

MINUTES OF GOSFIELD PARISH COUNCIL VIRTUAL MEETING

HELD ON

MONDAY 26th April 2021

(Due to the Coronavirus and Government advice this virtual meeting was held by Microsoft Teams)

Item 21/062 on the agenda - The Press and Public were invited to e-mail, contact/send comments to the Parish Clerk

Present:

Cllr Bob Waters (Chairman)

Cllr Tricia Edwards (Vice-Chairman)

Cllr Jo Beavis

Cllr Mark Bloomfield

Cllr Joanne Colyer

Cllr Sam Cowie

Cllr Carol Hough

Mrs Diane Jacob (Parish Clerk)

Cllr Sara Moutard

Cllr Maggie Pawsey

Cllr Peter Schwier

No members of the public

This meeting was audio recorded by Cllr Bloomfield.

21/0060 One-minute silence for HRH The Prince Philip the Duke of Edinburgh, this is why the April Parish Council meeting was postponed for one week. **Welcome and Apologies for Absence.** The Chairman welcomed everyone to this virtual meeting, no apologies received.

21/061 Declaration of Interests.

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. Received from Cllr Colyer regarding item 21/067 item 5 and 21/069, Cllr Waters 21/065 Item 1 and 21/069, Cllr Moutard 21/065 item 1, Cllr Pawsey item 21/065 ref 21/00726/FUL.

21/062 Public Participation Session with respect to items on the agenda and other matters that are of mutual interest.

None.

21/063 County and District Councillors to address the members if present.

Report from Cllr Beavis – 96% of parents have received first or second choice preference for schools. Covid – Director of Public Health slowly opening up following guidance, keeping safe libraries, open spaces reopening. ECC and BDC still continuing virtually until September. Climate Commission public consultation about to close expecting results shortly, planting more trees encouraging cycling, walking etc in the future. ECC Highways prioritising PR1 main roads – bigger patching work, defects, potholes more activity of work being carried out in the area.

Report received from Cllr Schwier as follows: Braintree/Halstead/Witham libraries are opening for Covid tests. E scooters trial now on in Braintree data on going, Braintree town centre refurbishment and Manor Street continuing, street markets starting up virtually to boost online shopping. BDC local elections on line information postal votes have risen. AGM at BDC has taken place.

21/064 Minutes.

Item 1 The minutes of the virtual Parish Council meeting held on 15th March 2021 were confirmed and approved.

Proposed by Cllr Edwards, seconded by Cllr Pawsey, all in favour, resolution passed.

Item 2. The minutes of the virtual Personnel Committee Meeting held on 26th March 2021 Deferred until the next meeting as Cllr Bloomfield expressed concern that they were not a true and accurate record of the meeting Cllr Bloomfield to send an e-mail with an explanation to all members of the Personnel Committee.

Personnel Committee Meeting (original date of 16th April 2021 changed to 23rd April due to the death of HRH The Prince Philip the Duke of Edinburgh) minutes of virtual meeting were confirmed and approved.

Proposed by Cllr Edwards, seconded by Cllr Waters, all in favour, resolution passed.

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Signed.....

Chairman of the Parish Council

Date: 24th May 2021

21/065 Planning Matters.

Item 1. Planning updates.

Outline Permission Ref 17/01066/OUT Land To The West Of Hedingham Road, Gosfield. S106 Schedule 3 Clause 2 S106 agreement is between the developers and BDC, however, the Parish Council and the developers are in the process of consultations on the S106 agreement. Discussion with BDC has been made by the Parish Council, awaiting further information from the developers. Information received late in the day so this item to be on the next agenda.

Ref: 21/00712/VAR

Location: **Playing Field Church Road Gosfield Essex**

Description: Variation of Condition 2 (Approved Plans) of permission

19/01993/FUL granted 04/12/2020 for: Proposed extension to the Playing Field Pavilion for the use of a Community Shop and alterations to roof. Variation would allow to extend the depth of the extension to the west elevation by 1m, alterations to fenestration and internal layout changes.

Decision expected this week.

Item 2. Planning applications and TPO.

Ref: 21/00616/FUL

Location: 69 Halstead Road Gosfield Essex CO9 1PG

Description: Proposed Replacement Two Storey Dwelling & Cartlodge

No Objection

Proposed by Cllr Beavis, seconded by Cllr Waters, Cllr Edwards, Cllr Cowie, Cllr Colyer, Cllr Moutard, Cllr Hough, Cllr Pawsey in favour, resolution passed.

