

# GOSFIELD PARISH COUNCIL

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14<sup>TH</sup> JUNE 2023

DEAR COUNCILLOR

YOU ARE SUMMONED TO ATTEND THE FORTHCOMING PARISH COUNCIL MEETING, OF GOSFIELD PARISH COUNCIL TO BE HELD ON **MONDAY 19<sup>TH</sup> JUNE 2023** AT THE PAVILION, THE PLAYING FIELD, CHURCH ROAD, GOSFIELD AT **7.15PM** FOR THE PURPOSE OF TRANSACTING THE BUSINESS SHOWN IN THE AGENDA.

THE PUBLIC AND PRESS ARE WELCOME TO BE PRESENT.



DIANE JACOB  
PARISH CLERK

## AGENDA

ITEM	PRESENTER	SUBJECT	STATUS
23/111	Chairman	<b>Welcome and Apologies for Absence.</b>	Decision
23/112	All Members	<b>Declaration of Interests.</b> To receive any disclosable pecuniary interests or non-pecuniary interests, or interests relating to items on the agenda. Members of the council are subject to the Local Authorities Code of Conduct.	Decision
23/113	All Members	<b>Public Participation Session with respect to items on the agenda and other matters that are of mutual interest.</b> Councillors are no longer permitted to make representation in the Public Forum if they have Disclosable Pecuniary Interests and /or other Pecuniary Interests on any items on the agenda as stated in the adopted Code of Conduct. The maximum time allowed for the public to participate, as stated in the Gosfield Parish Council Standing Orders, is 15 minutes in total with each person being invited to speak for a maximum of 3 minutes. At the close of this item members of the public will no longer be permitted to address the council unless the Chairman deems it appropriate and adjourns the meeting.	Information
23/114	All Members	<b>County and District Councillors to address the members if present.</b> County Councillor, District Councillor.	Information
23/115	All Members	<b>Co-option.</b> <b>Item 1.</b> To consider applicants and to co-opt candidates. <b>Item 2.</b> Co-opted candidates to sign acceptance of office. <b>Item 3.</b> Consent form to receive the Council Summons and agenda electronically. <b>Item 4.</b> Declaration of Interests form to be completed and sent direct to BDC within 28 days.	Decision
23/116	All Members	<b>Minutes.</b> <b>Item 1.</b> To confirm receipt of the draft minutes of the Annual Parish Meeting held on 15 <sup>th</sup> May 2023. <b>Item 2.</b> To confirm receipt of the draft minutes for Parish Council meeting held on 15 <sup>th</sup> May 2023.	Decision
23/117	All Members	<b>Planning Matters.</b> <b>Item 1. Planning updates.</b> <b>Item 2. New Planning Applications.</b> <b>Ref: 23/00795/FUL</b> <b>Description:</b> Application for the siting of 6 storage containers (B8 storage use) and retention of 18 storage containers. <b>Location:</b> Petersfield Farm Petersfield Lane Gosfield Essex CO9 1PU  <b>Ref: 23/01212/TPOCON</b> <b>Description:</b> Notice of intent to carry out works to trees in a Conservation Area: - Ash (T1) Fell the tree and grind the stump. <b>Location:</b> North Lodge Hall Drive Gosfield Essex CO9 1SX	Decision

		<p><b>Ref: 23/01236/TPO</b> Description: Notice of intent to carry out works to tree protected by Tree Preservation Order 23/82 - Silver Birch - Remove as it is causing our fence to collapse Location: 4 De Vere Place Gosfield Essex CO9 1FJ</p> <p><b>Ref: 23/01208/OUT</b> <b>Description:</b> Outline planning application with all matters reserved, except access, for the erection of 2 No. detached dwellings. <b>Location:</b> 17 Gosfield Road, Braintree, Essex</p> <p><b>Ref: 23/01403/HH</b> <b>Description:</b> Erection of a 4 bay cart lodge, log store and stable block, with proposed access way from existing driveway. <b>Location:</b> Gosfield Place Lodge The Street Gosfield Essex CO9 1TU</p> <p>To consider any other applications received.</p>	
23/118		<p><b>Accounts 2022/2023.</b> <b>Item 1.</b> To accept the Internal Auditors Report. <b>Item 2.</b> To confirm reclaim for VAT 2022/2023. <b>Item 3.</b> Approval of Governance Statement for 2022/2023 prior to submission to the Audit Commission.</p> <ol style="list-style-type: none"> <li>1. We have put in place arrangements for effective financial management during the year, and the preparation of the accounting statements.</li> <li>2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.</li> <li>3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.</li> <li>4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.</li> <li>5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.</li> <li>6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.</li> <li>7. We took appropriate action on all matters raised in reports from internal and external audit.</li> <li>8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have financial impact on this authority and, where appropriate, have included them in the accounting statements.</li> </ol> <p>Chairman and Clerk to sign.</p> <p><b>Item 4.</b> Approval of Accounting Statements for 2022/2023 prior to submission to the Audit commission. Chairman and RFO to sign. <b>Item 5.</b> Year End Bank Reconciliation for 2022/2023 prior to submission to the Audit Commission. Chairman and Clerk to sign. <b>Item 6.</b> To confirm the notice of public rights and publication of annual governance and accountability return will be displayed between 26<sup>th</sup> June 2023 and 4<sup>th</sup> August 2023.</p>	Decision
23/119	All Members	<p><b>Financial Matters.</b> <b>Item 1.</b> Budget Figure for Handyman. <b>Item 2.</b> Authorisation and approval for parish clerk to update the Gosfield Parish Council Address at Land Registry using our Pavilion address and parish clerk e mail address. As we need a resolution signed to send to land registry on letterhead paper. <b>Item 3.</b> Approve accounts for payment.</p>	Decision
23/120	All Members	<p><b>Matters Arising from previous minutes.</b> <b>Item 1.</b> Previous Minute No. 21/118 Playing Field Management Committee - To consider and approve the revised constitution. <b>Item 2.</b> Previous Minute No. 22/029 woodland known as The Lodge Plantation, Gosfield parcel of land for inclusion into the Nature Reserve, update. <b>Item 3.</b> Community Shop – update. <b>Item 4.</b> Previous minute no. 22/162 The Street/Hedingham Road Hedges overhanging pavement – update.</p>	Decision

