



# FOXEARTH & LISTON PARISH COUNCIL

Parish Clerk / RFO: Kevin B. Money  
 7 Roach Vale, Colchester, Essex. CO4 3YN  
 Tel: 07810781509 – Email: [theclerk@foxearthandliston-pc.org](mailto:theclerk@foxearthandliston-pc.org)  
 Website: <https://e-voice.org.uk/foxearthandliston-pc>

Dear Councillor

You are summoned to attend the forthcoming meeting of Foxearth & Liston Parish Council to be held in the Village Hall on **THURSDAY 19<sup>th</sup>. JANUARY 2023 at 7pm** for the purpose of transacting the business ONLY shown on the agenda

*KBMoney* Kevin B. Money - Clerk to the Council – 12<sup>th</sup>. January 2023

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## **FULL COUNCIL MEETING AGENDA**

- 001/2023 Chairman welcome**
- 002/2023 Apologies for Absence**
- 003/2023 Declaration of Interest**  
 To declare any Disclosable Pecuniary, Pecuniary or non-Pecuniary Interest relating to items on the agenda
- 004/2023 To approve the Minutes of the last meeting of Foxearth & Liston Parish Council**  
 To receive and agree the minutes of the last F&LPC meeting held on 17<sup>th</sup>. November 2022
- 005/2023 Chairman's report and any update since last meeting**
- 006/2023 Essex County Councillors report – ECC Cllr P. Schwier**
- 007/2023 District Councillors report – BDC Cllr I. Parker**
- 008/2023 Public Participation Session**  
 The Chairman will invite questions and observations from members of the public present.
- 009/2023 Footpath update – Cllr K. Robson**
- 010/2023 Highways and Transport issues**  
 a) Traffic issues on the bridge at Rodbridge – Cllr M. Posen  
 b) Speed indicator device update – Cllr F. Binks
- 011/2023 Grant Application/s**  
 a) Grant application from Liston grass cutting for £400 for 2022/2023
- 012/2023 Planning Applications**
- 013/2023 Decisions made by BDC affecting Foxearth and Liston**
- 014/2023 Finance**  
 a) To receive the Bank balances as at 31<sup>st</sup>. December 2022  
 b) To receive the comparison of Actual against Budget 2022/23  
 c) Councillors to agree the December 2022 and January 2023 finances and to agree a transfer of any funds to meet the Parish Council's financial requirements
- 015/2023 Budget for 2023-2024**  
 Councillors to discuss and finalise the budget for 2023-2024
- 016/2023 Precept 2023-2024**  
 1) Councillors to discuss and finalise the Precept for 2023-2024  
 2) Councillors to authorise the RFO to submit the Precept demand form to BDC by 31<sup>st</sup>. January 2023 deadline
- 017/2023 Items for Next Agenda**

**018/2023**      **Date of Next Full Council meetings – THURSDAY 16<sup>th</sup>. MARCH 2023 at 7pm**

**019/2023**      **Councillors to agree the meeting dates for 2023**  
**18.05.23: 20.07.23: 21.09.23: 16.11.23. Meetings start at 7pm**

**020/2023**      **Closure of the Meeting**  
To Close the meeting having considered and determined all items of business



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### Minutes of the Parish Council Meeting held on 17<sup>th</sup>. November 2022 at 7pm in Foxearth Village Hall.

Present: Cllrs T. Clayton (Chairman), M. Posen (Vice-Chairman), S. Ham, K. Holmes, K. Robson, and Kevin B. Money (Parish Clerk). There were also 6 members of the public present

**077/2022 Chairman welcome.** The Chairman welcomed everyone to the meeting

**078/2022 Apologies for Absence** were received from ECC Cllr P. Schwier, BDC Cllr I. Parker and Cllr F. Binks

**079/2022 Declaration of Interest**

To declare any Disclosable Pecuniary, Pecuniary or non-Pecuniary Interest relating to items on the agenda. Cllr M. Posen declared a pecuniary interest in item 090/2022 (d).

