

Little Bardfield Parish Council



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Minutes of meeting, Monday 11th November 2019 - 7:30pm
Little Bardfield Cricket Pavilion

1. Chairman's Welcome and apologies for absence
Members Present :- Cllr W Gardiner (Chair); Cllr T Cutmore (Vice Chair); Cllr A Davies;
Cllr C Beeson; Cllr C Simpson; Liz Williamson (Clerk);
Public: Steve Deats; Tim Carter; Mrs Maddie Carter; Derek Whitty; Sarah Moss
2. Apologies for Absence
 - 2.1 Dist. Cllr Alan Storah; ECC Cllr S Walsh
3. Declarations of Interest
 - 3.1 Cllr Gardiner declared an interest in Item 13 on the Agenda which relates to illegal fly tipping.
4. Public Forum
 - 4.1 Mr Derek Whittey raised an issue that he had with the minutes of meeting held on 9th September. On item 3 of the minutes which related to the Public Forum, the minutes stated that "Mr Whittey was informed that that the issue has been raised with the relevant authorities and action was being sought" Mr Whittey requested the minutes are amended to read "Cllr Cutmore" and not "Mr Whittey" as recorded. **Clerk to amend minutes accordingly**
 - 4.2 Sarah Moss attended the meeting representing Essex Bridleways Association. Ms Moss spoke regarding Bridleway No.22 adjacent Mill House, Hawkspur Green which is overgrown and inaccessible. A request for the bridleway to be cleared has been logged with ECC.
Ms Moss requested that the Parish Council also log a request for the bridleway to be made accessible. **Clerk to log a request with ECC**
 - 4.3 Mr Carter asked the committee members if a defibrillator is to be purchased for the Parish as Mr Carter is due to attend a defibrillator course. The Parish Council are intending to purchase a defibrillator and Mr Carter was thanked for his interest in attending the training session.
 - 4.4 All Members of the public left the meeting at 7:40pm

5. Minutes of Previous meeting
- 5.1 Minutes of 9th September 2019 – agreed as a true record by both Cllr Cutmore and Cllr Gardiner subject to the amendment as per Mr Whittey’s request – Cllr Gardiner duly signed the minutes as an accurate record of the previous meeting.
- 5.2 Minutes of 15 October 2019 – signed as a true record by both Cllr Davies and Cllr Gardiner - Cllr Gardiner duly signed the minutes as an accurate record of the previous meeting.
6. Matters arising from previous meeting and Action Points
- 6.1 Action point 9 – District Cllr Storah has brought the issue of the floodlighting to the attention of UDC who have investigated and consider that there is no further action to be taken by the Enforcement Team.
- 6.2 Action Point 10 & 30 – replacement of trees at Hawkspur Green Solar Farm – this remains outstanding despite regular emails to chase progress. **Clerk to continue to monitor situation**
- 6.3 Action Point 11 – still ongoing - the investigation involves a multi-agency visit of the site. **Clerk to monitor the situation and update Members**
- 6.4 Action Point 24 – Purchasing of defibrillator – discussed during the meeting under Item 14.
- 6.5 Action Point 43 – Village Handyman – Cllr Gardiner has approached Chris Butcher who is agreeable to act as a “handyman” within the parish.
7. Update on Planning Applications
- 7.1 There are currently two applications within the parish which remain undetermined. These relate to the application at Styles and Land adj Hillside Cottage. The decision dates for both applications are imminent. **Clerk to update members of application decisions**
8. Update on Finances
- 8.1 ECC have honoured the money that was owed to the Parish Council in respect of a grant towards verge cutting. Six year’s worth of claims has been authorised by ECC and has now been paid into the treasurers account – LBCP treasurers account is currently £1825 in credit based on predicted expenses for the remainder of the financial year.
9. Setting of Precept
- 9.1 Cllr Cutmore presented to the meeting a precept model, which predicted the expenses of the Parish Council from the current day to 2025. If the Parish Council continue to request a precept of 4% as per previous years, the Parish Council’s financial position will be such, that the balance of the treasurers account would be insufficient to continue to support the Parish Council.
- 9.2 Based on the precept model, a discussion took place between Members. It was proposed that an increase of £250 would be required when completing the request for the annual precept. There are roughly 100 properties within the parish which would equate to £2.50 per property.

