

MINUTES OF GOSFIELD PARISH COUNCIL MEETING  
HELD ON  
MONDAY 17<sup>th</sup> APRIL 2023  
HELD AT THE PAVILION, THE PLAYING FIELD, CHURCH ROAD, GOSFIELD AT 7.15PM

**Present:**

Cllr Tricia Edwards (Chairman)  
Cllr Bob Waters (Vice-Chairman)  
Cllr Mark Bloomfield  
Cllr Joanne Colyer  
Cllr Carol Hough  
Cllr Sara Moutard  
Cllr Maggi Pawsey  
Mrs Diane Jacob (Parish Clerk)

Three members of the public.

**23/057 Welcome and Apologies for Absence.** The Chairman welcomed everyone.  
No apologies for absence received.

**23/058 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. A non-pecuniary interest (Para 8.1 of Gosfield Parish Council's code of conduct) was received and accepted from Cllr Moutard relating to agenda item 23/062 Planning updates ref 22/01721/VAR, Cllr Colyer and Cllr Edwards relating to agenda item 23/064 item 4 the community shop.

**23/059 Public Participation Session with respect to items on the agenda and other matters that are of mutual interest.**

No comments made.

**23/060 County and District Councillors to address the members if present.**

None present.

**23/061 Minutes.**

**Item 1.** To confirm receipt of the draft minutes of the Parish Council Meeting held on 20<sup>th</sup> March 2023.

They were approved as a true and accurate record and signed by the Chairman.

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

**Item 2.** To confirm receipt of the draft minutes Annual Parish Assembly held on 27<sup>th</sup> March 2023.

They were approved as a true and accurate record and signed by the Chairman.

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

**23/062 Planning**

**Item 1. Planning updates.**

Land To The West Of Hedingham Road Gosfield Essex

Description of Development: Variation of Condition 1 (Approved Plans) of permission

20/00653/REM granted 19.03.2021 for: Application for approval of reserved matters (layout, appearance, scale and landscaping) of outline planning consent 17/01066/OUT for the erection of 35 dwellings. Variation would allow for: Erection of studio garage. Planning Application Ref: 22/01271/VAR

To note: - This application has gone to appeal.

**Item 2. New Planning Applications.**

**Ref:** 23/00647/VAR

**Description:** Variation of Condition 1 (Approved Plans) of approved application 20/00500/REM granted 05.05.2021 for: Application for approval of Reserved Matters (appearance and landscaping) of outline planning consent 17/00119/OUT - Demolition of existing buildings and hardstanding and construction of 8 no. new dwellings together with new vehicular access onto New Road and associated development. Variation would allow for:

- Amendment to finishes to Plots 02, 05, 06 and 08
- Removal of external chimney stacks but retain stacks above roof line to Plots 02 and 05
- Replacement of render with cement board cladding to Plots 06 and 08

**Location:** Land Rear Of 10 New Road Gosfield Essex

No objection

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

**Ref:** 23/00710/TPOCON

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

T1 - Walnut Tree -Crown Reduction 0.5-1m

**Location:** Lambourne Hedingham Road Gosfield Essex CO9 1PJ

No objection

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

**Ref:** 23/00578/TPOCON

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

Cherry - reduce by 2.5 - 3m, Laburnum - reduce by 1m, Purple plum - reduce roughly to previous points (1.5m).

**Location:** 44 Edmund Green Gosfield Essex CO9 1UF

No objection

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

**Ref:** 23/00830/HH

**Description:** Single storey rear extension

**Location:** Church Cottage Church Road Gosfield Essex CO9 1UD

No objection

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

**Ref:** 23/00326/ELD

**Description:** Application for Certificate of Lawfulness for an existing use Swimming pool/changing rooms converted into a self-contained dwelling for 10+ years.

**Location:** Dwelling At Shardlowes Farm Hedingham Road Gosfield

No comment

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

**Ref:** 23/00854/HH & 23/0855/LBC

**Description:** Single storey rear link extension

**Location:** 1 Park Cottages The Street Gosfield Essex CO9 1ST

No objection

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

Ref: 23/00675/TPO

Description: Notice of intent to carry out works to trees protected by Tree Preservation Order TPO - Reference: 23/82 - A1 Cut back overhanging branches on Oak tree by approximately 2 metres to the boundary of 84 Edmunds Green.

Location: Gosfield Nature Reserve Halstead Road Gosfield Essex

No objection

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

23/063 Financial Matters.

Item 1.

Neighbourhood Plan. RCCE have now submitted a revised quote which is for £1,500.00 (5 days work at £250 plus VAT). The grant that we have been given by Groundwork is for £1,380.00. The only sum that we have spent so far out of this is the subscriptions for the website etc. (£288.00). We had originally budgeted for £600 for the data analysis and £600 for leaflet production and printing.

The leaflets haven't and aren't going to be done which means that we can apply to have that £600 funding switched to the data analysis but it still leaves us £300 short. Under which heading will £300.00 be transferred to the Neighbourhood Plan heading in the Parish Council budget?

It was agreed for the £300.00 to be taken out of general reserves.

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

Item 2. Approve accounts for payment.

