

MINUTES OF GOSFIELD PARISH COUNCIL MEETING
HELD ON
MONDAY 21st AUGUST 2023
AT THE PAVILION, THE PLAYING FIELD, CHURCH ROAD, GOSFIELD AT 7.15PM

Present:

Cllr Tricia Edwards (Chairman)
Cllr Bob Waters (Vice-Chairman)
Cllr Jo Colyer
Cllr Richard Edwards also (RFO)
Cllr Tony Farrelly
Cllr Carol Hough
Cllr Maggie Pawsey
Cllr Tony Strudwick
Cllr John Willis
Mrs Diane Jacob (Parish Clerk)

Six members of the public.

23/162 Welcome and Apologies for Absence. The Chairman welcomed everyone, no apologies for absence.

23/163 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) received and accepted from Cllr Strudwick relating to agenda item 23/167 planning matters ref: 23/00998/HH and 23/0169/HH and Cllr T. Edwards, Cllr Waters and Cllr Colyer relating to agenda item 23/173 and 23/181 relating to the community shop.

23/164 Public Participation Session with respect to items on the agenda and other matters that are of mutual interest.

Members of the public raised concerns regarding speeding along the Braintree Road from the High Garrett traffic lights into the village, not sure why but there are various speed limits along this road 60mph, 40mph and 30mph, not safe for pedestrians to walk along the verge to the bus stop or children walking to school as it is very overgrown with vegetation. Cllr Siddall has been and investigated this area and is fully aware of the ongoing issue several accidents along this road one last night with a car going off the road and into the ditch. The village fete committee would like permission to use the playing field next year on 6th July (this item to be on the next agenda).

A member of the public did not agree with the co-option process and said that members of the public should not have been excluded from that part of the meeting. The Chairman and Parish Clerk both explained that advice about the process had been received and taken from the EALC and the correct process followed accordingly.

The Chairman expressed thanks to the Rowson Perpetual Memorial Fund for £2,000.00 donation towards the children's play area.

23/165 County and District Councillors to address the members if present.

Cllr Schwier and Cllr Siddall not present.

23/166 Minutes.

Item 1. To confirm receipt of the draft minutes for Parish Council meeting held on 17th July 2023.

Proposed by Cllr Willis, seconded by Cllr Strudwick, all in favour resolution passed.

Item 2. To resolve that the minutes for Parish Council meeting held on 17th July 2023 be signed as a true and accurate record. Proposed by Cllr Hough, seconded by Cllr Pawsey, Cllr Colyer, Cllr T. Edwards, Cllr R. Edwards, Cllr Farrelly, Cllr Waters and Cllr Willis in favour, Cllr Strudwick abstained (as they are not verbatim word for word of the meeting but an edited version) resolution passed.

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Signed.....
Chairman of the Parish Council

Date: 18th September 2023

23/167 Planning Matters.

Item 1. Planning updates.

Item 2. New Planning Applications.

Cllr Strudwick left the meeting.

Ref: 23/00998/HH

Description: Part removal of the north east boundary wall to facilitate the formation of a new driveway, including dropped kerb

Location: 8 Greenfields Gosfield Essex CO9 1TR

No objection

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

Cllr Strudwick returned to the meeting.

Ref: 23/01822/HH

Description: Erection of 1.5 storey rear extension, 2no. roof lights, 2no. side roof dormers and 1no. additional window

Location: Bournebrook The Street Gosfield Essex CO9 1TU

No objection

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

Ref: 23/01876/TPO

Description: Notice of intent to carry out works to trees protected by Tree Preservation Order TPO - 11/78

Oak (T1) Crown lift and cut back lower branches to provide a minimum clearance

2 metres to the house and roof. Reduce the lowest branch growing towards the patio by 2metres. Lime (T2)

Pollard the tree to the previous cuts.

Location: North Lodge Hall Drive Gosfield Essex CO9 1SX

No objection

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

Ref: 23/01283/TPOCON

Description: Notice of intent to carry out works to trees in a Conservation Area - T1-Ash, T2-Maple- Cut back trees overhanging boundary up to 2.5 m

Location: 6 The Firs The Street Gosfield Essex CO9 1SU

No objection

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

Cllr Strudwick left the meeting.

