

# ABBESS, BEAUCHAMP & BERNERS RODING PARISH COUNCIL

## MINUTES

of the Parish Council Meeting held on Wednesday 6<sup>th</sup> October 2021  
at 8.00pm at the Room in the Rodings.

Present

Councillors     B Stratton (Chairman)  
                      A Parmenter (Vice-Chairman)  
                      D Mapes  
                      C Markey  
                      I Milligan  
                      T Osborn (co-opted)

R Balcombe District Cllr EFDC (High Ongar, Willingale and The Rodings)

Parish Clerk     Karen Weare

No members of the public

### **80/21 Chairman's Welcome**

Cllr Stratton welcomed those present.

### **81/21 Apologies for absence**

Cllr Mrs Lawrance (illness)

### **82/21 Approval of Minutes**

Cllrs resolved to agree the minutes of the meeting October 6th 2021 as a correct record. Cllr Stratton signed for the records.

### **83/21 Co-option**

Cllrs resolved to co-opt Tamsin Osborn to fill the vacancy and welcomed her to the Parish Council. Cllr Osborn signed and Clerk countersigned Declaration of Acceptance of Office.

### **84/21 Declarations of interest in Agenda Items**

None

### **85/21 Public Representation**

None.

### **86/21 Clerk's Report**

See other headings.

### **87/21 Standing Orders and Financial Standing Orders 2021**

1. Cllrs resolved to adopt the revised standing orders.
2. Cllrs resolved to adopt the revised financial standing orders incorporating the changes.  
Clerk to put on website.

### **88/21 Highways**

Anchor Lane fly tipping continued to be a problem. Cllr Mclvor has not received a reply from ECC on the siting of signs and/or cameras on County Council land. Cllr Balcombe will research this. Clerk to contact local business who had offered system for further advice.

### **89/21 Defibrillator**

Cllr Markey reported that he has completed the cosmetic work. Cllr Stratton replaced light bulbs and carried out inspection. He will set up a record of inspections. Clerk has registered with The Circuit.

### **90/21 Heritage Finger Posts**

1. Cllr Stratton reported wood now delivered and contractor will finish Two Swans sign.
2. Highways Rangers had not re-painted the sign in the centre of Abbess Roding. Cllr Milligan reported that the post was rotten. This will be added to project. Clerk to contact Willingale PC include post in their wood order.
3. Cllr Lawrance had contacted Clerk to report the information notice was almost complete.
4. The Clerk has almost completed the final LHP report for this project. Abbess centre will need to be included.
5. The Parish Council has been given authority by the Scheme to take responsibility for insurance for damage and/or vandalism. The Clerk will finalise costs and establish whether £10,000 unspecified assets cover is sufficient.

### **91/21 Boundary Markers Parish Project**

Cllrs discussed markers, siting and costings. Cllr Balcombe advised that Fyfield PC were replacing their metal signs with fibreglass due to maintenance issues. Discuss next meeting.

### **92/21 Planning**

1. New Applications since July meeting

#### **EPF/2247 & 2255/21 Longbarns Cottage, CM5 ONX**

Proposed shed on current driveway (and Listed Building Consent).  
No comments.

#### **EPF/1912/21 Oaklands CM5 OPH**

Application for Lawful Development Certificate for a proposed open cart lodge.  
No comments.  
Not lawful.

#### **EPF/1822 & 1830/21 Fairlands, Anchor Lane CM5 OJR**

Construction of summer house and 12m x 5m swimming pool within the curtilage of a Grade II\* Listed dwelling.  
Withdrawn.

#### **EPF/1791/21 Little Laver House, Abbess Road CM5 OJJ**

Demolition of existing conservatory and erection of two storey rear extension.  
Grant permission.

**EPF/1765/21 Oregon CM5 OJT**

Proposed conversion of existing workshop into an ancillary one bedroom residential annexe for elderly relative.

Grant permission.

**EPF/2500/21 High Bank CM5 ONZ**

Application for Lawful Development Certificate for proposed replacement of existing windows.

No comments - technical

**2. EFDC Decisions**

EPF/1068/21 Sparrows, Abbess Roding CM5 OJL

Proposed removal of existing garage & erection of new garage.

Grant permission.

EPF/1090/21 South Barn, CM5 ONX

Three conservation skylights to rear.

Refuse permission.

**3. No decision**

EPF/1535/21 & 1538/21 and EPF/3022/20 Elms Farm, Berners Roding CM5 OTE

EPF/0168/20 and EPF/1098/20 Berwick Hall

EPF/0672/20 Abbess House

EPF/1072/19 Meadow View

EPF/0073/19 adj Brook Cottage

**4. Planning Committee October 13<sup>th</sup>**

Elms Farm mobile homes permission is an agenda item. Cllr Balcombe will attend.

**93/21 Finances****1. Statement balances**

Treasurers 31/8/21 £1,602.43

Instant Online 30/9/21 £17,000.56

**2. Upcoming payments**

HMRC PAYE M5 £19.20 (authorised)

J Kenney Services final cut

Kiosk lights bulbs

**3. Signatories**

a. Mr Chris Metson to be removed.

b. Cllr Osborn to be added.

|  |         |                 |                   |
|--|---------|-----------------|-------------------|
| 4. Income received and payments made since 1 <sup>st</sup> July 2021 |         |                 |                   |
| Balance on Treasurers 1/7/21   |         | £ 2,240.45      | Minute 76/21.2    |
| HMRC PAYE M3   | £ 19.20 |                 |                   |
| Clerk salary July  | £211.63 | <u>£ 230.83</u> |                   |
|  |         | £ 2,009.62      | Statement 30/7/21 |
| CAS Insurance  | £176.36 |                 |                   |
| HMRC PAYE M4   | £ 19.20 |                 |                   |
| Clerk salary August  | £211.63 | <u>£ 407.19</u> |                   |
|  |         | £ 1,602.43      | Statement 31/8/21 |
| Income ECC LHP Pilot   |         | £ 1,000.00      |                   |
| HMRC PAYE M5   | £ 19.20 |                 |                   |
| Clerk salary Sep & Q2 exp  | £238.15 |                 |                   |
| S H Somerscales Ltd  | £321.64 | <u>£ 578.99</u> |                   |
|  |         | £ 2,023.44      | at 30/9/2021      |

#### 94/21 Platinum Jubilee Event

Room in the Rodings booked. Confirm date as Sunday 5<sup>th</sup> June 2022. Cllrs agreed it would be informal picnic with music. Churches invited to share event. Cllrs to ask contacts about musicians.

#### 95/21 Stansted Airport Watch

Cllr Lawrance had proposed that the Parish Council should support the campaign to monitor planes to keep to the correct flightpaths. Cllrs resolved to make a donation of £100.  
Clerk to set up payment.

#### 96/21 Correspondence

None requiring action.

#### 97/21 Information exchange

- Cllr Stratton thought the possibility of a defibrillator for Abbess Roding should be explored if funding could be found. Do Cllrs McIvor and Balcombe have funds available?
- Ten Parish News (full edition) December deadline November 19<sup>th</sup>.
- Invite Warren Shepherd (Essex Police) to next meeting.
- Cllr Milligan asked for the black poplar to be reported to the responsible electricity company.

#### 98/21 Next Agenda

Budget and Precept (January 2022)  
Cllr Lawrance to finalise Fingerposts information

#### 99/21 DATE OF NEXT MEETING(s)

January 19<sup>th</sup> 2022  
March 2<sup>nd</sup> 2022 (APM)  
March 23<sup>rd</sup> 2022

#### MEETING CLOSED

Signed ..... January 2022