		<b>Item 5. Previous minute no. 22/208 Village pump – update.</b>	
23/121	All Members	<b>Neighbourhood Plan.</b> To confirm 4 Cllrs required to be on the committee as 3 Cllrs required to attend meetings to be quorate for meetings to be held. To discuss terms of reference. Update.	Decision
23/122	All Members	<b>RoSPA.</b> To discuss and consider the RoSPA inspection report.	Decision
23/123	All Members	<b>Salt Bag Partnership Scheme for Winter 2022/23.</b> To consider if the Parish Council would like salt for the winter.	Decision
23/124	All Members	<b>1st Gosfield Scout storage shed</b> The proposal is to have something like the present one and place it back-to-back with the existing one, camping equipment in one and day to day equipment in the other.	Decision
23/125	All Members	<b>1st Gosfield Scout</b> To discuss and consider to approve the burial of a time capsule by the Scouts, Cubs and Beavers beside the Scout Shed. This will contain Scouting type memorabilia and information about the local group.	Decision
23/126	All Members	<b>Essex County Council Highways – Proposal for Improved Road Safety in Gosfield.</b> <b>Stage 1:</b> Organise a petition within the village to be signed by all concerned parties. <b>Stage 2:</b> Video all areas of concern and highlight dangers, hazards and risks to pedestrians and drivers. <b>Stage 3:</b> Present to District, County representatives and MP.	Decision
23/127	All Members	To receive reports from outside bodies, training courses, village representatives, and Parish Council working groups.	Information
23/128	All Members	Vote to suspend Standing Order 7 (a) as follows: - 7. PREVIOUS RESOLUTIONS a) A resolution shall not be reversed within six months except either by a special motion, which requires written notice by at least 3 councillors to be given to the Proper Officer in accordance with standing order 7. To revisit item - previous minute number 23/087 Council meeting May 2023.	Decision
23/129	All Members	<b>Weathersfield Airbase Scrutiny Committee.</b> To discuss and consider if Damien O'Connor should also be nominated to serve on the Weathersfield Airbase Scrutiny Committee as a representative of Gosfield Parish Council, or not. Current representative is Cllr Strudwick.	Decision
23/130	All Members	<b>New Items for next agenda.</b> Please note that no decisions can be lawfully made under this item, LGA 12 10 (2) (b) states that business must be specified therefore the council cannot lawfully raise matters for decision.	Information
23/131	All Members	<b>To exclude the press and public.</b> Public Bodies (Admission to Meetings) Act 1960 'That the public be excluded from the meeting during consideration of Agenda Items 23/132, 23/133, 23/134 and 23/135 on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business subject to the public bodies admission to meetings Act 1960 Section 1 Sub-section 2.n Resolution to exclude members of the press and public.	Decision
23/132	All Members	<b>Allotments.</b> To consider quotes to strim the grass paths around the allotment plots.	Decision
23/133	All Members	<b>Gosfield Nature Reserve Management Contract.</b> To review and consider agreement/contract with Westover Woodlands.	Decision
23/134	All Members	<b>Community Shop.</b> "Shop Lease" To discuss and consider to agree and approve.	Decision
23/135	All Members	<b>Car Park</b> To discuss and consider a quote to prepare a specification for the drainage and car park surfacing.	Decision
23/136	All Members	<b>Date of Next Meeting.</b> Next Parish Council Meeting 17 <sup>th</sup> July 2023 (7.15pm).	Information