



LITTLE MAPLESTEAD PARISH COUNCIL

Mrs Claire Waters, Parish Clerk, 25 Bayley Street, Castle Hedingham, Essex CO9 3DG
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MINUTES OF THE COUNCIL MEETING HELD ON 12th JULY 2016 AT 7.30 P.M. AT GREAT MAPLESTEAD VILLAGE HALL

Present: Cllr Cooper, Cllr Grocott, Cllr Smith
In the Chair: Cllr Cooper
Clerk: Claire Waters
Also Present: One parishioner

1. APOLOGIES

Apologies for absence were received from Cllr Darkins for absence and Cllr Smith for late arrival due to work commitments.

2. MINUTES OF THE PREVIOUS MEETING

The minutes of 9th May 2016 were approved as a correct record of events.

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

3. DECLARATIONS OF INTEREST

None

4. REPORTS

4.1 BDC report: The draft BDC Local Plan is now open for full public consultation until 19th August 2016. The draft Local Plan can be viewed at BDC offices, or at www.braintree.gov.uk/DraftLP. None of the sites submitted in Little Maplestead have been included in the plan.

Cllr O’Rielly-Ciccone supplied information on the BDC Business Growth Fund, and Essex Community Foundation charitable trusts. He updated Councillors on the new Councillors Community Grants which replace MiCommunity funding, giving District Councillors £1500 per year to distribute among the Parishes they represent. Parish Councils are generally not eligible for this funding, however there may be a possible exception for Little Maplestead Playing Field

ACTION: Cllr O-Reilly-Ciccone will forward full details of the application process to the clerk

4.2 ECC report: None. Apologies were received from Cllr David Finch.

4.3 Other reports: A police reassurance message was forwarded by the District Neighbourhood Watch, explaining that while police may not be visible on the streets they are successfully tackling burglaries in the district. Residents are reminded to remain vigilant about locking homes, sheds and garages.

5. PUBLIC FORUM

A parishioner reported footpath problems on the eastern side of Sudbury Road, where vegetation is overgrown and a footbridge and stile are unsafe. She has been contacting the ECC Public Rights of Way officer but since he is the only officer for the whole of Essex and Suffolk progress has been slow.

ACTION: The clerk will write to the leaseholder of the land to request clearance of the footpath

ACTION: The resident will supply the reference number of the report so the clerk can chase PROW

ACTION: A faulty ditch/drain near Gages will reported to ECC Highways

6. PROGRESS CHECK

Nothing to report

7. HIGHWAYS

The clerk reported problems with the ECC Highways Report It tool, which may be caused by incompatibility with Windows 10.

7.1 Flooding and drainage problems at School Road have been reported to ECC Highways, who responded to say they did not meet their criteria for repair.

8. PLANNING

Applications received:

None

Applications determined:

16/00114/FUL Erection of 1 no. detached dwelling

Land Between Coppice And Maplestead Court, Sudbury Rd

Application Refused

16/00392/OUT Application for outline planning permission with some matters reserved - Erection of dwelling (revised application following withdrawal of previous application 15/00951/OUT)

Land East Of Aster Cottage Collins Road CO9 2SG

Application Refused

16/00463/FUL Change of use of agricultural land to burial land as an extension to current church yard

St John The Baptist Church CO9 2SL

Application Permitted

16/00684/FUL Erection of first floor rear extension

1 Forge Cottages Sudbury Road CO9 2RS

Application Permitted

16/00673/FUL & 16/00674/LBC Revise approved application for detached outbuilding (15/00309/FUL and 15/00310/LBC) by raising roof height by 750mm

Leppingwells Farm School Road CO9 2RY

Application Permitted

16/00747/FUL Erection of double garage and pool house building for ancillary domestic use

Farm Buildings At Gallants Farm Collins Road

Application Permitted

Cllr Smith arrived

9. FINANCE

The monthly accounts were approved and cheques signed

Proposed: Cllr Grocott

Seconded: Cllr Cooper

Payments since 9th May

27-May	300060	Little Maplestead PCC	£100.00
12-Jul	300061	R Humphries Internal Audit -	£50.00
12-Jul	300062	Playsafety Ltd Inspection -	£92.40
12-Jul	300063	M D Landscapes Grass Cutting May	£300.00
12-Jul	300064	M D Landscapes Grass Cutting June	£468.00

Receipts since 9th May

01-Jun	BDC Street Cleaning Grant	£750.74
04-Jun	Unity Trust Interest	£0.86

9.1 Following the closure of the Village Hall Charity, the Charities Commission are still asking for accounts. The clerk has raised a query with the Charities Commission and is awaiting a response.

9.2 The clerk reported requests for further information from the External Auditor, PFK Littlejohn, concerning the Annual Return. These requests are being dealt with.

