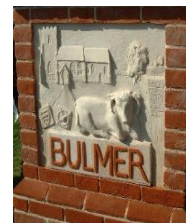




# Bulmer Parish Council



Minutes of the Bulmer Parish Council Full Council meeting held on Monday 18<sup>th</sup> May 2020. The meeting opened at 4.03pm

Please note that during the Coronavirus (Covid-19) Pandemic, Bulmer Parish Council held the meeting online using the Zoom video conferencing facilities and that no physical face to face meetings will be taking place until further notice.

Present: Cllr R Raymond (Chairman), Cllr M Crome, Cllr C Street, Cllr A Crawshay and Cllr L Nicholls

Also Present – ECC Cllr David Finch and Miss Ann C Wood (Locum Clerk). There were no Members of the Public present

**001/2020** It was agreed that the Council did not require this item as the Chairman had been able to join the meeting using Zoom facilities.

**002/2020** **Chairman's Welcome**

The Chairman welcomed those present and asked if there were any other participants. The Clerk said there were no other people waiting to join the meeting. The Chairman announced that the meeting was being recorded for the purposes of taking minutes and that the recording will be deleted after the next meeting when the minutes have been agreed.

Those present were also be told that if the session times out, they should log in again with the same details.

**003/2020** **Apologies for Absence**

There were apologies from Cllr E Penn and Braintree District Council Cllr W Scattergood.

**004/2020** **Declarations of Interest**

Cllr M Crome declared a non-pecuniary interest relating to the allotments part of item 014/2020, because he is the tenant of an allotment.

**005/2020** **Clerk of the Council and Responsible Financial Officer**

Cllr M Crome asked under what conditions Miss Wood was being appointed. Miss Wood said that the hourly rate indicated was approximately £14.60. With regard to the hours, whilst she could not guarantee the full hours of 10 per week, she would try and do as many as possible.

Cllr M Crome proposed and Cllr C Street seconded that Miss Ann C Wood of LetchWood be appointed as the Locum Clerk of the Council and Locum Responsible Financial Officer for the time being until a new Clerk could be appointed. This was agreed unanimously.

It was proposed by Cllr M Crome and seconded by Cllr R Raymond that devolved powers under the Council's Standing Orders and Financial Regulations should be made to the Locum Clerk/RFO to allow for the smooth running of the Council during the current Covid-19 pandemic. This was agreed unanimously.

**006/2020** **To approve the Minutes of the last meeting of Bulmer Parish Council**

It was proposed by Cllr M Crome and seconded by Cllr R Raymond that the minutes of the full council meeting held on 16<sup>th</sup> March 2020 should be accepted and this was agreed unanimously.

**007/2020** **Public Participation Session**

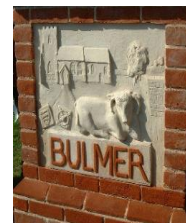
There were no members of the public present.

**008/2020** **V/E Commemoration 8/10th May 2020**

The events for the commemoration of VE Day had to be cancelled due to the current pandemic situation and HM Government's advice that people should stay at home. However, there were



# Bulmer Parish Council



several socially-distanced gatherings in front gardens and bunting was put up. The residents involved had a very good afternoon and evening. It was agreed that Cllr M Crome should write a short piece and send photographs to the Clerk for transmission to the EALC, for inclusion in their update. Cllr C Street asked about the commemorative medals but was told that these had been cancelled before the outbreak of the Coronavirus.

## **009/2020 Annual Parish Meeting (Annual Assembly)**

It was proposed by Cllr R Raymond and seconded by Cllr M Crome that the Annual Parish Meeting and the Annual Parish Council Meeting should both be postponed this year, by powers given under The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 and the Coronavirus Act 2020. This was agreed unanimously.

## **010/2020 Essex County Councillors report – Cllr D. Finch**

Cllr Finch reported that Essex county Council had gone into lockdown on 23<sup>rd</sup> March 2020, when a number of the Council's services (such as schools, libraries, country parks and waste/recycling centres) had closed.

The Essex Welfare Service had attracted a very large number of volunteers and the scheme was put into abeyance initially, to allow for the Government's food parcels service. This did not work very well and so EWS took over and now has over 2000 people volunteering. Between 200-300 people who worked for ECC on commercial activities have been furloughed. There had been problems with social workers self-isolating and moving care workers to the areas where they were needed but things have quietened down now.

Residential homes and domiciliary care require money and ECC has guaranteed payments for 4 months. There had been problems with a lack of PPE and temporary mortuaries had been created. However, ECC is due to open 15 waste and recycling centres and country parks and car parks next week. The ECC Highways had re-started work.

