



LITTLE MAPLESTEAD PARISH COUNCIL

MINUTES OF THE 2022 ANNUAL PARISH COUNCIL MEETING of Little Maplestead Parish Council held on Tuesday 17TH May 2022 at 7.30pm at The Round Church.

Present: Cllr Alton, Cllr Crudginton, Cllr Holloway, Cllr Piper, Cllr Went,
In the Chair: For items 1 and 2 Cllr Holloway; thereafter Cllr Piper
Clerk: Mrs Ann Harris

1. **Election of Chairman:** Cllr Piper was proposed by Cllr Crudginton and seconded by Cllr Went and was re-elected unanimously.
2. **Election of Vice-Chairman:** Cllr Crudginton was proposed by Cllr Piper and seconded by Cllr Holloway and was re-elected unanimously.
3. **Apologies and reasons for absence:** None
4. **Minutes of the previous meeting** - Councillors agreed that minutes of the Parish Council meeting held on Tuesday 15th March 2022 as a true and accurate account of the proceedings of the meeting.
Proposed: Cllr Piper **Seconded:** Cllr Crudginton **Vote:** Passed unanimously
5. **Declarations of Interest:** None
6. **County and District Matters:** Cllr Schwier as District and County Councillor reported to the Annual Parish Meeting held just prior to this meeting and minuted accordingly.
7. **Policies and Procedures**
Confirmation by Councillors of the undermentioned Policies and Procedures for the 2022/23 period of office (available for review on the LMPC Web site)
 - Standing Orders
 - Financial Regulations
 - Complaints Procedure
 - Publication Policy
 - Risk Assessment
 - Code of Conduct
 - Unauthorised Encampment PolicyA draft Policy statement covering General Data Protection Regulations (GDPR) will be issued shortly for approval by Councillors at the next Parish Council meeting.
8. **Confirmation of Councillors' Responsibilities:** To be updated and reissued for discussion and confirmation at the next Parish Council meeting
9. **Councillors' (initials indicated) Reports:**
 - 9.1 **Information Board and Panel:** **HW** All proceeding as required to enable unveiling during the Jubilee celebrations.
 - 9.2 **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.

- 9.3 **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 11th March; no reply has yet been received.
- 9.4 **Sudbury Road Land: DA** Cllr Alton has now received a formal quotation from Oswick's to cover submission to BDC for pre-planning approval to develop the site; the fee quoted is £826.10 plus VAT (£991.32 total) and Cllr Crudgington asked if there would be any further fees payable to Oswicks and/or BDC to cover obtaining a letter from BDC indicating their view. Cllr Alton to advise on this at the next Parish Council meeting. Oswicks are now waiting to hold a meeting on this matter with Cllr Alton which can take place once their formal documentation has been signed. The Clerk asked for views from the Council on this documentation.
- 9.5 **Broadband:** County Broadband and Gigaclear work continues and there are no significant developments to report at this time.
- 9.6 **Risk Assessment Review:** Having undertaken a visual review of the Playing Field Cllr Crudgington had nothing to report at this time and would now wait until the formal review by the LMPC appointed Playground Inspector takes place later in the Summer.
- 10. Clerk's Report:**
- 10.1 **Reserves:** The allocation of reserves advised to the Council by e-mail dated 13th May will be updated at the next Parish Council meeting to cover the some extra costs including those relation to the Jubilee celebrations.
- 10.2 **Council Insurance:** The Clerk reported on her review of the market and recommended continuing with the current brokers, formerly Came and Co, now renamed Gallagher, who will change the insurers to Hiscox. This was the lowest of three quotes obtained. The arrangement would be for three years and the brokers waived a £50 admin fee in order to retain this business. The premium is £378.45 (£14.62 higher than last year's and budget). Payment of the premium for the year commencing June 2022 was approved.
Proposed: Cllr Piper **Seconded:** Cllr Alton **Vote:** Passed Unanimously
- 10.3 **Continuing Arrangements with Council Contractors:**
- MD Landscapes: Grass Cutting
 - ECC/Jonathan Doe: Verge Cutting
 - Agreement with BDC: Street Cleaning
 - David Bracey: Playground Inspection
- Proposed:** Cllr Crudgington **Seconded:** Cllr Holloway **Vote:** Passed Unanimously
- 11. Financial Report:**
- 11.1 Opening Balance: 1st April 2022: £8,482
- 11.2 Bank Balance as at 2nd April 2022: 10,747.02
- 11.3 Payments: 11th April: EALC Membership £88.53
 11th April: £156 MD Landscapes (Grass Cutting)
 11th April: £507.3 Rialtas (Accounts software)
- 11.4 Receipts: 28th April: £2,964 50% Annual 2022/3 Precept from BDC
- 12. Planning:**
- 12.1 APPLICATION NO: 22/00900/FUL
DESCRIPTION: Proposed agricultural store
LOCATION: Land adj. to Bramble Barn, Gestingthorpe Road, Little Maplestead
Essex CO9 2SJ
(UPDATE: This application was refused by BDC on 26th May 2022)

13. Dates of Parish Council Meetings Scheduled for 2022:

- 14th June
- 19th July
- 20th September
- 15th November

14. 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.

Date of Next Meeting: Tuesday 19th July 2022 at 7pm at School Farm Cottage

SIGNED:

DATE:

CHAIRMAN: BILL PIPER