



## **LITTLE MAPLESTEAD PARISH COUNCIL**

Mrs Claire Waters, Parish Clerk, 25 Bayley Street, Castle Heddingham, Essex CO9 3DG  
Tel: 07845 056597 littlemaplesteadparishclerk@gmail.com

### **MINUTES OF THE COUNCIL MEETING HELD ON 19<sup>th</sup> JANUARY 2016 AT 7.30 P.M. ST JOHN THE BAPTIST CHURCH LITTLE MAPLESTEAD**

**Present:** Cllr Cooper, Cllr Darkins, Cllr Smith  
District Cllr O'Reilly-Cicconi

**In the Chair:** Cllr Darkins

**Clerk:** Claire Waters

**Also Present:** None

#### **1. APOLOGIES**

Apologies for absence were received from Cllr Grocott. The resignation of Cllr Wright, who has moved away from the parish, was accepted with regret and with thanks for his hard work.

Apologies for absence were also received from Cllr O'Reilly-Cicconi.

#### **2. MINUTES OF THE PREVIOUS MEETING**

The minutes of 9<sup>th</sup> November 2015 were approved as a correct record of events.

**Proposed:** Cllr Cooper      **Seconded:** Cllr Smith      Signed by the Chairman

#### **3. DECLARATIONS OF INTEREST**

None

#### **4. BDC report:**

Cllr O'Reilly-Cicconi reported by email that the Braintree District Council tax will be increased this year by 1.9%

#### **5. PUBLIC FORUM**

None.

#### **6. PROGRESS CHECK**

- New dog fouling notices have been obtained for the Playing Field. An additional dog waste bin has been installed by BDC, so there is now a dog waste bin at both Playing Field entrances. If residents observe dog walkers allowing their dogs to foul at the Playing Field, they are encouraged to report incidents to Braintree District Council dog warden, Mark Carlo.
- An additional dog waste bin is due to be installed by BDC at the layby on Sudbury Road near the junction with School Road.

#### **7. HIGHWAYS**

**7.1** Some pot holes on School Road have been filled, with others marked out for future work.

**7.2** The hedge at Sudbury Road between School Road and Forge Cottages was at last cut by Highways at the end of 2015 following repeated requests since Spring 2015 about a section which had been missed.

#### **8. OTHER REPORTS**

**Police/PCSO:** None.

**ECC report:** None

## 9. PLANNING

### *Applications received:*

**15/01364/FUL & 15/01365/LBC** Demolition of barn and pig sties. Replacement of pig sties with building to form garaging and workshop, reconstruction of barn to form ancillary domestic annex and erection of new pool house building and excavation of swimming pool.

Gallants Farm Collins Road CO9 2SG

*Application withdrawn*

**15/01518/FUL & 15/01519/LBC** Proposed re-roofing of main farmhouse to include insulation and re-rendering of front and rear elevations to replace cement render with lime based mix.

Gallants Farm Collins Road CO9 2SG

*No objections*

**15/01585/FUL** Proposed sub-division of existing detached single dwelling into two semi detached dwellings

Attadale Gestingthorpe Road CO9 2SJ

*Neither support nor object*

**15/01595/FUL** Erection of two storey rear and side extensions

7 School Road CO9 2RY

*No objections*

### *Applications determined:*

**15/00244/DAC** Application for approval of details reserved by condition nos. 3 and 4 of approved application 15/00481/FUL & 15/00482/LBC

Gallants Farm Collins Road CO9 2SG

*Application permitted*

**15/01452/PLD** Application for a proposed lawful development certificate - erection of replacement single storey rear extension and porch

Ash Cottage Cock Road CO9 2SH

*Application permitted*

**15/01561/AGR** Application for prior notification for an agricultural building - erection of portal frame agricultural workshop building

Maplestead Hall Church Road CO9 2SL

*Permission not required*

## 10. FINANCE

The monthly accounts were approved and cheques signed

**Proposed:** Cllr Darkins

**Seconded:** Cllr Cooper

### *Payments since 9<sup>th</sup> November*

AF & NM Nott Verge Cutting

£720.00

### *Receipts since 9<sup>th</sup> November*

None

*Current account balance at 9<sup>th</sup> November:*

£3,903.33

### 10.1 Review of Grass Cutting contract for 2016 – 2017

**Resolved:** To accept Mortimers' prices for the coming 12 months, but due to pressure on budgets to ask that the Churchyard left every 3<sup>rd</sup> time, unless there are special events at the Church.

**Proposed:** Cllr Darkins

**Seconded:** Cllr Cooper

Agreed unanimously

**Action:** Clerk to inform Mortimers and request that Cllr Cooper is informed by text of each cut so he can track costs against budget.

### 10.2 Consideration and approval of budget 2016 – 2017

**Resolved:** To accept the budget and plan for the continued annual reduction in the BDC Localism Fund since 2013 - this is planned to be phased out completely in 2019 -2020

**Proposed:** Cllr Darkins

**Seconded:** Cllr Cooper

Agreed unanimously

### 10.3 Consideration and approval of precept claim for 2016 – 2017

**Resolved:** To increase the precept claim by 3% for 2016 – 2017. This represents an increase in the parish rate on a Band D property of 3%, from £23.24 to £23.95 per year and amounts to an increased Parish Council income of £82 in the coming year.

