

# Little Bardfield Parish Council



[www.littlebardfieldparish.org.uk](http://www.littlebardfieldparish.org.uk)

Meeting of the Parish Council

Tuesday 28<sup>th</sup> September

7.00pm

**This meeting was held remotely due to the fuel crisis**

## MINUTES OF MEETING

Present: Cllr Andrew Davies (Chair); Cllr Terry Cutmore (Vice Chair); Cllr Colin Simpson; Liz Williamson (Parish Clerk) Cllr Martin Foley (County Councillor) Cllr George Smith (District Councillor)

1.	<u>Apologies for Absence</u>	
	No apologies for absence were received	
1.1	<u>Chairs Welcome</u>	
	Cllr Davies welcomed the District and County Councillor to the meeting	
1.2	<u>Declarations of Interest</u>	
	Cllr Simpson and Cllr Cutmore stated a declaration of interest in the Almshouses	
2.	<u>Minutes of Last Meeting</u>	
	The minutes of the last meeting were agreed and signed as a true record by Cllr Davies.	
2.1	<u>Matters Arising</u>	
	<u>Minute 4.2</u> There has been no further updated regarding the waste site and Paul's Farm	
	<u>Minute 8</u> – The vehicle activated sign has been repaired and is not fully operational	
3.	<u>Public Forum</u>	
	There were no members of the public present	
4.	<u>Finances</u>	
4.1	<u>Update on Treasurers and Community Account Balances</u>	
	The Clerk had circulated an updated spreadsheet of the two accounts and all Members agreed that the balances of both spreadsheets reconciled with the bank accounts	
4.2	<u>Agreement of Payments from April – September 2021</u>	
	The Payments from both accounts were discussed and all payments were agreed – the spreadsheets reflect the incoming and outgoing payments. For future meetings, the Clerk will produce a list of outgoing payments which can be signed off by the Chair	<b>Clerk to produce lists of outgoing payments</b>
4.3	The Almshouses have requested financial assistance for repairs and maintenance costs. Cllr Cutmore has visited the Almshouses and seen the extent of the works needed to maintain the properties. £2000 was given as a donation last year to the Almshouses and it was unanimously agreed that a further £2000 would be given with a view to a further donation if required.	<b>Clerk to arrange payment</b>
5.	<u>District and County Councillor Report Cllr George Smith</u> – The monthly report has been placed on the website	

	<p>Solar Farms are looking for planning legislation to be amended so that at the end of the life of the solar farm the land should revert to the original use and not a brownfield site for building purposes.</p> <p>UDC Officers are in the process of assessing the 299 sites that have been put forward in relation to The Local Plan - Call for Sites. A document will be produced for Parish Councils to be checked for factual accuracy.</p> <p>The UDC Planning Department has undergone a review. A press release has been issued regarding the assessment. Cllr Smith was unable to provide an update at this time as he had not yet read the report. Cllr Smith suggested that there would be training to enable parish Councils to formulate a response to planning applications that linked to material considerations of a planning application.</p> <p><u>Cllr Martin Foley</u>- his report, with four information files attached, had been circulated to the Parish Councillors.</p> <p>Cllr Foley encourage members of the public and parishes to report drain covers which had been stolen as this was becoming an issue within the district and was proving very dangerous. It should be reported via the highways on-line report service and to Essex Police. Catalytic converters were also being stolen. On 17<sup>th</sup> October/21 – Saffron Walden were offering a service where catalytic converters could be identity marked.</p> <p>Cllr Foley will continue to provide Parishes with Covid updates until otherwise told to stop.</p> <p>Cllr Cutmore requested that ECC Highways kept the parish council informed of road closures in neighbouring parishes, i.e. Gt Bardfield and Thaxted which impacted on Little Bardfield. Cllr Foley said he will endeavour to make this happen and that if there are any urgent highway matters to contact him via email.</p>	
6.	<p><u>Update on Frenches Farm</u></p> <p>Currently the application remain undetermined. Several objections were submitted including an objection from the parish council.</p>	
7.	<p><u>New Equipment for Parish Clerk</u></p> <p>The existing laptop and printer is approximately 7 years old and therefore no longer fit for purpose. It was agreed that the Clerk required a new lap top, printer, wireless keyboard, mouse and Office 365 to fulfil the role as clerk. A budget of £700 for the laptop and £150 for the printer was agreed. The Clerk will liaise with Cllr Cutmore before making any purchases.</p>	<b>Cllr Cutmore/Clerk</b>
8.	<p><u>Planning Applications</u></p> <p>Cllr Simpson had been discussing an upcoming application with a local resident who lives adjacent to Frenches Farm – no comment can be made on the application until a formal application has been submitted and the proposal is currently at pre-application stage.</p>	
9.	<p><u>Any Other Business – Defibrillator sited at Rose Cottage.</u> The property has been sold and therefore the PC would need to liaise with the new owners of Rose Cottage for them to continue to supervise the LB defibrillator.</p>	<b>Cllr Davies</b>
9.1	<p><u>Local Council Meeting</u> – Cllr Davies attended the meeting and the minutes were circulated</p>	
9.2	<p>Cllr Cutmore suggested advertising the vacant parish council posts on the app ‘Next Door’ which is a community app for local residents</p>	<b>Cllr Cutmore</b>
9.3	<p>Cllr Smith reminded Parish Councillors that he had a grant of £2000 across the ward if there were any community projects that required funding.</p>	
10.	<p><u>Date and Time of Next Meeting</u></p> <p><u>Wednesday 1 December – 7pm</u></p>	