



# Bulmer Parish Council



## Minutes of the Bulmer Parish Council Full Council meeting held on Monday 16<sup>th</sup> November 2020 via Zoom Video Conferencing at 7.45pm

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

**Present:** Cllrs Crawshay, Crome, Kershaw, Nichols, Raymond, Street

**In the Chair:** Cllr Raymond

**Clerk:** Claire Waters

**Also Present:** Cllr David Finch ECC between 093/2020 and 094/2020  
Cllr Wendy Scattergood BDC from 093/2020 to 101/2020

### 083/2020 **Chairman's Welcome**

Cllr R Raymond welcomed everyone to the meeting.

### 084/2020 **Apologies for Absence**

There were no apologies for absence. Cllrs Finch & Scattergood apologised for late arrival due to attendance at other online Parish Council meetings

### 085/2020 **Declarations of Interest**

Cllr Crome declared a non-pecuniary Interest relating to item 093/2020 Allotments, as an allotment holder.

### 086/2020 **To approve the Minutes of the last meeting of Bulmer Parish Council**

The minutes of the meeting held on 21<sup>st</sup> September 2020 were approved as a correct record of events. Remote arrangements will be made for them to be signed by the Chairman

**Proposed:** Cllr Crome **Seconded:** Cllr Raymond Agreed unanimously

In answer to a question from Cllr Nichols, the clerk explained that the public were excluded from item 082/2020 Personnel Committee when the decision was made on recruitment of a new clerk. It is permitted for confidential employment matters to be discussed "in camera" i.e. in the absence of members of the public.

### 087/2020 **Public Participation Session**

There were no members of the public present.

### 088/2020 **CO-OPTION OF COUNCILLOR: Update on current vacancy**

The clerk reported that no applications for the current Councillor vacancy had been received.

### 089/2020 **Essex County Councillors report – Cllr D. Finch**

*Cllr Finch arrived at item 093/2020 and gave his report, leaving before item 094/2020*

- a) Local Government Reform: Plans to move towards more Unitary Authorities with a mayor of Essex have been put on hold due to Brexit and the Covid-19 pandemic. The earliest it will be reviewed is June/July 2021 after the May elections, which are still scheduled to take place.
- b) Tier 2 Covid: The decision to apply was based on the director of Public Health Essex, Dr Mike Gogarty, observing doubling of infection numbers in the midlands and north of England. The number of cases in Essex compares well with nearby authorities e.g. Thurrock & Southend and it is expected that the numbers will drop and the curve is flattening.
- c) Budget for 2021/2022: There has been pressure on the budget as people are dropping out of paying Council Tax, this is 80% of ECC budget and over £40 million income lost. With government funding the gap has been reduced to £13 million. £7.6 million funding is being allocated for green initiatives, particularly cycling lanes. £3.8 million winter grant fund is being allocated for disadvantaged residents.
- d) Highways: Policy areas are being refined – currently houses on both sides of the road are required to justify a 30mph limit, with 40mph for roads with houses on one side. Suffolk are introducing more 30mph limits, and 20mph in some areas. Essex will be conducting surveys to consider



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following a similar policy and residents are encouraged to express their views when the consultations are open.

- e) Track & trace: As part of Essex County Council involvement in the NHS programme, 2 pubs have been closed for breaching regulations and warning notices have been issued for other businesses. 150 million Covid tests are being administered for an indefinite period, and although there are no firm plans yet to roll out vaccines, Cllr Finch will keep Parish Councils informed of developments.

For the benefit of the new clerk, Cllr Finch and Parish Councillors explained the current situation at Batt Hall, which has a 60mph limit and where speeding vehicles are of concern to residents. Essex Highways has renewed slow markings and white lines. It may be possible to reduce the speed limit if new Highways policies are introduced. A speed watch can be successful in slowing traffic speed. In answer to a question from Cllr Crome, Cllr Finch confirmed that there is no longer a charge from the police to Parish Councils for conducting a speed watch as the current Chief Constable B J Harrington is very keen on speed reduction. Cllr Finch is happy to raise any issues with the Chief Constable on behalf of the Parish Council.

*Cllr Finch left the meeting.*

090/2020

## District Councillors report – Cllr W. Scattergood

*Cllr Scattergood arrived at item 093/2020 and gave her report, leaving before item 101/2020*

Cllr Scattergood did not wish to duplicate the weekly information emails from BDC which the clerk will be circulating to Councillors. In light of the discussion about speeding vehicles, she mentioned that Bures had recently completed a very successful speed watch.

