

MINUTES OF GOSFIELD PARISH COUNCIL MEETING
HELD ON

MONDAY 20th JULY 2020

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

Item 20/128 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

Cllr Sara Moutard (Attended sections/part of the meeting due to technical issues)

Cllr Maggie Pawsey

Mrs Diane Jacob (Parish Clerk)

Cllr Peter Schwier

No members of the public.

20/126 Welcome and Apologies for Absence. Chairman welcomed everyone to this virtual meeting. No apologies received.

20/127 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 20/133 item 8 and Cllr Edwards regarding item 20/131 ref 20/00767/HH.

20/128 Public Participation Session with respect to items on the agenda and other matters that are of mutual interest.

None present.

20/129 County and District Councillors to address the members if present.

District Councillor, Cllr Schwier gave a comprehensive report at the last meeting but just to confirm that fly tipping is only up by 7% since last quarter and the team are extremely good at clearing it away. Green bin collections have resumed. Thanks expressed to the excellent Comms Team at BDC who have kept the community informed.

County Councillor, Cllr Beavis reported as follows: - ECC held it first virtual meeting by Zoom with 115 participants, the economy is its number one priority and how the pandemic has affected local business/jobs. Highways speed surveys are on hold for the moment will resume in September, Highways are concentrating on the main routes.

The speed test has come back as compliant on the Bridge at Gosfield.

20/130 Minutes.

Item 1. To confirm the minutes of the Parish Council meeting held on 15th June 2020.

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

20/131 Planning Matters.

Item 1. Planning updates.

Item 2. Planning applications and TPO.

Ref: 20/00929/FUL

Description: Erection of 1 No. attached dwelling

Location: 10 The Cedars Church Road Gosfield Essex CO9 1UD

No Objection

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

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Signed.....

Chairman of the Parish Council

Date: 17th August 2020

Ref: 20/00767/HH

Description: Removal of greenhouse wall and construction of ancillary outbuilding and outdoor swimming pool

Location: Home Farm House Hall Drive Gosfield Essex CO9 1RZ

No Objection

Photos of old greenhouse to be taken for historical records.

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

Ref: 20/00709/HH

Description: Erection of side extension and alteration to garage roof

Location: 9 De Vere Place Gosfield Essex CO9 1FJ

No vote taken; comments as previously submitted.

Ref: 20/00915/FUL

Description: Erection of workshop for service and repair work on high performance sports cars

Location: Oaklands Shardlowes Farm Hedingham Road Gosfield Essex

Objection

It is a prominent building in a predominantly rural area and we consider it to be do an industrial building at a domestic residence.

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

Ref: 20/00179/TPOCON

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

Area - cypress (t1,t2,t3) fell to stumps, Cherry (t4) Remove low hanging branch and selectively thin sprout growth.

Holme oak (t5) Crown reduction over the patio by 1-1.5 metres.

Reduce 2-3 co-dominant limbs over the lawn by 2 metres

Location: Wentworth Lodge Hall Drive Gosfield Essex CO9 1SE

No objection

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

Ref: 20/00195/TPO

Description: Works to trees

Location: 5 Highgates Church Road Gosfield Essex CO9 1TL

No Objection

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

Ref: 20/00216/TPO

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

Area - Fell 1 Holly and 1 Dead Elm tree

Location: Gosfield Community Primary School The Street Gosfield Essex CO9 1ST

No Objection

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

20/132 Financial Matters.

Item 1. Approve accounts for payment.

Gosfield Parish Council						
Payment Approval & Reporting						
Council Meeting 20 July 2020						
Supplier	Invoice Date	Total Payable	VAT Input Tax Recoverable	Net Cost to GPC	Grant/ Amount Recoverable	Brief Description of Supply
For approval and payment						
Breeze Office Solutions	17/07/2020	45.94	7.66	38.28		Laminator (1/3 cost shared)
Playquip	20/07/2020	193.80	32.30	161.50		Repairs to play area equipment
Tesco	17/07/2020	5.70	0.95	4.75		Toilet rolls
Scribe	16/07/2020	340.00	56.67	283.33		Accounts software to 31 March 2021
Richard Edwards Group	22/06/2020	138.78	23.13	115.65		Payroll /workplace pension costs April to June
A & J Lighting	16/07/2020	729.60	121.60	608.00		Streetlight repairs -68 in Meadway
Playquip	15/07/2020	2672.40	445.40	1977.00	250.00	Repairs/new double swing (part grant)
EALC	13/07/2020	48.00	8.00	40.00		New chairman briefing webinar - Councillor Training
Phils Garden Services	10/07/2020	50.00	0.00	50.00		Clearing area around Garages-
Safety Supply Company	09/07/2020	23.70	3.95	19.75		Replacement Litter Picker
e-on	01/07/2020	496.08	23.62	472.46		Streetlight electricity
HandyKing	06/07/2020	40.00	0.00	40.00		Weeds in childrens play area/clearing Haha
EALC	03/07/2020	48.00	8.00	40.00		Playground guidance webinar Councillor training
MD Landscapes Ltd	30/06/2020	286.80	47.80	239.00		Grasscutting 1 cut + play area/skate park
RCCE	01/07/2020	72.60	12.10	60.50		Annual membership fee
Anglia Fire Protection	12/06/2020	71.04	11.84	0.00	59.20	Annual Fire inspection /GPMC Donation
Total		5262.44	803.02	4150.22	309.20	
Reported under Financial Regulation 5.6						
Payments, which are approved annually, made during the period 16/06/2020 to 20/07/2020						
e-on	10/07/2020	172.81	0.60	11.97	160.24	Pavilion electricity
Payroll costs		1297.73	0.00	1297.73		Salaries/ pension/PAYE
Previously Approved payments paid during the month						
Total Payments		6732.98	803.62	5459.92	469.44	

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

Item 2. It was confirmed to appoint an Internal Auditor, Jan Stobart at a cost of £185.00.