Cllr K. Robson and Cllr S. Ham declared an interest in Foxearth & District Local History Society grant

**080/2022 To approve the Minutes of the last meeting of Foxearth & Liston Parish Council**

To receive and agree the minutes of the last F&LPC meeting held on 16<sup>th</sup>. July 2022. **All Agreed**

**081/2022 Chairman's report and any update since last meeting**

We have reverted back to a Thursday evening, even though it is not really ideal for some of our members, in the hope that we attract a greater attendance than we have had since the change to a Saturday morning. Parish Council meetings are a chance for all residents to air their views on any matter relevant to the two parishes we represent and without such input your Parish Council can only go through the motions rather than addressing your concerns. Hopefully the change in meeting dates will encourage you to attend our meetings but if there is no improvement, we will revert back to a Saturday morning.

After countless months of pressurising Essex and Suffolk Highways into admitting who is responsible for the maintenance of the board walk in Liston Lane, which is in a dangerous state of repair, Essex have finally admitted that it is their responsibility and have sent out a surveyor to assess the situation and recommend repairs. They are now consulting with a contractor so fingers crossed something might happen quite soon. I would like to thank our County Councillor Peter Schwier for his intervention on our behalf.

At our last meeting the situation regarding parking at the junction of Claypits and School Road was discussed because it was making life very difficult for lorries moving in and out of Brook Farm. The situation did improve for a time but I have been informed that lately the offending vehicle/s have returned and are once again causing problems. It is an offence to park so close to a junction and the last thing we want to do is report the situation if it can be avoided so, please park with more consideration.

**082/2022 Essex County Councillors report – ECC Cllr P. Schwier**

No report was given but the Clerk referred F&LPC Councillors to ECC Councillor P. Schwier reports which have been circulated throughout the month.

**083/2022 District Councillors report – BDC Cllr I. Parker**

Cllr I. Parker supplied a report prior to the meeting. It read

- Planning - although BDC has recently adopted a new local plan, regrettably we now no longer have a 5 year housing land supply. This is because construction has not started on a number of large sites for which we granted planning permission several years ago. We are doing everything we can to try to persuade/assist developers to start but our powers are limited. We hope that the government's planning reforms will address the problem.

- Budget - BDC has started the budget setting process for the forthcoming year. This year we are facing very difficult circumstances with increased costs due to inflation, increase in fuel costs and a larger than anticipated pay award, as well as some loss of income e.g. car parking charges. The Council is in a better position than many, due to sound financial management over preceding years, but in order to produce a balanced budget we are having to look at making some cost savings and dip into our reserves. No decisions have been made yet on Council tax. I will report further on this in due course.

- Cost of living - I have circulated a note on measures to help, in particular, low income families, with the increase in the cost of living.
- Consultations - Please be aware of the consultation from Transport East on rural connectivity and transport in rural areas seeking views of parish councils, information previously circulated. Also, the consultation on rural Braintree which closes on 28<sup>th</sup> November seeking views of residents <https://consultations.essex.gov.uk/rci/rural-braintree-survey/>. I would urge you to respond to both of these consultations.

#### **084/2022 Public Participation Session**

The Chairman invited questions and observations from members of the public present. Further signage on the bends at the bridge at Rodbridge. More signs are required. Refer to Peter Schwier to contact ECC Highways to mark road with chevrons, slow down, dangerous bend signs.

**Cllr M. Posen** to send LHP form to ECC Cllr Peter Schwier for help and to get a speed survey to get the speed limit reduced to 40mph.

Rodbridge bridge condition is in a dreadful state. There is surface water laying in the road by the bridge.

**Cllr T. Clayton** to speak with Richard Kemp at Suffolk CC regarding the surface of the roadway

#### **085/2022 Footpath update – Cllr K. Robson**

Footbridge going into nature reserve was damaged but has been repaired by Essex Highways.

Footpaths have been made impassable with this winter weather. It appears all footpaths have been cut. Cllr K. Robson has spoken to Jason Fellow Footpath officer at BDC regarding F&LPC taking over cutting of footpaths in the area. ECC would reimburse the Council for 1 cut per year. Which equates to £1000.

There can be a trial period and if it doesn't work ECC would take back the cutting of the footpaths.

Cllr K. Robson to explore if a business contractor would undertake this work.