- a) Planning: remote meetings continue, and site visits carried out using discretion for safety.  
b) Councillors Community Grant: £1,500 grant funding is available, and her preference is to use it for projects assisting vulnerable residents or to enable enjoyment of the outdoors.  
c) Missed refuse collections: in correspondence with Cllr Crome, she had chased up missed dog waste collections in the parish and these bins have now been emptied.

Since it was important for Cllr Scattergood to be involved in discussion about notice recently received for a planned mobile phone mast at the parish boundary, item 099/2020 Planning was brought forward.

1/2020

## Chairman's report and any update since the last meeting

Cllr Raymond reported that hedge cutting is due at the verges and allotments. More areas of the parish are now supplied with fibre broadband via County Broadband or Gigaclear, although some including Cllr Raymond are still waiting.

1/2020

## Clerks Report

There were no matters to report, that are not already on the agenda.

1/2020

## Representative reports / Parish Upkeep

Village Green – Cllr Raymond reported that it is too wet to do much to the green at the moment. Allotments - Cllr Crome provided a written report. Water bills were low due to estimated readings, the meter has now been read and charges will be invoiced in 2021. All plots are being worked and there is no longer a waiting list. A survey re-measuring the plots has been completed, minor adjustments will be made to invoices in 2021. Rents were last increased in 2018, and a decision was needed about when to next review. The clerk recommended as good practice an annual review, even if 0% increase is decided.

**RESOLVED:** To review allotment rents annually starting in July 2021.

**Proposed:** Cllr Raymond **Seconded:** Cllr Street **Agreed unanimously**

The small gate needs repairing and allotment holders have been advised to use the other gate for the time being until the repair is complete.

Consideration of increasing the number of plots by using the grass area around the perimeter. Cllr Crome recommended with no waiting list and to avoid parking nuisance to neighbours, as well as UKPN cable laying planned, this should be put on hold for the foreseeable future.



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**RESOLVED:** no additional allotment plots will be created at this time

**Proposed:** Cllr Street **Seconded:** Cllr Nichols Agreed unanimously

Cllr Crome and the clerk attended a National Allotment Society webinar on Tenancy Agreements and Policies. Bulmer agreements and policies are broadly in line with NAS standards. Areas to be considered for the future are:

- a) Issuing a summary reminder of the rules to be signed with the annual rent invoice
- b) Introduction of announced inspection of the allotments to confirm rules are being followed
- c) Introduction of a deposit to cover clear up costs when a tenancy is terminated
- d) Joining the National Allotment Society: Annual fee £55.00

*Cllr Finch & Cllr Scattergood arrived.*

Website Update– Cllr Crome reported the website is up to date and reminded everyone that you can register to receive email notification of updates.

Covid-19 support Cllr Street reported that the volunteers group is working well with telephone and WhatsApp contact. The new restrictions do not appear to have caused an increase in volunteer support needed by residents. Cllr Kershaw suggested a new Bulmer village Facebook page would help people of all ages feel more connected, this would not be an official Parish Council page

**RESOLVED:** Cllr Kershaw will create and administer a new Facebook page for Bulmer village

**Proposed:** Cllr Crome **Seconded:** Cllr Raymond Agreed unanimously

## 094/2020 COE'S MEADOW

- a) Cllr Kershaw as Chair of the Coe' Meadow Management Committee shared a visual report of damaged and worn play equipment which demonstrated the extent of repairs needed. Cllr Nichols, a member of CMMC, described maintenance and improvement plans for consideration including tree and hedge cutting, play equipment, goal posts and safety surfaces. Plans are being prepared to consult with residents including primary school pupils about what they would like at Coe's Meadow. It is recognised that improvements are needed but the annual RoSPA play safety reports equipment is still safe to use

**Action:** Clerk to clarify reserves available for Coe's Meadow repairs, upkeep and new purchases

**Action:** Clerk to forward to Councillors the latest Open Spaces Action Plan, which specifies uses for S106 funds claimed from BDC towards open spaces projects.

**Action:** Clerk and CMMC members to look for grant funding available and consider fund raising

- b) It was noted that playgrounds remain open during the latest increased Covid-19 restrictions.