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

Item 3. RFO held a demo with Scribe accounting package which is now on order and RFO to train the Parish Clerk to use this accounts package.

20/133 Matters Arising from previous minutes.

Item 1. Car Park – ongoing.

Item 2. Highways Issues Cllr Beavis will draw up a list of areas in the village that require attention and will publish it in the Grapevine and on the Facebook page.

Item 3. Bus Shelter request, little or no hardstanding, request has been validated ready to go to the Local Highways Panel.

Item 4. Special Constables – ongoing.

Item 5. Neighbourhood Plan Working Group – It was confirmed that Gosfield Parish Council would like to work towards a Neighbourhood Plan, proposed by Cllr Bloomfield seconded by Cllr Beavis, all in favour, resolution passed. Article to be placed in the Grapevine asking for volunteers to help.

Item 6. Plans for extension onto the Pavilion into BDC Planning –Due to the Corona Virus Planning Office closed so no update, Cllr Schwier to follow up.

Item 7. Fund Raising – fund raising on hold at the moment.

Item 8. The Gosfield Community Shop – Is doing very well at the moment due to the pandemic.

Item 9. Local Pan – ongoing.

Item 10. Previous minute no. 20/050 - Picnic Bench for the GNR has been delivered and will be installed on Wednesday 22nd July.

Item 11. Gigaclear. Due to Residents support Gigaclear will now move the green box back from the junction of Greenfields.

20/134 Play Area.

Item 1 Rocking Horse – Quote Replace both runners and carry out weld repairs £714.00, to supply and fit new bearings and re-paint mechanism to protect from onset of rust £284.00. It was agreed to have the rocking horse repaired.

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

Cllr Beavis granted £1,000.00 towards the cost from the County Councillor Fund.

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Signed.....

Chairman of the Parish Council

Date: 17th August 2020

Item 2. Junior Swings - Cllr Pawsey and Cllr Hough to approach the Maurice Rowson Committee for funding.

Item 3. To discuss and consider should the play area be opened or left closed until after the refurbishment work has been completed. It was agreed that the Play area should reopen after the repairs have been completed and the area deep cleaned and signs displayed (either Saturday 25th July or Monday 27th July).

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

20/135 Salt Bin.

It was confirmed that Gosfield Parish Council would like a Salt bin at the end of the Limes, Cllr Beavis to arrange.

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

20/136 War Memorial.

Gosfield War Memorial Committee have sent a letter to the Parish Council officially handing over the War Memorial to the Parish Council and the people of Gosfield. Gosfield Parish Council confirmed to take over the responsibility of the War Memorial.

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

20/137 Special Motion.

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 20/074 (regarding 5-year plan/project contract for the GNR with Westover Woodlands)- Revisited Special Motion

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

20/138 Gosfield Nature Reserve.

Item 1. Previous minute no. 20/074 – It was agreed to adopt the 5-year plan/project contract for the GNR with Westover Woodlands.

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

Item 2.

To discuss and consider schedule of works and costings - GNR working group to update

To carry out the steps and handrailing and dipping platform.

It was agreed to leave the replacement of the gate from the car park into the GNR on hold.

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

Item 3.

Deep Water signs 4 required to be displayed on posts at each entrance size 22" x 22" £32.00 Plus Vat each. Proposed by Cllr Edwards, seconded by Cllr Colyer, all in favour, resolution passed.

20/139 Main Gate to Playing Field car park

Item 1. To consider and discuss to ask the Playing Field Management Committee to lock the gate each night or a designated Cllr to lock it. This item was discussed at great length as it is not practical, however, it was agreed to purchase a combination lock and chain and for a rota system of Councillors to lock the gate during the five weekends in August.

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

Item 2. The tractor shed was broken into and we will be making a claim.

20/140 Risk Assessments.

The following risk assessments were adopted: -

Item 1. Clearing the Ha-Ha drain.

Item 2. Litter Picking

Item 3. Cleaning the Pavilion Toilet area

Item 4. Skate Ramp

Item 5. Zip Wire

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

20/141 Beacon.

No vote taken as new brackets for the hanging baskets are now in place.

20/142 Dedicated e-mail address.

Councillors to consider if they require a dedicated e-mail address.

It was agreed by all the Councillors to have a dedicated e-mail address at a cost of £410.00 per year.

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

20/143 S106 Agreement for the Limes Development

To consider to write to BDC and Chelsteen Homes and request that a Parish Council representative is on the Management Company that is to care for the Public Open Space and the Ecological Area.

Parish Council confirmed to contact the above, Cllr Beavis appointed as Parish Council representative, to be on the next agenda for an update.

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

20/144 To receive reports from outside bodies, training courses, village representatives, and Parish Council working groups. None.

20/145 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.

Neighbourhood Plan to confirm if a Working Group or Committee

To consider and adopt Terms of Reference

Parish Plan surplus fund to be transferred towards Neighbourhood Plan

S106 Agreement for the Limes Development – update

GNR track from Halstead Road to be considered in the spring.

20/146 Date of Next Meeting.

Parish Council Meeting Monday 17th August 2020 (7.15pm).

Meeting Closed at 9.07pm