Ref: 23/01629/HH

Description: Single storey rear extension

Location: Whitehouse Church Road Gosfield Essex CO9 1TL

No objection

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

Cllr Strudwick returned to the meeting.

Ref: 23/02007/TPO

Description: Notice of intent to carry out works to trees protected by Tree Preservation Order TPO - 65/00 T1 - Field maples - Reduce the crown by up to 2 metres to suitable growth points, - to allow more light into the garden T2 - Field maples - Reduce the crown by up to 2 metres to suitable growth points, - to allow more light into the garden T3 - Field maples - Reduce the crown by up to 2 metres to suitable growth points, - to allow more light into the garden

Location: 2 Chestnut Avenue Gosfield Essex CO9 1TD

No objection

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

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Signed.....

Chairman of the Parish Council

Date: 18th September 2023

Ref: 23/02056/TPOCON

Description: Notice of intent to carry out works to trees in a Conservation Area: Laurel tree - to be reduced in height by 50% (1m above fence line).

Location: Kitani Lodge The Street Gosfield Essex CO9 1TU

No objection

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

23/168 Financial Matters.

Item 1. Approved accounts for payment, please refer to separate page as below.

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

Item 2. After discussion between Cllrs and advice from the RFO it was agreed to invest £45,000.00 into Cambridge & Counties, £25,000.00 of which to be put in a 95 days account at 4.3%, £20,000.00 in a two-year account at 5%.

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

23/169 Matters Arising from previous minutes.

Item 1. Previous Minute No. 22/029 woodland known as The Lodge Plantation, Gosfield parcel of land for inclusion into the Nature Reserve, ongoing with Solicitors and Land Registry.

Item 2. Previous minute No. 22/162 The Street/Heddingham Road Hedges overhanging pavement – some works has been carried out, Essex County Council Highways contacting residents.

Item 3. Previous minute No. 22/208 village pump – works now completed by Eastlight. Parish Council to consider the purchase of a plaque for it so to remove item to be on the next agenda.

Item 4. Previous minute No. 22/221 old village sign – Will be installed shortly it was discussed that it would be better situated in the new community shop garden, item to be on next agenda.

Item 5. Previous minute No. 23/126 Essex County Council Highways – Proposal for Improved Road Safety in Gosfield – update by Cllr Willis that he had carried out a risk assessment along Braintree Road but given that he now has further information that was discussed in item 23/164 above this will continue to be work in progress and ready for the next meeting.

Item 6. Previous minute No. 23/148 Horse Chestnut Tree – Permission would be required from Essex County Council and a letter of support from Cllr Siddall, awaiting feedback from a member of the public ongoing to confirm if still required.

Item 7. Previous minute No. 23/139 Trees along Church Road – reported to Essex County Council Highways Ref: 2859401 the area in question has been inspected a dead tree was noted and two oaks which appear to be in decline, with major deadwood noted throughout the crowns of both trees. Highway records have confirmed that the trees in question would be classed as boundary features, which means the adjacent land owner would be responsible for their maintenance. However, on this occasion ECC will be undertaking the remedial works required, on a without prejudice basis.

ECC will be carrying out a decay detection survey of both oak trees. Once the decay detection survey has been completed, officers will have a better understanding on the extent of decay present within the basal areas of both trees and whether they are safe to retain. The survey is due to take place on 22 August. Remedial works can then be considered.

Item 8. Street Lights at the Lindens – The Parish Council never approved these lights, BDC Planning confirmed that Essex County Council Highways have permitted development rights under section 278 of the Highways act to install street lights.

23/170 Neighbourhood Plan.

Item 1. Neighbourhood Plan Committee meeting had taken place on 1st August the draft grant application for Groundwork UK and the summary of recommendations from engagement with public & experts for consideration was discussed.

Item 2. The terms of reference were adopted with the addition of the word voting being inserted between other and members under membership.

Proposed by Cllr Willis, seconded by Cllr Edwards, all in favour, resolution passed

23/171 Open Space Land at the top of Meadway.