**Action:** Covid-19 safety notices will be updated for the noticeboards

- c) A written report was prepared by the clerk to assist with managing CMMC meetings and decisions

**Action:** Coe's Meadow Management Committee members will be asked permission to publicise contact details on noticeboards and the website.

**Action:** CMMC to forward regular written reports of planned work and spending for the clerk.

**Action:** Public meetings of CMMC to be scheduled in advance of Parish Council meetings to enable timely reporting to the Parish Council

## 094/2020

### Finance

#### To note income received by the Council

SEPTEMBER	
Whittingdale	£40.00
Coombes	£13.75
Raymond Grazing	£956.70
S Buchanan	£75.40
R White	£32.50
Brett Grazing	£492.00
BDC 2nd Instalment of Precept	£5,122.00
<b>TOTAL in month</b>	<b>£6,732.35</b>



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<b>OCTOBER</b>	
Allotment Rent plot 18C&19	£39.48
Allotment Rent plot 7 & 9	£65.20
Allotment Rent plot 14 & 15 (for 2020-21)	£45.64
Allotment Rent plot 12A&B	£27.28
Allotment Rent plot 111	£37.24
Allotment Rent plot 13. 18. 18A	£55.70
Allotment Rent plot 20	£16.00
Allotment Rent plot 8	£10.30
Allotment Rent plot 17&17B	£23.04
Allotment Rent plot 1 & 1A	£63.02
Reeve T Allotment Key	£10.00
Clapps Farm plot 2	£123.50
Shaw D Allotment Key	£10.00
Hvnd E	£6.88
<b>TOTAL in month</b>	<b>£533.28</b>

## To ratify payments made since the last meeting

<b>OCTOBER</b>		
DD	Anglian Water (Allotments)	£94.53
101547	Miss A C Wood - Zoom subscription	£143.88
101548	Plavsafetv	£191.40
101549	EALC NAS Allotment training M Crome & Clerk	£72.00
101550	JPB Landscapes Ltd - Grass Cutting	£472.80
101551	Miss A C Wood - Locum Clerk (August 2020)	£512.56
101551	Miss A C Wood - Locum Clerk (September 2020)	£448.26
101552	Little Duck Bear Swing seats Coe's Meadow	£197.80
	<b>TOTAL in month</b>	<b>£2,133.23</b>

## To agree payments to be made

Earthworks Scythe mowing Coe's Meadow	£54.00
EALC Councillor Training Days 1&2. AC SK LN	£648.00

**Proposed:** Cllr Crome

**Seconded:** Cllr Crawshay

Agreed unanimously

## Bank balances as at 31<sup>st</sup> October 2020

Barclays Current A/C	£16,713.46
Barclays Business Savings A/C	£37,141.03
CCLA PSDF	£30,697.69

**Update on the Bank Account** – The Unity Trust online bank account is open but funds not yet transferred from Barclays. The clerk has tried to find out the reason for the delay and will call again to speak to the New Accounts team. The clerk is the named key contact, authorised signatories are Cllrs R Raymond, M Crome, A Crawshay, L Nichols.

**Update on the CCLA Investment Account** – Change of key contact forms have been submitted to the CCLA administrators which will enable the new clerk to progress this item.

096/2020

**FINANCE:** To decide on donation to Stour Valley Volunteers for Coe's Meadow clearance  
**RESOLVED:** To donate £100 from BPC funds and £100 from CMMC funds to Stour Valley Volunteers.

**Proposed:** Cllr Raymond    **Seconded:** Cllr Kershaw    Agreed unanimously



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**097/2020** **FINANCE:** To review tenders received and decide on grass cutting contractor for 3 year term  
**RESOLVED:** To retain JPB Landscapes for the 3 year contract as the most competitive quote.  
**Proposed:** Cllr Nichols **Seconded:** Cllr Crome Agreed unanimously

**098/2020** **FINANCE:** To review tenders received and decide on hedge cutting contractor for 3 year term  
**RESOLVED:** To retain Livertons Ltd for the 3 year contract as the most competitive quote.  
**Proposed:** Cllr Raymond **Seconded:** Cllr Crome Agreed unanimously

**099/2020** **PLANNING: applications received for comment – Item brought forward, before 094/2020**  
**20/01673/HH** Erection of Cart Lodge Laundry Cottage Church Road CO10 7EL *No objections*  
**20/01679/HH** Erection of single bay cart lodge with open lean to Inglefield  
Bulmer Street CO10 7EW *No objections* **20/01744/HH** Proposed single storey side  
extension, roof alterations and balcony. Oakview Finch Hill CO10 7EX *No objections*  
For the planning applications at Bulmer Street and Finch Hill, it will be requested that consideration  
is given to roadside parking causing difficulties at both sites. Cllr Scattergood confirmed that  
Planning when approving an application can only make an informative request to take reasonable  
care when parking.