10. LITTLE MAPLESTEAD PLAYING FIELD

A resident reported deadly nightshade growing at the playing field. Cllr Cooper has inspected and asked the grass cutting contractor to spray and cut back the area and attend to the boundary hedge.

Neighbouring residents are welcome to clear any vegetation which is growing onto their own property from the playing field.

The gates onto School Road continue to be left open, causing a safety hazard for children especially on bicycles.

RESOLVED: To purchase clamps and padlocks to ensure gate remains closed except for maintenance.

Proposed: Cllr Grocott **Seconded:** Cllr Smith Agreed unanimously

Action: Clerk to chase up Highways over the request for a new footpath at Oak Rd/Gestingthorpe Rd.

Action: Clerk to seek funding for other improvements including the new path and gate when the funding rounds open in September.

Item 11 was held "in camera".

11. COUNCILLOR VACANCY

Following notification that Mr Josh Gray was unable to take up the vacant Councillor position due to personal commitments, the other two applicants were considered for the vacancy

RESOLVED: To offer the vacant Councillor position to Mrs Geraldine Holloway

Proposed: Cllr Grocott **Seconded:** Cllr Cooper Agreed unanimously

12. CORRESPONDENCE TO NOTE

BDC Local Plan: Public consultation now open on the the draft Local Plan from Monday 27th June until 19th August 2016. Full details are in the latest Contact Magazine which is being distributed to all the households in the district. Further information can also be found at www.braintree.gov.uk/DraftLP . The plan determines development sites for the next 15 years.

ECC Highways: Salt Bag Partnership 2016/17 Season - now launched. Cllr Grocott still holds supplies from last year's delivery.

Action for Family Carers - support available in our parish for unpaid family carers who are looking after a family member or friend. Details at <http://www.affc.org.uk/>

13. AGENDA ITEMS FOR NEXT MEETING

Little Maplestead Playing Field improvements

14. MEETING DATES 2016

Ordinary Parish Council	Tuesday 13th September	Great Maplestead Village Hall
Ordinary Parish Council	Tuesday 8th November	Great Maplestead Village Hall
Ordinary Parish Council	Tuesday 10th January	Great Maplestead Village Hall
Ordinary Parish Council	Tuesday 14th March	Great Maplestead Village Hall

The meeting closed at 9.20pm

SIGNED (CHAIRMAN)

DATE

Decision Log for Little Maplestead Parish Council

Date	Decision	Interest declared	Proposed	Seconded	Resolved
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 th 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. NB this decision was reversed and the contract awarded to MD Landscapes 14.3.16	None	Cllr Darkins	Cllr Cooper	Unanimous
19 th 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 th Jan 2016	To remain opted in to the Sector Led Body Audit arrangements from 2016	None	Cllr Darkins	Cllr Cooper	Unanimous
14 th Mar 2016	To send a letter of support to Braintree Planning in the application for change of use of the new area of the Churchyard., asking for the application to be dealt with as a matter of urgency	None	Cllr Cooper	Cllr Darkins	Unanimous
14 th Mar 2016	To join with Great Maplestead Parish Council celebrations of the Queen's 90 th Birthday in June and to make a donation of up to £100 towards the cost of events, if appropriate	None	Cllr Darkins	Cllr Cooper	Unanimous
14 th Mar 2016	Consideration of quotes for new path at playing field to new gate Resolved: To accept the quote from A.W.E Motors & Plant hire for £1780.00 + VAT	None	Cooper	Grocott	Unanimous
14 th Mar 2016	To move regular meeting day to the second Tuesday in the month and hold Parish Council meetings at Great Maplestead Village Hall from July 2016 The Annual Parish Meeting on 9th May 2016 will be held in the Round Church.	None	Cllr Grocott	Cllr Cooper	Unanimous
14 th Mar 2016	Three written applications for the Councillor vacancy were considered. Resolved: To accept the application of Mr Josh Gray	None	Cllr Cooper	Cllr Darkins	Unanimous
14 th Mar 2016	Decision on clerk hours to be paid for 2016 financial year. To pay the clerk an additional £9.00 per month for use of home as office.	None	Cllr Darkins	Cllr Cooper	Unanimous
12 th July 2016	The Playing Field gates onto School Road continue to be left open, causing a safety hazard for children especially on bicycles. RESOLVED: To purchase clamps and padlocks to ensure gate remains closed except for maintenance.	None	Cllr Grocott	Cllr Smith	Unanimous
12 th July 2016	Following notification that Mr Josh Gray was unable to take up the vacant Councillor position due to personal commitments, the other two applicants were considered for the vacancy Resolved: To offer the vacant Councillor position to Mrs Geraldine Holloway	None	Cllr Grocott	Cllr Cooper	Unanimous