It was agreed that Gosfield Parish Council would like to adopt the responsibility and maintenance of this open space land, further confirmation from BDC required regarding its use and purpose. To be on the next agenda. Proposed by Cllr Hough, seconded by Cllr Strudwick, seconded by Cllr Pawsey, Cllr Colyer, Cllr T. Edwards, Cllr Waters, Cllr Farrelly, Cllr Willis in favour, Cllr R. Edwards abstained (as there are no costings available) resolution passed.

23/172 Fencing boundary around the Playing field.

Along the Top (Hall Drive) and left-hand side from the top (Hall Drive) down to the Play area – Cllr Hough and Cllr T. Edwards have been looking into replacing this, an exact specification required for both bow top and replacement chain link fencing, then to obtain 3 quotes – item to be on the next agenda for consideration.

23/173 Community Shop.

Permission granted for the Community Shop to use the area of land at the rear/side of the Pavilion for the use of a shop garden and for them to be responsible for all costs and future maintenance of it. Proposed by Cllr Hough, seconded by Cllr Pawsey, all in favour, resolution passed.

23/174 Cllrs address and telephone numbers/contact details.

To consider if Cllrs would like their personal information published as all communication should go via the Parish Clerk as advised by the EALC, however it was agreed Cllrs would like residents to be able to contact them directly so personal details such as postal address, telephone numbers and dedicated email address to be published in the Grapevine and on the website.

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

23/175 Car Park parking.

To send letters to Church Road residents asking them not to park their cars in the playing field car park where the post can go down, as it blocks the entrance onto the field.

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

23/176 To receive reports from outside bodies, training courses, village representatives, and Parish Council working groups.

Cllr Strudwick reported on the Wethersfield air base and that a public meeting had been held but not controlled very well – asylum seekers are going ahead and being received but no actual numbers yet.

Prison applications going to Planning Appeal (Secretary of State) in September.

The Maurice Rowson village hall revenue is up and they will be improving the sound system.

23/177 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.

Plaque for village pump

Old village sign installed into the Community shop garden

Open Space Land at the top of Meadway (Parish Council to consider future use of the land)

Fencing boundary around the Playing field quotes to be considered

23/178 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 23/179, 23/180, 23/181, 23,182 and 23/183 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 T. Edwards, seconded by Cllr Hough, all in favour resolution passed.

23/179 Children's Play area equipment.

Item 1. To consider quotes to carry out works as recommended in the RoSPA report. Due to the specialised nature of the works unable to get 3 quotes. It was agreed for the following works to be carried out: -

New spring for the orange gate £145.00

Roundabout. Replace loose and rusted fixings to handrails £234.00

Basket Swing. Remove old bolt coverings and retention bolts, replace coverings when complete. £168.00

Kompan unit. Retention all loose fixings to unit and rope products. £165.00

Raised rota. Dismantle top section to expose bearing and pack with grease. £285.00 Please note, if the bearing is found to be worn, a new bearing will be quoted for.

Spring Horse. To descale and repaint spring and lower frame. £235.00

Spring Dog. To descale and repaint spring and lower frame. £235.00

Aerial runway. To dismantle runway to inspect cable and chain suspension, to reassemble and retention cable £385.00

Bonded mulch. Supply and install 2m² of bonded mulch around each spring mobile to prevent soil erosion, 4 in total. £828.00

(Note see item 2 below) Therefore £61.00 to be taken from general reserves to cover the costs.

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

Item 2. It was confirmed that £2,000.00 funding from the Rowson Perpetual Memorial Fund had been granted to the Parish Council towards the cost of repairs to the Play area equipment. £234.00 has been kindly been received and donated from the Gosfield Golf Club and they are also willing to donate £385.00 towards the cost of aerial runway.

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

23/180 Playing Field Management Committee.

Previous Minute No. 21/118 To consider and approve the revised constitution.

Item deferred to be on the next agenda.

23/181 Community Shop.

The lease of part of the pavilion to Gosfield Community Shop Ltd was approved.

