contact PC Wheeler to request police involvement in helping to enforce safe parking and improve road safety for all users around the school area. A new school/parish telephone cascade system will be organised between school premises staff and the Clerk & Chairman to cover holidays/weekends/evenings when attendance is required at the school premises to address issues such as alarms.

**8. Business Items**

8.1 **Village Emergency Telephone Service (VETS) –** Item carried forward from August meeting. Cllr. Haylock advised that he was finding it difficult to find sufficient volunteers to enable the application for a VETS service. Item carried forward to November meeting to allow further time. A decision will then be made on whether to proceed or not.

8.2 **Maintenance/Repair for Village Playing Field Playground Equipment** – Item carried forward from August meeting. The Clerk advised that the Village Hall Committee & St Giles PCC have offered donations to cover the cost of the previously approved Playdale repairs. Thank you letters to be sent.

8.3 **Essex County Council Speedwatch Campaign** – Cllr.Elms proposed that the council applies to participate in the ECC Speedwatch Campaign as part of its request for an overall road safety review. Seconded by Cllr.Harris, whilst noting that the scheme will be subject to recruiting volunteers and potentially will require funding. Vote in favour –

 Unanimous.

8.4 **Use of Village Playing Field by Halstead Runners –** Application to use the Village Playing Field car park as a drinks station for a small cross-country event on Sunday 6th October 10am-2pm. A table will be erected and manned by 2/3 volunteers. 2/3 vehicles may also be in attendance at the car park. The Clerk confirmed the applicant had completed the council’s standard proforma and the request was in accordance with the council’s terms of reference. The council confirmed approval to the request.

**NOTE:** The Chairman extended thanks to all Councillors for their commitment and work on parish matters.

**9. Financial Report**

9.1 **Current bank balances:-**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Current account: |   | £49.81 | Reserve account: | £8230.14 |

9.2 **Noting of sums received:-**

|  |  |
| --- | --- |
|  NWB Interest Paid August 2019BACS – Braintree District Council – Precept 2019/20, 2nd InstalmentBACS – Aviva Insurance – Claim for Replacement Defibrillator |  .95p£2902.00 £860.00 |

 **Ratification of payments made:-**

SO - Mrs A Crisp – Clerks Salary Jul-Sep 2019 £1270.10

  **Transfers**

 TF From Reserve Account to Current Account £100.00

 TF From Reserve Account to Current Account £50.00

 TF From Reserve Account to Current Account £1300.00

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

 BACS – British Heart Foundation – New AED Defibrillator £1135.00

 BACS – Wel Medical – New Keypad Lockable Door for Defibrillator Cabinet £180.00

 Payment approval proposed by Cllr.Johnson, seconded by Cllr.Harris. Vote in favour –

 Unanimous

9.4 **Other Financial**

 None

**10. Planning**

10.1 **Application Decisions**

 *APP/Z1510/W/19/3221214 Long Fen, Church Street. Appeal dismissed. Decision date*

 *16/9/19*

10.2 **Applications Received**

 *19/01683/HH & 19/01684/LBC Walnut Tree Cottage, Church Street. Retrospective application for the retention of 2 x garden sheds and erection of a replacement garden workshop following demolition of third shed*. Cllr.Haylock proposed the council respond “No comments, no objections. No parishioner objections/comments received to date”

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

 **Braintree District Council Consultation Horizon 120 Local Development Order** –

 Consultation open 12th September – 5pm, 24th October

 **Parishioner Correspondence Received Raising Concerns Regarding Lack of Safe Access to Hedingham School Bus Service** - The council advised that as this was a service provided by ECC the matter should be referred to Cty.Cllr.David Finch.