Cllr Bloomfield objected – Overdevelopment of the area.

Ref: 21/00513/FUL

Location: 53 Halstead Road Gosfield Essex CO9 1PG

Description: Demolition of existing dwelling and erection of 1 No. 3 bedroom & 2 No. 4 bedroom dwellings and new access.

Objection

Overdevelopment of the area, not in keeping with the street scene, shared drives proposed – Highway access issues.

Proposed by Cllr Pawsey, seconded by Cllr Bloomfield, all in favour, resolution passed.

Ref: 21/00726/FUL

Location: Land South Of The Limes Gosfield Essex

Description: Erection of 19 dwellings with associated access, parking.

Objection – overdevelopment of the area and only 7 affordable houses

Proposed by Cllr Bloomfield, seconded by Cllr Moutard, Cllr Colyer, Cllr Cowie, Cllr Hough in favour, resolution passed.

However, this application better than the previous applications

Cllr Beavis, Cllrs Waters and Cllr Edwards abstained.

Ref: 21/00797/TPOCON

Location: North Lodge Hall Drive Gosfield Essex CO9 1SX

Description: Notice of intent to carry out works to tree in a Conservation Area- Sorbus - Cut down as its too big for location and is growing towards the house.

No objection

Proposed by Cllr Hough, seconded by Cllr Pawsey, all in favour, resolution passed.

Ref: 21/00326/HH

Location: Church Cottage Church Road Gosfield Essex CO9 1UD

Description: Demolition of existing conservatory, outbuilding and removal of storage container. Replacement with single storey extension to bungalow and outbuilding.

No objection

Proposed by Cllr Pawsey, seconded by Cllr Bloomfield, all in favour, resolution passed.

Ref:21/00003/HH

Location: Conversion of existing double garage with extension to form dependant person's accommodation.

Description: Whitehouse Church Road Gosfield, Essex CO9 1TL

Application already granted by BDC

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Signed.....

Chairman of the Parish Council

Date: 24th May 2021

Ref: 21/00666/HH

Location: 4 Highlands Gosfield Essex CO9 1PH

Description: Increase the height of eaves to side extension, change right hand gable end wall to solid wall and substitute rear facing window to side extension with double doors.

No objection

Proposed by Cllr Pawsey, seconded by Cllr Beavis, all in favour, resolution passed.

Ref: 21/00754/TPO

Location: 19 Greenways Gosfield Essex CO9 1TW

Description: Notice of intent to carry out works to trees protected by Tree

Preservation Order 23/82 - Sycamore (T1) Fell to stump. Has a Ganoderma at the base

Sycamore (T2) Reduce height by 3 metres and cut back for 2 metres of clearance from the house. To pull this tree out of the wind throw when it stands alone, Robinia

(T3) Formative prune to remove crossing/rubbing branches, Sycamore (T4) No work

Sycamore (T5) Prune to provide 2 metres of clearance of the neighbour's house/roof,

Sycamore (T6) Crown lift to remove the lowest 7 branches overhanging the garden from the neighbour's tree to reduce shading, Willow (T7) crown reduction of 2 metres

to control new growth, Cedar (T8) crown clean and crown thinning of 15% to reduce weight on dense elongating branches.

No objection – To add comment to remove all stumps and to take into consideration the bird nesting season –

Proposed by Cllr Hough, seconded by Cllr Waters, all in favour resolution passed.

To consider any other applications received.

Ref: 21/00974/FUL

Location: Beardswood Farm Parkhall Road Gosfield Essex CO9 1SQ

Description: Replacement dwelling & garage -Revised scheme

No objection – to add comment to protect the existing front boundary with a hedgerow.

Proposed by Cllr Waters, seconded by Cllr Bloomfield, all in favour, resolution passed.

Ref: 21/00972/FUL

Location: Land Adjacent White Ash House Braintree Road Gosfield

Description: Change of use of land to facilitate residential curtilage to incorporate a shared access to serve the two dwellings approved under 19/01931/OUT and an ancillary equestrian use, new driveway, and relocation of existing stables.

No objection

Proposed by Cllr Bloomfield, seconded by Cllr Hough, all in favour, resolution passed.

Ref: 21/01189/TPOCON

Location: Mortyn House The Street Gosfield Essex CO9 1TU

Description: Notice of intent to carry out works to tree in a Conservation Area- Twisted Willow (T1) at front of house- Prune 4m off top as it 's is excessively tall at 11m, far beyond recommended and above power/telephone cables.

