



LITTLE MAPLESTEAD PARISH COUNCIL

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

MINUTES OF THE COUNCIL MEETING HELD ON 14th MARCH 2016 AT 7.30 P.M. ST JOHN THE BAPTIST CHURCH LITTLE MAPLESTEAD

Present: Cllr Cooper, Cllr Darkins, Cllr Grocott
In the Chair: Cllr Darkins
Clerk: Claire Waters
Also Present: Revd Gay Ellis and one parishioner

1. APOLOGIES

Apologies for absence were received from Cllr Smith due to work commitments.

2. MINUTES OF THE PREVIOUS MEETING

The minutes of 19th January 2016 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: Apologies for absence were received from Cllr O'Reilly-Cicconi.

5. PUBLIC FORUM

Revd Gay Ellis explained the circumstances to the Parish Council and asked for support in the application for change of use of the new area of the Churchyard.

RESOLVED To send a letter of support to Braintree Planning, asking for the application to be dealt with as a matter of urgency

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

A parishioner expressed their thanks to the Parish Council for successfully getting Essex Highways to install reflector posts along the Sudbury Road. The issue of overgrown footpaths in was also raised.

6. PROGRESS CHECK

At item 10.1 of the January 19th meeting, it was resolved to renew the grass cutting contract with Mortimers for another 12 months. Following correspondence with Mortimers, other quotes were obtained and an alternative grass cutting contractor, MD Landscapes, has been retained for 2016.

Action: Clerk to contact the church to identify area to compost cuttings.

7. HIGHWAYS

Various road repairs have now been completed in the parish. No additional problems to report.

8. OTHER REPORTS

Police/PCSO: None.

ECC report: None

9. PLANNING

Applications received:

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 *Outside development boundary*

16/00114/FUL Erection of 1 no. detached dwelling.
Land Between Coppice And Maplestead Court Sudbury Road *Outside development boundary*

16/00181/FUL Erection of new garage, new access and driveway
Mosses Farm Cock Road CO9 2SH *No objections*

Applications determined:

16/00107/PLD Application for a Lawful Development Certificate for a Proposed Development - Erection of single storey rear extension and alterations to existing conservatory including provision of a tiled roof and alterations to fenestration
Hawthorn House Cock Road CO9 2SH *Application Permitted*

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 *Application Permitted*

15/00951/OUT Erection of dwelling
Land East Of Aster Cottage Collins Road CO9 2SG *Application Withdrawn*

15/01585/FUL Proposed sub-division of existing detached single dwelling into two semi detached dwellings
Attadale Gestingthorpe Road CO9 2SJ *Pending Decision*

15/01595/FUL Erection of two storey rear and side extensions
7 School Road Little Maplestead Essex CO9 2RY *Application Permitted*

10. FINANCE

The monthly accounts were approved and cheques signed

Proposed: Cllr Darkins **Seconded:** Cllr Cooper

Payments since 16th January

Clerk Expenses - Postage	£3.62
Clerk Pay 6.10.15 - 5.4.16	£512.44
HMRC Tax/NI 6.4.15 - 5.10.15	£128.00

Receipts since 16th January

HMRC VAT reclaim	£1,374.60
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Current account balance at 16th January 9th: £4,557.93

10.1 Review of Little Maplestead Village Hall account. Decision on closure of account and transfer of funds to Unity Trust Tailored Deposit account for ring-fenced fund. A new signatory list was signed for the Unity Trust bank accounts and the Blackrock Investment accounts.

10.2 Consideration of donation to joint celebration with Great Maplestead of Queens 90th Birthday
Resolved: To join with Great Maplestead Parish Council celebrations in June and to make a donation of up to £100 towards the cost of events, if appropriate

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

Action: Cllr Darkins will contact the Little Maplestead representative on the Village Hall Committee to liaise over the celebration, and give her the clerk's contact details.

11. LANDSCAPING, PATH AND HIGHWAYS IMPROVEMENT AT PLAYING FIELD

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

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

Action: Clerk to investigate grant funding opportunities

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

12. MEETING VENUE

Consideration of option to move regular meeting day to Tuesdays and hold normal Parish Council meetings at Great Maplestead Village Hall.

Resolved: 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

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

Action: Clerk to book Great Maplestead Village Hall for July, September, November and March meetings. The Annual Parish Meeting on 9th May 2016 will be held in the Round Church.

13. CORRESPONDENCE TO NOTE

BDC: Meeting dates for the year 2016 – 2017

Action: Clerk to forward a copy of the meetings calendar to all Councillors

Items 14 and 15 to were held "in camera".

14. COUNCILLOR VACANCY

Three written applications for the vacant position were considered.

Resolved: To accept the application of Mr Josh Gray

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

Action: During discussion it was informally agreed for Cllr Grocott to take over the role of Footpath Warden. This decision will be ratified at the Annual Parish Council meeting in May.

15. CONSIDERATION OF CLERK HOURS *Clerk left the meeting for Item 15.*

Decision on clerk hours to be paid for 2016 financial year.

Resolved: To pay the clerk an additional £9.00 per month for use of home as office.

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

Action: Councillors asked the clerk to monitor additional hours worked and report back to the Council.

16. AGENDA ITEMS FOR NEXT MEETING

Election of Chairman and representatives.

17. MEETING DATES 2016

Annual Parish Meeting to be held at the Round Church Little Maplestead:

Annual Parish Council 7.30pm, Annual Parish Meeting 8.00pm **Monday 9th May**

Ordinary Parish Council **Tuesday 12th July** Great Maplestead Village Hall

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 9.30pm

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