Gosfield Parish Council						
Payment Approval & Reporting						
Council Meeting 17 April 2023						
Supplier	Invoice Date	Total Payable	VAT Input Tax Recoverable	Net Cost to GPC	Grant/ Amount Recoverable	Brief Description of Supply
<b>For approval and payment</b>						
Hedingham School	21.3.23	22.50			22.50	750 Kings Coronation flyers
Hedingham School	22.3.23	28.89			28.89	Certificates/posters re Kings Coronation
Richard Edwards Group	21.3.23	104.40	17.40	87.00		Payroll bureau
Paul Clark Printing	3.4.23	464.00		464.00		Grapevine printing
Mrs D Jacob	31.3.23	60.53		60.53		Clerks expenses
Npower	5.4.23	527.47	25.12	502.35		Streetlight electricity
EALC	3.4.23	430.71		430.71		EALC/NALC affiliation fees
Tesco	13.4.23	19.80	3.30	16.50		Cleaning products for pavilion toilets
Ian Scott	12.4.23	150.00			150.00	DJ for Kings Coronation celebrations
<b>Total</b>		<b>1808.30</b>	<b>45.82</b>	<b>1561.09</b>	<b>201.39</b>	
<b>Reported under Financial Regulation 5.6</b>						
<b>Payments, which are approved annually, made during the period 20.3.23 to 17.4.23</b>						
e-on		500.39	3.33	16.67	480.39	
Payroll costs		1416.96		1416.96		
<b>Previously Approved payments paid during the month</b>						
<b>Total Payments</b>		<b>3725.65</b>	<b>49.15</b>	<b>2994.72</b>	<b>681.78</b>	

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

23/064 Matters Arising from previous minutes.

Item 1. Previous Minute No. 21/118 Playing Field Management Committee - To consider and approve the revised constitution. Ongoing, to be on the next agenda.

Item 2. Previous Minute No.21/192 Footpath Maps –The final draft was approved, before printing.

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

**Item 3.** Previous Minute No. 22/029 woodland known as The Lodge Plantation, Gosfield parcel of land for inclusion into the Nature Reserve, no update.

**Item 4.** Community Shop – opening date to be early May. It was agreed in principal that 6 bollards near the front of the shop/playing field could be installed and that a garden area near the tractor shed around the back area could be constructed.

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

**Item 5.** Previous minute no. 22/162 The Street/Hedingham Road Hedges overhanging pavement – reply from ECC Highways - We have inspected this issue but it is not yet resolved as we are liaising with a residents. landowner or other third-party who may have some responsibility.

**Item 6.** Previous minute no. 22/208 Village pump – no update.

**Item 7.** Previous minute no. 22/221 Old village sign – work underway to be completed.

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

**Item 8.** Speed Camera Previous minute no. 22/031 – To note that the speed camera has been sent away for re-calibration we will be notified when it has been returned.

### **23/065 Neighbourhood Plan.**

Update by Cllr Moutard, RCCE are carrying out the analysis but it is proving to be a bit more complex than they originally anticipated. Hopefully the RCCE will be able to let us have the report within the next 3 to 4 weeks.

### **23/066 New Village Sign.**

The new village sign requires to be twisted round facing the correct position. It was agreed to accept a quote for £150.00.

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

### **23/067 Memorial Plaque and Apple Tree.**

To consider a request by a member of the public to change a plaque on a bench and to grant permission to plant an apple tree. Unfortunately, the bench has been vandalised and had to be removed. Clerk to contact the member of the public to see if they would like to install a new bench and plaque. It was discussed and voted against an Apple tree on the Playing field as the Parish Council do not wish to set a precedent for memorial trees on the field. Maybe in the future this could reconsidered to be planted on the donated open space land at Meadway if agreed by the Parish Council in the future. Clerk to discuss with the member of the public.

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

**23/068** To receive reports from outside bodies, training courses, village representatives, and Parish Council working groups.

The Parish Council would like to pay tribute to Glyn Roberts for his long service to the community.

Wethersfield Airbase prison – update BDC have taken out a high court injunction.

### **23/069 New 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.

Co-option

Price for the purchase of a Footpath Map

To reconsider/confirm the date for the June Parish Council meeting.

Fencing around the Playing Field boundary.

### **23/070 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 Items 23/071, 23/072, 23/073 and 23/074 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.

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

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Signed.....

**Chairman of the Parish Council**

**Date: 15<sup>th</sup> May 2023**

**23/071 Payroll Contract.**

It was discussed and agreed to accept the new contract from the payroll provider.  
Proposed by Cllr Bloomfield, seconded by Cllr Pawsey, all in favour, resolution passed.

**23/072 Tree Quotes.**

To consider and discuss quotes for the tree works recommended in the tree survey/report. A quote for £320.00 was agreed.  
Proposed by Cllr Bloomfield, seconded by Cllr Edwards, all in favour, resolution passed.

**23/073 Pavilion.**

To consider and discuss quote for improvements to the pavilion changing rooms - replace toilets, new shower heads, painting and new floor covering - in the changing rooms. It was agreed to accept the cheapest quote at a total cost of £3420.00 for the toilets, shower heads, painting and to see if they can match the price of the cheaper flooring quote at a total cost of £6018.00 so the total overall cost would be £9438.00 this to be taken from the sinking fund.  
Proposed by Cllr Pawsey, seconded by Cllr Waters, all in favour, resolution passed.

**23/074 Playing field Drainage and Car Park.**

**Item 1.** Playing field drainage to discuss report. Various options of drainage were discussed, item to be on the next agenda.  
**Item 2.** The Car Park - Item to be on the next agenda.

**23/075 Date of Next Meeting.**

Next Meeting – Annual Parish Meeting followed by Parish Council Meeting 15<sup>th</sup> May 2023 (7.15pm) in the Pavilion.

Meeting Closed at 8.10pm.