The optimum timing to cut the footpaths is in May & June

Jason Fellows at BDC informed Cllr K. Robson that if any fingerposts need replacing, he can supply the post/s with a working party to install it.

Cllr K. Robson proposed accepting ECC offer to have a SLA from April 2023 for a 1 year contract. Cllr T. Clayton seconded. **All Agreed**

#### **086/2022 Highways and Transport issues**

##### **a) Traffic issues on the bridge at Rodbridge – Cllr M. Posen**

Cllr M. Posen reported to the meeting that several months ago there was issues raised about aggressive driver entering the bridge. He completed a LHP form and send it off. ECC P. Schwier accepted the proposal and sent it off. Action to take towards 20mph speed limits

This speed limit to be brought into rural areas which Liston & Foxearth are party to.

Cllr T. Clayton proposed that a template be sent to ECC on behalf of F&LPC. Cllr M. Posen seconded.

**All Agreed**

##### **b) Claypits parking at the junction – Cllr K. Holmes**

As mentioned in the Chairman's report above

The situation did improve for a time but I have been informed that lately the offending vehicle/s have returned and are once again causing problems. It is an offence to park so close to a junction and the last thing we want to do is report the situation if it can be avoided so, please park with more consideration.

#### **087/2022 Grant Application/s**

##### **a) Grant application from Foxearth & District Local History Society for £250**

Cllr M. Posen proposed accepting this Grant application for £250. Cllr K. Robson seconded. **All Agreed**. This payment will be made at the January 2023 meeting.

##### **b) Grant application from St. Peters Church for £750 for 2023/2024**

Cllr M. Posen proposed accepting this Grant Application for £750 for 2023/2024. Cllr K. Robson seconded. **All Agreed**. This payment will be made at the May 2023 meeting

##### **c) Liston Churchyard Grant Application for 2022/2023 for £400**

Cllr T. Clayton proposed Cllr S. Ham seconded. **All Agreed**. This payment will be made at the January 2023 meeting

#### **088/2022 Planning Applications**

**22/02331/FUL - Foxearth Fisheries Glemsford Road Foxearth**

Erection of replacement dwelling

**The following response was sent to BDC before the planning deadline of 6<sup>th</sup>. October 2022**

**F&LPC SUPPORTS THIS PLANNING APPLICATION**

**22/02553/TPOCON - Tuckers Mill Road Foxearth**

Notice of intent to carry out works to trees in a Conservation Area:

Oak T1 - Reduce the overhang by removing up to 2 metres from the side over the garden. Leaving about 3.5 metres from trunk to cuts.

**The following response was sent to BDC before the planning deadline of 26<sup>th</sup>. October 2022  
F&LPC SUPPORTS THIS APPLICATION SUBJECT TO THE TREE AND CONSERVATION OFFICER'S APPROVAL**

**22/02618/TPOCON - 10 The Chase, Foxearth, Essex**

Notice of intent to carry out works to trees in a Conservation Area: -

Horse Chestnut - re-pollard to the previous points to maintain its shape and size

**The following response was sent to BDC before the planning deadline of 26<sup>th</sup>. October 2022  
F&LPC SUPPORT THIS APPLICATION SUBJECT TO THE TREE AND CONSERVATION OFFICER'S APPROVAL**

**089/2022 Decisions made by BDC affecting Foxearth and Liston**

Councillors noted the planning decisions made by BDC affecting Foxearth and Liston villages

**22/01798/VAR - Rose Hall, Mill Road, Foxearth**

Variation of Condition 2 (Approved Plans) of permission 20/00278/LBC granted on 03.04.2020 for Insertion of new timber bi fold doors to rear elevation, removal of existing damaged pebble dashed render and repaired using new smooth render to front and side elevations and internal alterations. Variation of would allow: The Timber Joinery items are not a well-insulated or sealed and have an exceptional long lead time - making them unsuitable for my client's needs. The timber bi fold doors are to be exchanged for Heritage White Painted aluminium frames. **APPLICATION GRANTED**

**22/02007/TPOCON - The Rectory The Street Foxearth**

Notice of intent to carry out works to tree in a Conservation Area - Yew Tree - Left of Entrance Gate - Reduce by 3-4m in height, balance sides to shape 2-3m. Tree is looking sparse, the overhang over the neighbours driveway and outbuildings has become too big, and also over the Vicarage drive.

