

Little Bardfield Parish Council



www.littlebardfieldparish.org.uk

Minutes of meeting

Tuesday 17th March 2020

Due to the outbreak of Covid19 the usual Parish Meeting was cancelled. Therefore, as guided by the Essex Association of Local Councils, Cllrs discussed the agenda items remotely.

1. Chairman's Welcome

Attending the remote meeting were' Cllr W Gardiner (Chairman), Cllr T Cutmore (Vice Chair); Cllr A Davies, Cllr C Simpson; Cllr C Beeson and Liz Williamson (Parish Clerk). There were no members of the public at the meeting, due to the meeting being held remotely.

- 1.1 Cllr Gardiner wanted it noted that the Parish Council wished to thank Cllr Terry Cutmore very much for his very diligent and comprehensive work on the Parish Council's accounts and the excellent Annual Report that he has prepared.

2. Apologies for Absence

Cllr Storah (District Council)
Cllr Walsh (Essex County Council)

3. Declarations of Interest

Cllr Gardiner declared an interest in Item 13 of the agenda relating to the River Pant Flooding and the dumping of waste.

4. Public Form

There were no public in attendance at this meeting

5. Minutes of Previous meeting held on 11 November 2019 (appendix A)

The minutes will be signed at the next non-remote meeting subject to amendments.

6. Matters arising from previous meeting and outstanding actions points (Appendix B)

All matters are covered under separate items within the agenda.

7. Finance

The seat has been repaired and an invoice for the works has been presented. The Accounts have been updated and were presented to Cllrs. No amendments or queries were raised. The accounts will be finalised within the next couple of weeks ready for the end of this financial year 2019/2020.

8. Planning

A log of all submitted planning applications and their current status was presented to members. Several planning applications remain undetermined and the log will be updated once a decision has been made.

- 7.1 Cllr Gardiner raised concern regarding works at Small Farm. It was questioned if the entrance gates and two brick plinth signs may be on Highways land. The erection of several outbuildings had been observed which may not benefit from planning permission or permitted development.

Action - Clerk to research approved planning applications for the property

8. District and County Councillor Report

A report from both the district and county councillor was circulated to members updating of issues within both the district and county.

9. Annual Report

All Cllrs wished to thank Cllr Cutmore for his draft annual report. It was decided that an amendment would be made to the covering letter advising as to where information could be located relating to Covid19. Information will be placed onto the three notice boards within the parish and the website will be updated. Cllr Cutmore will print and arrange for the annual report to be delivered to all parishioners.

10. Parish Bench

An invoice has been presented for the repair works. It was discussed and agreed that the bench should be gifted to the Cricket Club. The asset register would need to be updated accordingly.

Clerk to update asset register

11. Installation of Defibrillator

The defibrillator has been delivered and is currently at Moor Farm awaiting installation. The occupants of Rose Cottage have very kindly agreed to provide the power supply.

12. River Pant flooding and dumping of unlawful waste

Cllr Simpson has forwarded two emails from Enforcement at UDC providing an update. UDC, ECC are liaising with The Environment Agency. Since GigaClear have been carrying out works

within the vicinity it is possible that they too have been dumping road waste on this area of land. Photos have been taken and will be forwarded to the relevant authorities.

13. Update on GigaClear

Works have re-commenced. Cllr Gardiner raised an issue regarding only have one connection within the box for three houses. Connections to two of the building plots in Hawkspur Green also appear to have been missed. Hopefully this is a problem that can be rectified.

14. Re-nomination of Sarah Bernard Trustee

It was proposed that the nominative trustee would be Maddie Carter. No objections were raised for this proposal.

15. Any Other Business

15.1 Emergency Plan

A request was made that all Cllrs read a copy of the Emergency plan and identify any issued that required to be amended/updated. It was suggested that a list of vulnerable people should be compiled who are without close family support or who need assistance/support. Assistance has been offered from various people in the Parish. The Alms Houses Trustees are attending to the needs of Almshouses residents. Cllr Gardiner and Cllr Cutmore will liaise so an up-to-date list can be made.

16. Date and Time of Next Meeting

This will be dependent on the government advice provided regarding meetings. In the immediate future, this may be by internet communication.