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

23/182 Car Park

Cllr Willis has now received a specification so to now go out for 3 quotes, hopefully costs to be obtained ready for the item to be on the September agenda.

23/183 Pavilion Guttering.

It was agreed to accept a quote for £75.00 to clean out the guttering and in order to be able to see exactly what requires to be replaced.

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

23/184 Date of Next Meeting.

Parish Council Meeting will be held on Monday 18th September 2023 (7.15pm).

Meeting Closed at 9.07pm

Gosfield Parish Council
PAYMENTS (AWAITING AUTHORISATION) LIST

| Voucher Code | Date | Minute | Bank | Cheque No | Description | Supplier | VAT TYPE | Net | VAT | Total |
|---------------------------------|------------|--------|-----------------------|-----------|------------------------------|----------------------------|----------|-----------------|---------------|-----------------|
| 74 Toilet Sundries | 22/08/2023 | 23/168 | Barclays Current Acco | 48 | Toilet products | Tesco Stores Ltd | S | 17.59 | 3.52 | 21.11 |
| 75 Toilet Sundries | 22/08/2023 | 23/168 | Barclays Current Acco | 49 | Toilet products | QD | S | 12.48 | 2.50 | 14.98 |
| 76 Toilet Sundries | 22/08/2023 | 23/168 | Barclays Current Acco | 50 | Toilet products | QD | S | 6.24 | 1.25 | 7.49 |
| 77 Printing Costs | 22/08/2023 | 23/168 | Barclays Current Acco | 51 | Grapevine printing | Paul Clark Printing Ltd | E | 440.00 | | 440.00 |
| 78 Village General Maintenance | 22/08/2023 | 23/168 | Barclays Current Acco | 52 | Haha Ditch | HandyKing | Z | 120.00 | | 120.00 |
| 79 Telephone & Broadband | 22/08/2023 | 23/168 | Barclays Current Acco | 53 | Clerk's expenses | Jacob Mis D | X | 16.48 | | 16.48 |
| 80 Telephone & Broadband | 22/08/2023 | 23/168 | Barclays Current Acco | 54 | Clerk's expenses | Jacob Mis D | X | 6.34 | | 6.34 |
| 81 Stationery & Office Supplies | 22/08/2023 | 23/168 | Barclays Current Acco | 55 | Clerk's expenses | Jacob Mis D | X | 13.28 | | 13.28 |
| 82 Car Mileage Allowance | 22/08/2023 | 23/168 | Barclays Current Acco | 56 | Clerk's expenses | Jacob Mis D | X | 32.40 | | 32.40 |
| 83 Pavilion & Playing Field Gen | 22/08/2023 | 23/168 | Barclays Current Acco | 57 | Bin repairs | Glasdon UK Ltd | S | 71.73 | 14.35 | 86.08 |
| 84 Pavilion Electricity | 16/08/2023 | 23/168 | Barclays Current Acco | 58 | Pavilion electricity | E-ON UK plc | S | 25.00 | 5.00 | 30.00 |
| 84 Pavilion Electricity | 16/08/2023 | 23/168 | Barclays Current Acco | 58 | Pavilion electricity | E-ON UK plc | X | 380.54 | | 380.54 |
| 85 Play Equipment Repairs | 22/08/2023 | 23/168 | Barclays Current Acco | 59 | Play area repairs | HandyKing | E | 50.00 | | 50.00 |
| 86 Grasscutting | 22/08/2023 | 23/168 | Barclays Current Acco | 60 | Grass cutting | MD Landscapes (Anglia) Ltd | S | 418.00 | 83.60 | 501.60 |
| 86 Grass Cutting -CPA | 22/08/2023 | 23/168 | Barclays Current Acco | 60 | Grass cutting | MD Landscapes (Anglia) Ltd | S | 60.00 | 12.00 | 72.00 |
| 87 Pavilion Refurb | 22/08/2023 | 23/168 | Barclays Current Acco | 61 | Changing rooms refurbishment | R W Porter & Sons Ltd | S | 3,770.28 | 754.05 | 4,524.33 |
| Total | | | | | | | | 5,440.36 | 876.27 | 6,316.63 |