**APPLICATION GRANTED**

**090/2022 Finance**

a) To receive the Bank balances as at 31<sup>st</sup>. October 2022

Councillors noted the Bank balances as at 31<sup>st</sup>. October 2022

b) To receive the comparison of Actual against Budget 2022/23

Councillors noted the comparison of Actual against Budget 2022/23

c) Councillors to retrospectively the agreed payments of August, and September 2022. **All Agreed**

d) Councillors to agree the October & November 2022 finances and to agree a transfer of any funds to meet the Parish Council's financial requirements. **All Agreed**

**091/2022 2023/2024 Budget**

Councillors to discuss the Council's anticipated expenditure for 2023/2024

Councillors discussed the 2023/2024 anticipated expenditure. This resulted in a Budget of £9844 with a subsequent Precept of £9534.

The RFO has not been given the 2023/2024 Tax Base figure from BDC so was unable to let Councillors know what a Band D property would be.

Cllr T. Clayton proposed and Cllr M. Posen seconded the 2023/2024 Budget of £9844 and a Precept of £9534. The RFO was authorised to complete and send the Precept demand form to BDC when requested by BDC.

**092/2022 Items for Next Agenda**

**093/2022 Date of Next Full Council meetings – THURSDAY 19<sup>th</sup>. JANUARY 2023 at 7pm**

**094/2022 Councillors to agree the meeting dates for 2023**

**Thursday 16.03.23: 18.05.23: 20.07.23: 21.09.23: 16.11.23. Meetings start at 7pm**

**095/2022 Closure of the Meeting**

To Close the meeting having considered and determined all items of business

The Chairman then closed the meeting at 8.45pm and thanked everyone to attending

Signed

19<sup>th</sup>. January 2023

**Tony Clayton**



Kevin Money <theclerk@foxearthandliston-pc.org>

## Liston Church grass cutting

1 message

Allan Binks <Allan.Binks@manngroup.co.uk>  
To: The Clerk <theclerk@foxearthandliston-pc.org>

20 November 2022 at 15:46

103

Dear Kevin

We would be very grateful if the Parish Council would consider, once again, a grant of £400, for  
2023/2024, for grass cutting at the church.