9.3 The motion for an increase of £250 was proposed by Cllr Gardiner and seconded by Cllr Davies – this was unanimously agreed. Cllr Cutmore was thanked for his hard work in producing the budget reports and for his work putting together the precept model. **Clerk to complete Precept form**

10. County Councillor Report

10.1 Although Cllr Walsh was unable to attend the meeting, the County Councillor had sent a report the Parish Council providing an update of County/district matters.

11. District Councillor Report

11.1 Cllr Storah had sent his apologies but had forwarded a report to the parish. He had requested that the Clerk raised two items of discussion with Members. He asked whether it would be beneficial to write a report for the Bardfield Times, given that he already produces a report for the Parishes in which he is Councillor? Secondly he requested confirmation that the PC were still proposing to purchase defibrillator as he was hoping to make a contribution towards the cost.

11.2 The Committee Members discussed the need for a report for the Bardfield Times and considered that it was unnecessary as a more detailed report was already provided by Cllr Storah and advertised on the website for anyone interested to view. The defibrillator is due to be purchased and the clerk was requested to send details of the cost to Cllr Storah for information. **Clerk to provide details of cost of defibrillator to Cllr Storah**

12. Donations and Affiliations

12.1 The Clerk had received a request from 'Home Start' for a donation. It was discussed and decided that due to the Community Grant whereby individuals/groups within the parish could request a donation, a donation would not be provided to Homestart.

12.2 A request had also been received from 'Stop Stansted' and also UALC for membership payments. It was decided not to enter into memberships with these organisations.

12.3 It was proposed that any future purchases or memberships or affiliations that benefit the Parish Council should be deducted from the treasurers account. Any donations should be deducted from the Community Account.

12.4 The motion was proposed by Cllr Cutmore and seconded by Cllr Beeson.

13. Illegal Flytipping

13.1 There was no further update in respect of the illegal flytipping. **Clerk to chase for an update**

14. Defibrillator

14.1 The Clerk provided an update on the cost of purchasing a defibrillator. It was agreed that the cost seemed satisfactory and that the clerk should arrange purchase and delivery.

14.2 Cllr Gardiner to seek confirmation from the occupiers of Rose Cottage that they are still willing to provide an electricity source for the heated cabinet required to store the defibrillator. **Cllr Gardiner to confirm electricity source**

15. Replacement of trees at Hawkspur Green Solar Farm

15.1 The clerk has received an email from Lightsource stating that they are finalising a tree planting programme and will forward the completed documents to the parish council once it is complete. **Clerk to chase for an agreed tree planting programme**

16. Floodlighting

16.1 No further action has been taken in respect to the floodlighting.

17. Update on Broadband

17.1 A new contractor is being employed following the termination of the agreement with the previous contractor. Cllr Beeson is due to attend a Superfast Essex event at the end of November, which may provide some further information as to when the works will be completed.

18. Neighbourhood dispute – The Styles

18.1 The Parish Council have informed residents that this is not a matter that can be dealt with at Parish level and that residents should involve the district council or if necessary, Essex Police.

19. Equipment for Clerk

19.1 A review of the equipment being used by the clerk has been undertaken. It was decided that the current laptop and printer is suitable for her needs but if this were to alter in the future, the clerk should inform Councillors. **Clerk to provide an update**

20. Other Matters

20.1 Cllr Cutmore will continue to report potholes to ECC Highways. There is currently a large pothole in need of repair at Bell Lane. This has been reported.

21. Date of Next Meeting: Tuesday 17th March, commencing at 7:30 at the Cricket Pavilion.