## **PROPOSED SHARED MOBILE TELECOMMUNICATIONS RADIO EQUIPMENT**

Greenfield, behind Ryes Lane, CO10 7DZ

A letter dated 12<sup>th</sup> November from EE and Hutchison 3G (H3G) proposes replacing a mobile phone mast at Doves House Farm, Great Henny with a new installation on greenfield land behind Ryes Lane. Initial responses are asked for within 14 days of the letter. Some Ryes Lane residents have been informed by Councillors verbally and by email, and all residents affected are encouraged to contact the clerk at [bulmerparishclerk@gmail.com](mailto:bulmerparishclerk@gmail.com) by 24<sup>th</sup> November so the Parish Council response can reflect their views. The mast will be tall and visible from the main road. It is also recognised that poor mobile signal is a problem for some people in the local area, including farmers.

**PLANNING: applications determined - Item brought forward, before 094/2020**

**100/2020** **20/01249/FUL** Demolition of existing garages and erection of two dwellings, garages access and landscaping and restoration of existing pump station  
Pump House Adjacent Ashbourne Cottage Smeetham Hall Lane *Application REFUSED*  
*Cllr Scattergood left the meeting.*

## **BRAINTREE PLANNING SCHEME OF DELEGATION**

**101/2020** **Ratified:** Bulmer Parish Council response to consultation on a revised scheme of delegation, the set of rules which determines whether a planning application will be decided by the Planning Committee or by planning officers under the delegated powers given by the Council.  
Bulmer Parish Council asks that residents remain involved from the earliest stages and encouraged to express views. The introduction of “forums” and ways of speeding up the planning process is welcomed, and the Parish Council requests greater autonomy for on deciding what can be included in the Open Spaces Action Plan and therefore greater influence on S106 agreements.

## **CONSULTATIONS**

**102/2020** **STANDARDS IN PUBLIC LIFE.** The Committee on Standards in Public Life is carrying out a landscape review of the institutions, processes and structures in place to support high standards of conduct. Decision on Parish Council contribution to NALC response, deadline 4th December. Individuals can respond to the government consultation at



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<https://www.gov.uk/government/consultations/standards-matter-2-public-consultation-and-public-sector-survey> deadline 18th December 2020

**RESOLVED:** The clerk will respond with the Parish Council view that standards (the 7 Nolan Principles of Public Life) are generally upheld at Parish Council level where the Councillor role is voluntary, but need better enforcement in higher tiers of government where power and financial gain are greater.

**Proposed:** Cllr Crome    **Seconded:** Cllr Raymond    Agreed unanimously

## 103/2020 TO RATIFY ACTIONS FROM THE PREVIOUS MEETING

1. **Ratified:** Submission of updated Parish Emergency Plan to Braintree District Council
2. **Ratified:** Submission of response to Pavement Parking Consultation

## 104/2020 AGENDA ITEMS FOR NEXT MEETING

Any issues to be advised by Councillors by Monday 11<sup>th</sup> January 2020

## 105/2020 MEETING DATES FOR 2021

*All meetings will continue via Zoom video conferencing until further notice.*

<b>18th January 2021</b>	Ordinary Parish Council	via Zoom video conferencing
<b>15th March 2021</b>	Ordinary Parish Council	Location to be confirmed
<b>17th May 2021</b>	Annual Parish Council	Location to be confirmed
<b>19th July 2021</b>	Ordinary Parish Council	Location to be confirmed
<b>20th September 2021</b>	Ordinary Parish Council	Location to be confirmed
<b>15th November 2021</b>	Ordinary Parish Council	Location to be confirmed

**Councillors:** Cllr Antonia Crawshay  
Cllr Laurence Nichols  
VACANT POSITION

Cllr Mike Crome  
Cllr Rose Raymond

Cllr Sarah Kershaw  
Cllr Christine Street

Copy to: **County Councillor:**

**District Councillor:**

Cllr David Finch  
Cllr Wendy Scattergood

The meeting closed at 9.56pm

Signed..... 18th January 2021

**Cllr Rosemary Raymond**