Cllr Finch reported that a drop in Council Tax collection was possible and also that District Councils had lost a lot of their income.

Cllr M Crome asked if ECC was claiming that it did not have enough money. Cllr Finch replied that ECC is very efficient and is in a good position. Although 64 million pounds has been received from the Government, far more than this has been spent. However, the shortfall can be contained.

Cllr R Raymond asked if the Council will be re-checking the monies that have been paid out to businesses, as some had claimed who were not genuine. Cllr Finch said that ECC is aware of various scams and frauds and there will be a follow-up.

Cllr C Street said that if the ECC country parks were being opened, should Coe's Meadow be re-opened. It was noted that the Coe's Meadow had not really been closed, only the play equipment on it.

Cllr D Finch left the meeting at 4.35pm

## **011/2020 District Councillors report – Cllr W. Scattergood**

Cllr Scattergood had given her apologies. There was no report.

## **012/2020 Chairman's report and any update since last meeting**

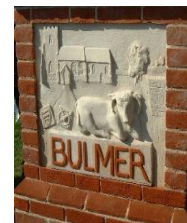
Cllr R Raymond reported that since the last meeting, Cllr C Street has been running a service for local residents to help with shopping, obtaining medication etc. and was thanked for this.

It was noted that the grass cutting is going ahead and that there have been no further reports of fly-tipping.

Cllr R Raymond asked Cllr M Crome what was happening about the abandoned car on Church Meadow. Cllr Crome said that he had spoken to the owner, who did not want to move it but who had agreed to cut the grass round it. This has been done.



# Bulmer Parish Council



## 013/2020 Clerks Report

<b>Minute No.</b>	<b>Subject</b>	<b>Update</b>
164/2020	County Broadband	Signed Licences posted back to County Broadband on 18 <sup>th</sup> March 2020. Nothing further heard
165/2020	UKPN Contract	The Locum Clerk has not been able to contact UKPN, following the meeting on 16 <sup>th</sup> March 2020
	Allotments	Copies of Agreements send to Cllr M Crome and payments banked
	Registers of Interests	Registers of Interests completed by new councillors and sent to Braintree District Council

## 014/2020 Representative reports / Parish Upkeep

Village Green – Cllr R Raymond reported that the green was cut and tidy and that there was nothing else to report. It was agreed that a meeting of the working party should be deferred again, due to the ongoing pandemic situation.

Allotments – Cllr M Crome reported that all the allotments are now taken. There is one tenant who is not cultivating and Cllr Crome had written a number of letters. He is now looking to terminate the tenancy. Cllr L Nicholls asked if the person was self-isolating and he was told no. The Clerk said that before an eviction notice is issued, the tenancy agreement should be checked and Cllr Crome said he would do this.

Coes Meadow – It was agreed that the matter should be deferred again due to the ongoing situation. Cllr M Crome reported that the notices on the play equipment have been taken down. The fly-tipping was discussed but the meeting was told that this had been a misunderstanding.

Website Update – Cllr M Crome reported that the site is updated as and when necessary but that not many people had joined the site. The Clerk told the meeting that the Parish Council is under no legal obligation to advertise planning applications, although it is desirable to advertise them to the residents.

## 015/2020 Planning Applications

It was proposed by Cllr M Crome and seconded by Cllr R Raymond and agreed unanimously to ratify the following comments:

20/00387/FUL - Land South Of, Hedingham Road, Bulmer  
Application for replacement of existing buildings with offices

Bulmer Parish Council objects to this application on the following grounds:  
Whilst change of use has been granted to offices, and the design and footprint are the same as the existing agricultural buildings. The two offices provide places for up to 9 desks and therefore this would appear to give rise to increased activity at the entrance to this development on a potential hazardous entrance & exit from the site, which is on a blind bend. At a recent Bulmer Parish Council meeting a request was made by the applicant to ascertain whether Bulmer PC would support a 30mph speed application at this stretch of Hedingham Road. This would suggest the applicant is concerned at the potential increase activity from this access.

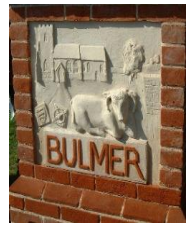
No indication is given as to what kind of business would use the new buildings and this may lead to even more activity from visitors to the offices.

20/00456/VAR - Land South Of, Hedingham Road, Bulmer  
Variation of Condition 2 Approved Plans of permission 19/01516/FUL granted 21/02/20 - Proposed agricultural building. Amendment would allow resiting of the building 5m north west.

