



## LITTLE MAPLESTEAD PARISH COUNCIL

### MINUTES OF THE MEETING of Little Maplestead Parish Council Meeting held on Tuesday 15<sup>th</sup> March 2022 at 7.00pm at School Farm Cottage.

**Present:** Cllr Alton, Cllr Crudgington, Cllr Holloway, Cllr Piper, Cllr Went,  
**In the Chair:** Cllr Piper  
**Clerk:** Mrs Ann Harris  
**Members of the Public:** Jan Stobart RCCE

1. **Apologies and reasons for absence:** None
2. **Minutes of the previous meeting:** The Minutes of the Parish Council Meeting held on Tuesday 18<sup>th</sup> January 2022 were agreed as a true and accurate account of proceedings.  
**Proposed:** Cllr Crudgington      **Seconded:** Cllr Went      **Vote:** Unanimous
3. **Declarations of Interest:** None.
4. **County Matters:** C/Cllr Schwier did not report to or attend the meeting due to illness.
5. **District Matters:** D/Cllr Schweir did not report to or attend the meeting due to illness.
6. **RCCE:** Chairman Cllr Piper introduced Jan Stobart, the RCCE Engagement Officer to the meeting to explain and discuss the process for assessing local housing needs and the "call for sites". She explained that the Parish Council would take the lead in this process and that there are various financial support and advice packages available to assist in this. She will email to the Clerk various links explaining the process. Jan then left the meeting.
7. **Councillors' (initials indicated) Reports:**
  - 7.1 **Information Board:** **HW** Cllr Went is once again in contact with Sara Hayes, who is commissioned to produce this for the Council. Cllr Went will follow up regularly with the aim of achieving delivery by the time of the next Parish Council meeting on 17<sup>th</sup> May.
  - 7.2 **Highways and Footpaths:** **GH** The Chairman again stated that he wanted to see the development of a map of the footpaths in Little Maplestead in order to establish ownership of the land and therefore the responsibility for upkeep. He asked that Cllrs Holloway, Alton and Went should meet to consider this and report back to the next LMPC Council meeting.
  - 7.3 **A131/Collins Road junction:** **GH** As requested by the Chairman the Clerk wrote to the Head of Essex Highways regarding the Council's concern about this on 11<sup>th</sup> March.
  - 7.4 **Sudbury Road Land:** **DA** Cllr Alton has received a quotation from Oswick's to cover obtaining pre-planning approval from BDC to develop the site. He proposed that the Council should fund this process up to a maximum cost of £800 plus VAT.  
**Proposed:** Cllr Alton      **Seconded:** Cllr Holloway      **Votes:** 4 in favour 1 against      **Motion** passed
  - 7.5 **Broadband:** The Clerk will report to the next Council meeting on the developments/ progress by County Broadband and Gigaclear.
  - 7.6 **Parish Notice Board and Jubilee Information Board:** It was agreed that both boards would be located in the village playing field by the end of May and that the Councillors would meet at the playing field at 6.40pm on 17<sup>th</sup> May to agree precisely where.

## 8. Clerk's Report:

**8.1 Rialtus Business Solutions Parish Accounts Software:** The Councillors agreed to acquire rights to this software accounting package as outlined in email distributed by the Clerk at a cost for 2022/23 of £422.75 plus VAT

**Proposed:** Cllr Went                      **Seconded:** Cllr Holloway                      **Vote:** Unanimous

**8.2 Amended Budget for 2022/23:** As per the Clerk's e-mail, this was approved at £9212.03

**Proposed:** Cllr Piper                      **Seconded:** Cllr Crudgington                      **Vote:** Unanimous

**8.3 Policies and Procedure Review:** Councillors discussed and acknowledged the review as outlined in the email distributed by the Clerk dated 7<sup>th</sup> March 2022 to be confirmed at the Annual Parish Council Meeting to be held on Tuesday 17<sup>th</sup> May 2022.

**8.4 Appointment of Internal Auditor:** Councillors unanimously agreed the appointment of Heelis and Lodge as the Little Maplestead Parish Council Internal Auditor at a fee of £90.00

**Proposed:** Cllr Piper                      **Seconded:** Cllr Crudgington                      **Vote:** Unanimous

## 9. Planning:

**9.1 APPLICATION NO:** 22/00359/HH & 2200325 VAR: Council to respond to BDC by 15<sup>th</sup> March 2022

DESCRIPTION: Replacement of existing roof with increase in height to create first-floor habitable accommodation, new roof to conservatory, addition of front porch and addition of external insulation to walls.

LOCATION: Brambles, Collins Road, Little Maplestead, Essex CO9 2SG

**9.2 APPLICATION NO:** 22/00358/FUL: Council to respond to BDC by 23<sup>rd</sup> March 2022

DESCRIPTION: Erection of agricultural building to house vintage machinery and implements.

LOCATION: Deans Hall Cottage, Oak Road, Little Maplestead, Essex CO9 2RT

**9.3 APPLICATION NO:** 22/00475/REM: Council to respond to BDC by 29<sup>th</sup> March 2022

DESCRIPTION: Application for the approval of reserved matters (in respect of layout, scale, appearance and landscaping) pursuant to outline planning permission 20/01793/OUT granted 01.12.2021 (Allowed on appeal) for outline application with all matters reserved except access for erection of detached dwelling.

LOCATION: Land South Of Saxbys, Gestingthorpe Road, Little Maplestead, Essex

The Clerk has advised BDC that the Council has no objection to any of the above-mentioned applications.

## 10. Financial Report:

**10.1 Bank Balance:** As at 7<sup>th</sup> March 2022 the balance of LMPC funds held at Lloyds Bank, following the Receipts and Payments noted below was **£9,892.71**

**10.2 Payments since 11<sup>th</sup> January 2022**

9<sup>th</sup> February: £1,217.71

4<sup>th</sup> March: £49.82

4<sup>th</sup> March: £84.00

**10.3 Receipts since 14<sup>th</sup> September 2021:**

Nil

## 11. Dates of Parish Council Meetings Scheduled for 2022:

17<sup>th</sup> May (this will be for the two Annual meetings)

19<sup>th</sup> July

20<sup>th</sup> September

15<sup>th</sup> November

The Clerk, Mrs Ann Harris  
The Forge, Lucking Street, Great Maplestead, Essex CO9 2RE  
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12. **Items for next Meeting Agenda:** LGA 1972 Section 12 10(2) (b) states that all Council business must be specified on the Meeting Agenda and therefore Councillors cannot lawfully raise any other matters for decision.

The following item will be on the Agenda for discussion at the next Parish Council meeting:

**Maplesteads Footpath/Information Pamphlet:** Cllrs Piper, Crudgington and Went will meet to discuss this in more detail once the costs have been advised by Great Maplestead Parish Council.

13. **Date of Next Meeting:** Tuesday 17<sup>th</sup> May 2022 At The Round Church

The Annual Parish Meeting will commence at 7.00pm to be followed by the Annual Parish Council Meeting

SIGNED: .....

DATE: .....

**CHAIRMAN: BILL PIPER**