**12. Content for E-newsletter**

 VETS; Road Safety; School Contact Out of Hours; Road Sweeping; Foundation Award

 Presentation; Litter Pick; Lucking Street Drainage

**13. Items for the Next Agenda**

 VETS

 Free ATMs

**14. Date of next meeting**: **Parish Council Meeting 27th November 2019** **at 7.30pm**

 MEETING CLOSED 8.40pm

**Signed…………TRUE COPY………………… Dated 27th November 2019**

**APPENDIX 1 – OFFICER REPORTS**

**Cllr.Harris**

**Communications**

1. **Website**
* **Report:**
* **EssexInfo.net**, which is the platform we (and most other Town & Parish Councils, schools and community groups across the county) use for our website, is **closing on 31st March 2020**.
* Since **EssexInfo.net** was an **Essex CC initiative** to encourage wider use of websites by Councils and community groups for better communication, one which was also supported by the **EALC,** an announcement about alternative arrangements was awaited from them – this was promised for their **AGM**.
* However, at the joint **EALC/ECC AGM** and **Conference** on 19th September it was stated that **EALC** were not in a position yet to make any announcement, beyond saying that a list of companies for Councils to contact would be available by the end of September – no such list has so far been received.
* In the meantime, and as previously reported, I have been in touch with the Clerk of Sturmer Parish Council, who is an IT Consultant and has now launched **EssexParish.net** as a platform specifically for PC websites. Further information about his proposal can be found [**here**](http://simplewebsolutionsuk.essexparish.net/index.php/prices/).
* The published cost of his service is **£48/month** **(£576/year)** but I have contacted him to see what other costs are likely to be involved in order to replicate what we currently have and am awaiting a reply.
* I have also asked **VCS Websites**, a company who initially contacted Ann, for details and costings of their **PC website proposal**, details of which can be found [**here**](https://www.parish-council.uk/). The question is whether our requirements fit within their **‘Standard’** package [a one-off set-up fee of **£210**/hosting **£200/year**] or whether we will need a (more expensive) custom version.
* I am awaiting a reply from **VCS** too. In the meantime, further information about their offer/service is attached to the same e-mail as this.
* It appears that, whatever we decide, we will need actively to budget for our internet presence in future years…
* **Action Plan:**
	+ To find out potential costs/implications of the necessary changes and formulate a proposal for the Council to consider.
1. **Mobile Phone Reception Provision/Improvement**
* **Report:**
* **Great Maplestead PC** is represented on the Mobile Phone Masts joint working group, along with **Pebmarsh** and **Little Maplestead PC**s
* Subsequent to a meeting at the proposed Pebmarsh site in August, **Cllr David Finch** has now spoken with the telecommunications agents Galliford Try and has asked, and is awaiting, costing and other information from them.
* The matter was again discussed at the **Pebmarsh Council meeting** last week, a report on which is currently awaited.
1. **E-newsletter (Maplestead Magna Carta)**
* **Action Plan:**
* **Issue 29** is scheduled for publication on **w/c 14th October 2019** (tbc).
* Editorial content for this issue is suggested to include:
	+ Road Safety Review/corner clearance
	+ Lucking St drainage project (?)
* Foundation Award + presentation
* Road Sweeping notification
* Litter Pick/new play area bin
* Any District/County news (?)
	+ Planning updates (inc Long Fen)
	+ Forthcoming events

**Footpaths**

* **Report:**
* The part of **FP11** over Link Hills, which was impassable due to overgrowth, has recently been cleared by a parishioner from Little Maplestead, in the mistaken belief that it was part of their footpath network!
* Whilst good news for walkers, this is actually a section of path that Mortimers is contracted to cut as part of the SLA agreement that we have with **Essex CC,** so the need for any rectification by Mortimers during the autumn cut, to be done at their expense, has unfortunately been nullified…
* Some of the footpaths across fields which have recently been ploughed are currently awaiting re-instatement – that will probably not now be until after tilling/sowing has been completed.
* Included in the **Road Safety Review** recently requested from **Essex County Council** was a map showing where footpaths within the parish either cross, or have entries/exits on, local roads subject only to the National Speed Limit (60mph) and therefore where advisory ‘*Pedestrians in Road*’ signs might be considered.
* **Action Plan:**
* Interim assessment and maintenance will continue to be carried out on an *ad hoc* basis to monitor path conditions/rectify problems.