Bulmer Parish Council objects to this application on the following grounds:



# Bulmer Parish Council



The site slopes up to the south and it would appear the applicant in the original position would lift the front to meet the level at the rear of the proposed building. By moving it towards the North would mean a lower height of the building, but closer to the road and property opposite. The hedge between the building and the road is a deciduous hedge and gives very little screening during winter months.

The proposed development would be more dominant in a rural area.

## 20/00457/VAR - Land South Of, Hedingham Road, Bulmer

Removal of Condition 6 of permission 19/01516/FUL granted 21.02.2020 for: Proposed agricultural building

Bulmer Parish Council does not support this variation on the basis of 20/00456/VAR. The height of the building should still be approved by planning officers whatever the final position of the building is eventually agreed.

## 20/00479/FUL - Pump House Adjacent Ashbourne Cottage, Smeetham Hall Lane, Bulmer

Demolition of existing Garages and erection of two dwelling houses, garages, access and landscaping and restoration of existing water pump station.

Bulmer Parish Council has no objection to this application, providing a change of finish is made.

Although this development is outside the village envelope, it will provide significant improvement to this location and restore the Pump house to a sounder structure. The house designs are sympathetic to the nearby Ashbourne house.

The plans show a white render and this would be out of place between the existing properties, which are all red brick. The Parish Council requests a change of finish is made

## 20/00484/HH - Ridgcroft, Smeetham Hall Lane, Bulmer

Retention of fence to side and rear of property

Bulmer Parish Council has no objection to this planning application

016/2020

## Finance

- **To note income received by the Council**

18<sup>th</sup> March 2020

Allotment Mr White - £32.50

Allotment Mr Hayto - £123.50

Allotment Mr Elsey - £82.03

27<sup>th</sup> April 2020

Allotment Mr Coombs - £13.78

Allotment Mr Buchanan - £75.40

30<sup>th</sup> April 2020

Braintree District Council (Precept) - £5252.00

- **To ratify payments made between 1<sup>st</sup> April 2020 and 18<sup>th</sup> May 2020**

Cheque 101528 (Replacement) - Philip Liverton Ltd (Grass cutting) - £360.00

Cheque 101529 – EALC (Annual Subscription) - £204.95

Cheque 101530 – Lyster & Associates (Newsletter Printing) - £66.00

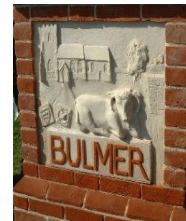
- **To agree payments to be made to**

Cheque 101531 - BHIB Insurance - £1862.15

Cheque 101532 - JPB Landscapes (Grass cutting) – £192.00



# Bulmer Parish Council



It was proposed by Cllr M Crome, seconded by Cllr R Raymond and agreed unanimously that the above payments are ratified and agreed. It was also agreed to add a further payment to JPB Landscapes of £393.60, which may have been overlooked.

- **Bank balances as at 31<sup>st</sup> March 2020**

CCLA - £30644.05

Barclays Current Account - £13360.07

Barclays - £37125.92

These were agreed and Cllr M Crome asked that budget updates be given. The Locum Clerk said that she would do this as soon as the End of Year Accounts are sorted out.

- **Update on Annual Accounts and AGAR**

The Locum Clerk reported that she has been working on these and will try and complete them as soon as possible. Cllr L Nicholls offered help, if it was needed.

- **Council to agree that the Parish Council should use Internet Banking**

The Council will need to update its procedures and Cllr R Raymond said that there must be two signatories to authorise payments.

It was proposed by Cllr M Crome and seconded by Cllr C Street that Bulmer Parish Council should use Internet Banking on the two accounts held. This was agreed unanimously.

- **Council to agree how the Internet Banking will be managed**

There was much discussion on the subject of how the internet banking is to be managed. It was agreed that the current situation of the Clerk raising the payments and then two councillors authorising them should continue but that the Council should formulate some ideas about what is wanted.

It was proposed by Cllr M Crome and seconded by Cllr R Raymond and agreed unanimously that the Locum Clerk, Miss A C Wood should be made a bank signatory to allow her to raise payments.

It was agreed that an additional meeting should be held in June 2020 and that Cllr L Nicolls would obtain further information.

017/2020

**Items for Next Agendas:**

- Banking
- AGAR/Annual Return and End of Year Accounts

**Proposed Dates of future meetings:**

Parish Council Meeting 29<sup>th</sup> July 2020

Parish Council Meeting 21<sup>st</sup> September 2020

Parish Council Meeting 6<sup>th</sup> November 2020

These dates will be confirmed as soon as possible

There being no further business the Chairman closed the meeting at 5.37pm and thanked everyone for attending.

Signed..... 2020

**Cllr Rosemary Raymond**