



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 20th SEPTEMBER 2016 AT 7.30 P.M. AT GREAT MAPLESTEAD VILLAGE HALL

Present: Cllr Cooper, Cllr Grocott, Cllr Holloway
In the Chair: Cllr Cooper
Clerk: Claire Waters
Also Present: District Cllr O'Reilly-Cicccone (to item 5)

1. APOLOGIES

Apologies for absence were received from Cllr Darkins and Cllr Smith for absence.

2. MINUTES OF THE PREVIOUS MEETING

The minutes of 12th July 2016 were approved as a correct record of events.

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

3. DECLARATIONS OF INTEREST

None

4. REPORTS

4.1 BDC report: The Little Maplestead entry in the 2016 BDC Open Spaces Action Plan has been updated incorrectly. The corrected 2017 version is apparently in use at BDC but a copy has not yet been made available to the clerk or to Cllr O'Reilly-Cicccone. The BDC Local Plan has been held up and is not likely to be finally approved by the Planning Inspectorate until 2018. Financial savings still need to be made at BDC, some of this will be achieved by cuts in spending and some by increasing income, for example by developing sites owned by BDC.

ACTION: Cllr O'Reilly-Cicccone and the clerk will continue to chase BDC for a correct copy of the Open Spaces Action Plan

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

4.3 Other reports: None

5. PUBLIC FORUM

None

6. PROGRESS CHECK

Nothing to report

7. HIGHWAYS

7.1 The LHP Scheme request for a footpath from the Playing Field along Gestingthorpe Road continues to be rejected by Highways. Cllr Cooper has contacted Cllr David Finch who has agreed to visit to see the safety issues.

7.2 The vegetation at the Old Travellers site has still not been cut, making the footpath impassable.

ACTION: Clerk to chase this up with Highways

7.3 The Public Rights of Way officer has still not inspected the damaged footbridge at Footpath 14. The landowner has been contacted to ask that clearance work is undertaken along the footpath.

7.4 Drainage work near Forge Cottages is scheduled but has not yet been completed.

8. PLANNING

8.1 BDC Local Plan: Additional site at Sudbury Road submitted to Local Plan during consultation period. *Strongly object, outside development boundary and would mean loss of light industry*

Applications received:

16/00114/FUL Erection of 1 no. detached dwelling
Land Between Coppice And Maplestead Court, Sudbury Rd *Refused, Appeal in progress*

16/01304/FUL Proposed hard surfacing to former farmyard in association with app 16/00747/FUL
Farm Buildings At Gallants Farm Collins Road *No objections*

Applications determined:

16/01296/FUL Retention of garden outbuilding
Little Acre Cock Road CO9 2SH *Application GRANTED*

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

16/01253/LBC Proposed controlled total demolition of part collapsed barn
Farm Buildings At Gallants Farm Collins Road *Application GRANTED*

16/01245/FUL Altering the position of the new driveway previously approved under application 16/00181/FUL
Mosses Farm Cock Road CO9 2SH *Application GRANTED*

9. FINANCE

The monthly accounts were approved and payments agreed to be authorised by two Councillors

Proposed: Cllr Grocott **Seconded:** Cllr Cooper

Payments since 12th July

02-Aug	AF & NM Nott Verge Cutting	£720.00
02-Aug	Gt Maplestead Village Hall Queen's Birthday	£100.00
16-Aug	Phillips Engineering Gate locks Playing Field	£156.00
16-Aug	D B Security Padlocks Playing Field	£45.00
20-Sep	M D Landscapes Grass Cutting	£444.00
20-Sep	M D Landscapes Grass Cutting	£156.00

Receipts since 12th July

None

9.1 The Charities Commission has confirmed the closure of the Village Hall Charity.

9.2 Change of signatories on Blackrock Account. Agenda item for November meeting

9.3 Local Government Finance Settlement Technical Consultation. This proposes restrictions in the ability of Parish Councils to increase their precept by more than 2% without holding a referendum, which would be prohibitive for small parishes in the event they wished to undertake a large project. Councillors were forward details of how to respond to this consultation individually.

9.4 Transparency Code funding is now available for a second year, should small councils wish to apply.

10. LITTLE MAPLESTEAD PLAYING FIELD

10.1 Consideration of potential sources of funding and applications to be submitted
Funding of up to £20,000 is available from the Essex Community Infrastructure Fund, application deadline 30th September. £750 is available from the BDC Councillors Community Grant this year. Up to £5000 may be available from Tesco Bags of Help. Match funding is required for the CIF funding application, this can be represented by volunteer help for the improvement project as well as other funding sources.

10.2 Review of safety improvements completed and those still to be carried out
All safety improvements are working well. Path to new gate will be completed once funding is received.
New footpath along Gestingthorpe Road still to be approved by Highways (see item 7.1)

10.3 Review of maintenance and clearance work, including autumn hedge cutting and clearing
Hedge cutting and clearance has been carried out by the grass cutting contractor.

10.4 Consideration of improvements to play equipment and facilities
Four play equipment companies have been contacted, and three have visited the site to prepare quotes for repairs and improvements to equipment. Resident support for the project is essential and has been received from a number of parishioners and also sought from St Giles School. Suggestions were presented to Councillors, including more equipment for younger children (e.g. a roundabout and swing seat) and older children (e.g. climbing frame and zip wire). Safety surfaces were discussed, where possible grass safety matting or eco surfaces will be used as this is more cost-effective to install and maintain.

Action: The clerk will complete CIF application using the quotations supplied by 30th September.

Action: Councillors will consider who else in the parish might send an email to the clerk giving their support to the Playground improvements.

11. COMMUNITY EMERGENCY PLAN

A copy of the updated 2016 Community Emergency Plan was given to Councillors

RESOLVED: To agree the updated plan and submit to Braintree District Council

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

Action: All Councillors will review the plan over the coming year and make notes of improvement or additions necessary for the 2017 update.

12. TRANSPARENCY CODE AND PARISH COUNCIL WEBSITE

The requirements of the Transparency Code are being met, and it was agreed that no immediate improvements were required to the Parish Council website. This will continue to be reviewed.

13. CORRESPONDENCE TO NOTE

ECC Local Bus Network Review Consultation is proposing changing Little Maplestead bus services to DART (Demand Responsive). The consultation runs until **28 September 2016**. The questionnaire is available from ECC libraries, by phoning: 03457 430 430 or online at

<https://surveys.essexinsight.org.uk/BusConsultation> Contact passenger.transport@essex.gov.uk .

BDC Planning: Confirmation that s106 payments for Open Spaces Contribution now only apply to development of 10 houses or more.

EALC: Training Bulletin has been forwarded to Councillors

BDVSA: September newsletter has been forwarded to Councillors

Braintree Food Bank Harvest Appeal: Halstead Distribution Centre is open on Mondays 10am to 2pm at the St Andrews Centre, Parsonage Lane, Halstead. info@braintreearia.foodbank.org.uk

13. AGENDA ITEMS FOR NEXT MEETING

Review of Parish Council Representatives

Transparency Fund payment to clerk for work done so far to comply with the Transparency Code.

14. MEETING DATES 2016 - 2017

Ordinary Parish Council **Tuesday 8th November 2016** Great Maplestead Village Hall

Ordinary Parish Council **Tuesday 10th January 2017** Great Maplestead Village Hall

Ordinary Parish Council **Tuesday 14th March 2017** 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