No objection - To add comment to take into consideration the bird nesting season.

Proposed by Cllr Waters, seconded by Cllr Hough, all in favour resolution passed.

Ref: 21/01311/TPOCON

Location: Kitani Lodge The Street Gosfield Essex CO9 1TU

Description: Notice of intent to carry out works to tree in a Conservation Area - Removal of large leylandii - roots are badly affecting pond

No objection - To add comment to take into consideration the bird nesting season.

Proposed by Cllr Waters, seconded by Cllr Colyer, all in favour resolution passed.

Ref: 21/00615/FUL

Location: 17 Gosfield Road, High Garret

Description: 4 no. new dwellings, new access from Gosfield Road and associated development

Objection

Overdevelopment of the area, Highway structure not sufficient.

Proposed by Cllr Beavis, seconded by Cllr Pawsey, all in favour, resolution passed.

21/066 Financial Matters.

Approve accounts for payment.

Gosfield Parish Council						
Payment Approval & Reporting						
Council Meeting 26 April 2021						
Supplier	Invoice Date	Total Payable	VAT Input Tax Recoverable	Net Cost to GPC	Grant/ Amount Recoverable	Brief Description of Supply
For approval and payment						
Tesco	10.4.21	23.30	3.88	19.42		Cleaning materials - pavilion toilets
e-on	1.4.21	490.62	23.36	467.26		Streetlight electricity
HandyKing	10.4.21	100.00		100.00		Clear rubbish/handdryer in pavilion men's toilets/vehicle acces to play area.
David Self Tree Surgery	7.4.21	160.00		160.00		Raise up trees overhanging Hall Drive
EALC	1.4.21	412.14		412.14		EALC/NALC Affiliation fees
Paul Clark Printing	30.3.21	359.00		359.00		Parish magazine printing
A & J Lighting	30.3.21	71.94	11.99	59.95		Replacement light fitting outside social club, no 13
MD Landscapes Ltd	26.3.21	501.60	83.60	418.00		Grass cutting x 2, all areas
Edward Parsley Assoc	6.4.21	480.00	80.00	400.00		Revised drawings re shop extension to pavilion
Viaan Enterprise Ltd	8.4.21	10.99	1.83	9.16		Disposable gloves for toilet cleaner
Total		2609.59	204.66	2404.93	0.00	
Reported under Financial Regulation 5.6						
Payments, which are approved annually, made during the period 16.3.21 to 26.4.21						
e-on	2.4.21	140.09	0.42	8.47	131.20	Pavilion electricity
Payroll costs incl PAYE and pensions		1258.45		1258.45		Monthly salaries and employment costs (March)
Payroll costs incl PAYE and pensions		1198.56		1198.56		Monthly salaries and employment costs (April)
Previously Approved payments paid during the month						
Total Payments		5206.69	205.08	4870.41	131.20	

Proposed by Cllr Bloomfield, seconded by Cllr Pawsey, all in favour, resolution passed.

21/067 Matters Arising from previous minutes.

Item 1. Highways Issues update by Cllr Beavis, including the kerbs at Greenfields.

Blocked drains through Gosfield, The Street Braintree Road reported on 2/9/20 to Highways ref 2678143 – ongoing.

Item 2. Bus Shelter request, little or no hardstanding, request passed onto Highways – ongoing.

Item 3. Previous minute no. 20/135 – Salt bin at the end of the Limes – ongoing.

Item 4. Special Constables – ongoing.

Item 5. The Gosfield Community Shop – Continuing to do very well.

Item 6. Plans for extension onto the Pavilion – update/Building Regs ongoing.

Item 7. Fund Raising for the pavilion - ongoing.

Item 8. Local Pan – ongoing.

Item 9. E-mail Address – Cllr Beavis to set up and use Gosfield Parish Council dedicated e-mail address.

Item 10. Neighbourhood Plan – update by Cllr Bloomfield

- Business Survey – results now being circulated
- Designation – confirmation letter received from BDC
- Dedicated website – now up and running, over 100 hits in first month
- Funding strategy – application to be completed, ongoing.

Thanks expressed to Cllr Bloomfield for all his effort in taking on and implementing the process to work towards a Neighbourhood Plan for Gosfield.

Item 11. Car Park – ongoing.

Item 12. Previous Minute No. 20/011 - The Old Village sign – ongoing, to consider quote for new one.