2022/2023

Kind regards

Allan

<b>BANK RECONCILIATION</b>				
Financial year ending 31.03.23				
Bank Balance as at	<b>30.04.22</b>	<b>31.05.22</b>	<b>30.06.22</b>	<b>31.07.22</b>
Unity Trust Bank - Current a/c	£ 13,098.20	£ 12,169.39	£ 12,151.39	£ 10,512.02
Unity Trust Bank - EMR a/c	£ 4,152.51	£ 4,152.51	£ 4,156.09	£ 4,856.09
<b>Total:</b>	<b>£ 17,250.71</b>	<b>£ 16,321.90</b>	<b>£ 16,307.48</b>	<b>£ 15,368.11</b>
Less Unpresented cheques				
Total of unpresented cheques	£ -	£ -	£ -	£ -
<b>Net Bank Balances as at</b>	<b>£ 17,250.71</b>	<b>£ 16,321.90</b>	<b>£ 16,307.48</b>	<b>£ 15,368.11</b>
<b>CASH BOOK</b>				
Balance as at 01.04.22	£ 13,265.69	£ 13,265.69	£ 13,265.69	£ 13,265.69
Plus Receipts	£ 4,129.71	£ 4,779.71	£ 4,783.29	£ 4,783.29
<b>Total</b>	<b>£ 17,395.40</b>	<b>£ 18,045.40</b>	<b>£ 18,048.98</b>	<b>£ 18,048.98</b>
Less Payments	£ 144.69	£ 1,723.50	£ 1,741.50	£ 2,680.87
<b>Grand Total</b>	<b>£ 17,250.71</b>	<b>£ 16,321.90</b>	<b>£ 16,307.48</b>	<b>£ 15,368.11</b>
Difference	-£ 0.00	-£ 0.00	£ -	£ -
Bank Balance as at	<b>31.08.22</b>	<b>30.09.22</b>	<b>31.10.22</b>	<b>30.11.22</b>
Unity Trust Bank - Current account	£ 10,512.02	£ 12,347.38	£ 12,239.38	£ 11,330.45
Unity Trust Bank - EMR account	£ 4,856.09	£ 5,363.42	£ 5,363.42	£ 5,363.42
	<b>£ 15,368.11</b>	<b>£ 17,710.80</b>	<b>£ 17,602.80</b>	<b>£ 16,693.87</b>
Less Unpresented cheques				
Total of unpresented cheques	£ -	£ -	£ -	£ -
<b>Net Bank Balances as at</b>	<b>£ 15,368.11</b>	<b>£ 17,710.80</b>	<b>£ 17,602.80</b>	<b>£ 16,693.87</b>
<b>CASH BOOK</b>				
Balance as at 01.04.22	£ 13,265.69	£ 13,265.69	£ 13,265.69	£ 13,265.69
Plus Receipts	£ 4,783.29	£ 8,771.62	£ 8,771.62	£ 8,771.62
<b>Total</b>	<b>£ 18,048.98</b>	<b>£ 22,037.31</b>	<b>£ 22,037.31</b>	<b>£ 22,037.31</b>
Less Payments	£ 2,680.87	£ 4,326.51	£ 4,434.51	£ 5,343.44
<b>Grand Total</b>	<b>£ 15,368.11</b>	<b>£ 17,710.80</b>	<b>£ 17,602.80</b>	<b>£ 16,693.87</b>
Difference	£ -	-£ 0.00	-£ 0.00	£ -
Bank Balance as at	<b>31.12.22</b>			
Unity Trust Bank - Current account	£ 11,312.45			
Unity Trust Bank - EMR account	£ 5,380.80			
	<b>£ 16,693.25</b>			
Less Unpresented cheques				
Total of unpresented cheques	£ -			
<b>Net Bank Balances as at</b>	<b>£ 16,693.25</b>			
<b>CASH BOOK</b>				
Balance as at 01.04.22	£ 13,265.69			
Plus Receipts	£ 8,789.00			
<b>Total</b>	<b>£ 22,054.69</b>			
Less Payments	£ 5,361.44			
<b>Grand Total</b>	<b>£ 16,693.25</b>			
Difference	-£ 0.00			

**EARMARKED RESERVE ACCOUNT**

**2021/2022**

Date	Rec	Detail	Total	Election / Reserve	Repairs	War Memorial	Hedges / Footpaths
14.02.21	R	Election Reserves	£ 150.00	£ 150.00			
	R	Repairs	#####		£ 1,000.00		
	R	War Memorial	#####			£ 2,200.00	
	R	Hedges / Footpaths	#####				£ 2,200.00
	R	Election Reserves	£ -				
	R	Repairs	£ 50.00		£ 50.00		
	R	Hedges / Footpaths	£ 750.00				£ 750.00
05.05.21	R	T/f to Current accou	#####			-£ 2,200.00	
31.12.21	R	Bank Interest	£ 0.26				
31.03.22	R	Bank Interest	£ 2.25				
			#####	£ 150.00	£ 1,050.00	£ -	£ 2,950.00

**2022/2023**

**INCOME**

Date	Rec	Detail	Election / Reserve	Repairs	Hedges / Footpaths	Interest	SID	BALANCE
		Balance B/fwd	£ 150.00	£ 1,050.00	£ 2,952.51			
30.06.22	R	Bank Interest				£ 3.58		
22.07.22	R	SID					£ 650.00	
	R	Footpath			£ 50.00			
	R	SID					£ 500.00	
30.09.22	R	Bank Interest				£ 7.33		
31.12.22	R	Bank Interest				£ 17.38		
			£ 150.00	£ 1,050.00	£ 3,002.51	£ 28.29	£ 1,150.00	<u>£ 5,380.80</u>