**Proposed:** Cllr Darkins

**Seconded:** Cllr Cooper

Agreed unanimously

#### **10.4 Decision on option to join the Sector Led Body Audit arrangements from 2016**

The clerk reported from a training briefing on the new Transparency Code which applies to Parish Councils from July 2015, but which has only recently been finalised. All parishes must comply with the Transparency Code which replaces external audits by the Audit Commission and replaces them with “armchair auditing” by parishioners. Monthly and annual information must be made available on the parish website for parishioners to access. In the event of a complaint, the Sector Led Body Audit arrangements will supply an independent auditor at a cost of £100 for 2016 - 2017. If not opted into the Sector Led Body Audit arrangements, a parish council will have to source its own audit panel to appoint an external auditor, which would be much more time-consuming and expensive. Funding is available for small councils (turnover under £25,000) to finance the process of complying with the code, e.g. internet access, computer, website, training, clerk time. Councillors supported the clerk’s proposal to submit a claim by the deadline of 15<sup>th</sup> February 2016.

**Resolved:** To remain opted in to the Sector Led Body Audit arrangements from 2016

**Proposed:** Cllr Darkins

**Seconded:** Cllr Cooper

Agreed unanimously

#### **11. 90<sup>th</sup> BIRTHDAY OF QUEEN ELIZABETH II**

Consideration of options for village celebrations of the Queen’s 90<sup>th</sup> birthday in April 2016

**Action:** Cllr Darkins will look into using the existing beacon which was used at the Jubilee.

**Action:** The clerk will contact the clerk at Great Maplestead to discuss a joint event.

#### **12. LANDSCAPING, PATH AND HIGHWAYS IMPROVEMENT AT PLAYING FIELD**

**12.1** Progress report on LHP Scheme request for footpath at roadside Oak Rd/Gestingthorpe Rd. The Highways Liaison Officer reports that they are awaiting boundary checks before the request can be submitted. .

**12.2** Cllr Cooper will chase up quotes for the playing field path

#### **13. CORRESPONDENCE TO NOTE**

**ECC:** Notification of dates for Transport meetings – February 2016

**ECC:** Second newsletter update on plans for greater devolution for Essex County

**Mid Essex Clinical Commissioning Group:** Current edition of “Engage” magazine

**ECDP:** Essex organisation offering support for disabled people to enhance wellbeing, call 01245 392300 or email wellbeingofficer@ecdp.co.uk ecdp.org.uk

**EALC:** December Legal update from New Parish Support Officer, Amanda Brown.

**BDC:** Latest update on the BDC Local Plan for development over the next 15 years.

**Essex County Fire and Rescue Service:** publicity for the Parish Safety Volunteer scheme, aiming to recruit 2 volunteers per parish to support the police and fire service.

**Arqiva:** Update on Mobile Infrastructure Project due to end March 2016. They are unable to progress any MIP mast sites for 4G in Braintree district within the project timeframe.

#### **14. AGENDA ITEMS FOR NEXT MEETING**

- Possible use of Great Maplestead Village Hall for Parish Council meetings
- Review of clerk hours per week
- Village Litter Pick date 2016

#### **16. DATE OF NEXT MEETINGS:**

Ordinary Parish Council

**Monday 14<sup>th</sup> March 2016**

The meeting closed at 8.40pm

SIGNED (CHAIRMAN)

DATE

### Decision Log for Little Maplestead Parish Council

<b>Date</b>	<b>Decision</b>	<b>Interest declared</b>	<b>Proposed</b>	<b>Seconded</b>	<b>Resolved</b>
19 Jan. 15	Co-opting of Mr P Grocott as new Councillor until May 2015 elections	None	Cllr Wright	Cllr Cooper	Unanimous
19 Jan. 15	To close the charity and transfer funds to a more accessible account. These funds to be ring-fenced for Playing Field development or other village projects identified by residents.	None	Cllr Piper	Cllr Cooper	Unanimous
19 Jan. 15	The 2015-2016 budget was approved.	None	Cllr Piper	Cllr Wright	Unanimous
19 Jan. 15	The precept claim from BDC was approved and signed by the chairman and clerk. This represents a 0% increase in the parish precept	None	Cllr Piper	Cllr Wright	Unanimous
23 Mar 2015	To accept the lowest quotation from Richard Spence for replacement of the playground chain link fence	Cllr Cooper	Cllr Wright	Cllr Grocott	Unanimous
11 May 2015	Cllr Darkins was elected as Chairman	None	Cllr Cooper	Cllr Grocott	Unanimous
11 May	Cllr Cooper was elected as Vice-Chairman	None	Cllr Wright	Cllr Grocott	Unanimous
11 May 2015	To move Parish Council current and deposit accounts to Unity Trust Bank	None	Cllr Wright	Cllr Grocott	Unanimous
11 May 2015	To proceed with Aviva insurance quote through Came & Co as it offers best value for money	None	Cllr Cooper	Cllr Wright	Unanimous
11 May 2015	To finance the cost of the bouncy castle at village fete	None	Cllr Grocott	Cllr Wright	Unanimous
13 Jul 2015	Write to thank the children who have submitted designs and ideas for additional equipment, and investigate grant funding for playing field development	None	Cllr Wright	Cllr Cooper	Unanimous
19 <sup>th</sup> Jan 2016	To accept Mortimers' grass cutting prices for the coming 12 months, but due to pressure on budgets to ask that the Churchyard left every 3rd time, unless there are special events at the Church.	None	Cllr Darkins	Cllr Cooper	Unanimous
19 <sup>th</sup> Jan 2016	To increase the precept claim by 3% for 2016 – 2017. This represents an increase in the parish rate on a Band D property of 3%, from £23.24 to £23.95 per year and amounts to an increased Parish Council income of £82 in the coming year.	None	Cllr Darkins	Cllr Cooper	Unanimous
19 <sup>th</sup> Jan 2016	To remain opted in to the Sector Led Body Audit arrangements from 2016	None	Cllr Darkins	Cllr Cooper	Unanimous