Item 13. Previous Minute No. 21/027 Hedging.

To consider hedging the playing field, from the play area to Hall Drive, approximate cost of hedging £1400.00 balance to come out of the 2020/21 Pavilion and Playing Field repairs budget majority to come from grants. This item to be on the next agenda.

Item 14. Play area – reseed the area awaiting rain and for it to grow before purchasing bark.

21/068 Playing Field Management Committee.

Item 1. To discuss the formal legal licence agreement for the playing field management committee to remain a separate organisation.

Item 2. To receive a report from Cllr Hough, Cllr Pawsey or Cllr Bloomfield.

No meetings have taken place to no further update – to be on the next agenda.

21/069 Church.

The Church would like to request a donation from the Parish Council – the Parish Council have no powers to grant a request. Proposed that the Parish Council do not make a donation as it has no powers to do so by Cllr Edwards, seconded by Cllr Pawsey, Cllr Hough, Cllr Cowie in favour, resolution passed.

Cllr Waters voted for, Cllr Bloomfield, Cllr Beavis, Cllr Moutard and Cllr Colyer abstained.

21/070 To receive reports from outside bodies, training courses, village representatives, and Parish Council working groups.

Idox Software Ltd Helping Local Councils secure external funding - attended by Cllr Waters and Cllr Edwards – more information item to be on the next agenda to be discussed further.

21/071 Litter Bins.

To purchase 4 new Topsy Royal litter bins at a cost of £197.71 including VAT plus ground lock fixing £27.51 each. £167.00 to be taken from Dog and Litter Bins budget, two bins from the Playing Field Repair Budget and one bin from General Maintenance Budget.

New bins to be located as follows:

1 bin entrance of Greenfields currently metal bin has the bottom out – 1 opposite the hair dressers bottom also rotted away – 2 new bins to be located at the playing field between the skate ramp and the beacon.

Proposed by Cllr Hough, seconded by Cllr Edwards, all in favour, resolution passed.

21/072 Fete Committee Request.

To allow the fete committee to host a social gathering for the village on the playing field on Saturday, 11 September 2021 with a bar/food/music. Subject to any Covid restrictions in place.

Proposed by Cllr Bloomfield, seconded by Cllr Edwards, all in favour, resolution passed.

21/073 Items for next agenda.

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.

Cllr Pawsey left the meeting.

21/074 To Exclude the Press and Public.

Public Bodies (Admission to Meetings) Act 1960

‘That the public be excluded from the meeting during consideration of Agenda Item 21/075 and 21/076 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 - Cllr Bloomfield stopped recording the meeting. Cllr Schwier left the meeting.

Proposed by Cllr Edwards, seconded by Cllr Waters, all in favour, resolution passed.

21/075 Personnel Matters.

Clerk confirmed staff appraisals have been carried out.

To confirm Clerks Annual Appraisal.

1. It was resolved that the Clerk’s salary be calculated by reference to Salary Scale LC2 point 17 (currently LC2 point 16). Based on NALC 2020, this would be subject to any backdating required when NALC issue the new pay scales effective 1 April 2021.

2. Clerks expenses. It was agreed that the Clerk would make a monthly expense claim for expenditure incurred in carrying out her duties. The current round sum expense allowance would not be paid. Councillors would monitor the expense claims.

3. Pension. The Clerk had advised the Council that she had investigated the current pension arrangements and she believed it would not be beneficial for her to continue in the Workplace Pension Scheme. Hence, she proposed to opt out of the scheme. Councillors agreed an addition of 10p per hour if the Clerk did not wish to be included within the Workplace Pension Scheme.

Parish Clerk’s Contract of employment - new one to be produced to reflect the changes.

Proposed by Cllr Waters, seconded by Cllr Edwards, all in favour, resolution passed.

21/076 Payroll Contract.

To renew the contract from the payroll provider.

Proposed by Cllr Edwards, seconded by Cllr Bloomfield, all in favour, resolution passed.

21/077 Date of Next Meeting.

Parish Council Meeting for May moved forward by one week to the 24th May 2021, as April was delayed by a week. Proposed by Cllr Edwards, seconded by Cllr Beavis, Cllr Waters, Cllr Hough, Cllr Cowie, Cllr Moutard, Cllr Colyer, Cllr Pawsey in favour, Cllr Bloomfield against.

Resolution passed – next meeting to be held on 24th May 2021.

Meeting Closed at 9.04pm