F&LPC ACTUAL AGAINST BUDGET REPORT					
		Agreed 2022/23	Total Income / spend to Jan '23	Left in Budget as at Jan '23	Anticipated left in budget
<b>Income</b>	PRECEPT	7962	£ 7,962.00		
	OTHER INCOME / GRANT	0	£ 678.29		
	STREET CLEANING	465	£ -		
	VAT REFUND		£ 148.71		
	<b>TOTAL</b>	<b>8427</b>	<b>£ 8,789.00</b>		
<b>Exp.</b>					
Staff	Salary	4850	£ 4,008.36	£ 841.64	-£ 36.00
	Office Allowance	120	£ 100.00	£ 20.00	£ -
	<b>TOTAL</b>	<b>4970</b>	<b>£ 4,108.36</b>	<b>£ 861.64</b>	<b>-£ 36.00</b>
Adm.	Payroll	120	£ 120.00	£ -	£ -
	Office Expenses & Mileage	145	£ 134.43	£ 10.57	-£ 7.43
	Audit Fees	75	£ 70.00	£ 5.00	£ 5.00
	<b>TOTAL</b>	<b>340</b>	<b>£ 324.43</b>	<b>£ 15.57</b>	<b>-£ 2.43</b>
General	Footpath & Hedge cutting	50	T/F to EMR	£ -	£ -
	Street Lighting	290	£ 460.83	-£ 170.83	-£ 67.97
	Street Cleaning	180	£ -	£ 180.00	£ 180.00
	Insurance	265	£ 241.00	£ 24.00	£ 24.00
	PC Mag/EALC/NALC Subs	300	£ 197.40	£ 102.60	£ 102.60
	Training	0	£ 15.00	-£ 15.00	-£ 15.00
	Donations	1250	£ 1,000.00	£ 250.00	£ 250.00
	Election Expenses	0	£ -	£ -	£ -
	Poppy Wreath	25	£ -	£ 25.00	£ -
	Repairs inc. Tree works	0	£ -	£ -	£ -
	Bank Charges	72	£ 54.00	£ 18.00	£ -
	Website	35	£ 28.11	£ 6.89	£ 6.89
	Defibrillator	150	£ 135.00	£ 15.00	£ 15.00
	Traffic Calming scheme	500	T/F to EMR	£ -	£ -
	F&LPC Email account	0	£ 25.30		-£ 25.30
	<b>TOTAL</b>	<b>3117</b>	<b>£ 2,156.64</b>	<b>£ 960.36</b>	<b>£ 470.22</b>
	<b>GRAND TOTAL</b>	<b>8427</b>	<b>£ 6,589.43</b>	<b>£ 1,837.57</b>	<b>£ 431.79</b>
	VAT		£ 93.65		
	<b>Total:</b>		<b>£ 6,683.08</b>		

**FINANCE DECEMBER 2022 & JANUARY 2023 PAYMENTS****INCOME:**

<b>Chq No.</b>	<b>Invoice No.</b>	<b>Payee</b>	<b>Cost</b>	<b>VAT</b>	<b>Total</b>	<b>F&amp;L Ref</b>
		Unity Trust Bank - Service Charge	£ 18.00	£ -	£ 18.00	<b>95</b>
BACS	Dec '22	Kevin B. Money - Clerk salary	£ 324.22	£ -	£ 324.22	<b>96</b>
BACS	Dec '22	HMRC Tax on salary	£ 78.60	£ -	£ 78.60	<b>97</b>
BACS	2485	DM Payroll - 2nd. Payment	£ 60.00	£ -	£ 60.00	<b>98</b>
BACS	Jan '23	Kevin B. Money - Mileage + £1 coins	£ 38.00	£ -	£ 38.00	<b>99</b>
BACS	Jan '23	Kevin B. Money - Clerk salary	£ 324.22	£ -	£ 324.22	<b>100</b>
BACS	Jan '23	HMRC Tax on salary	£ 78.60	£ -	£ 78.60	<b>101</b>
BACS		EALC - Clerk Election Training	£ 15.00	£ 3.00	£ 18.00	<b>102</b>
BACS	Donation	Liston Grass Cutting	£ 400.00	£ -	£ 400.00	<b>103</b>
		<b>TOTAL:</b>	<b>£ 1,336.64</b>	<b>£ 3.00</b>	<b>£ 1,339.64</b>	