

MINUTES OF GOSFIELD PARISH COUNCIL MEETING  
HELD ON  
MONDAY 17<sup>th</sup> JULY 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 Carol Hough  
Cllr Maggie Pawsey  
Cllr Tony Strudwick  
Cllr John Willis  
Mr Richard Edwards (RFO)  
Mrs Diane Jacob (Parish Clerk)

Six members of the public.

**23/137 Welcome and Apologies for Absence.** The Chairman welcomed everyone, apologies for absence received and accepted from County Cllr Chris Siddall (due to work commitments).

**23/138 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 Tricia Edwards, Cllr Waters and Cllr Colyer relating to agenda item 23/159 relating to the community shop also from Cllr Tricia Edwards relating to item 23/144 (as one of the candidates is her husband).

**23/139 Public Participation Session with respect to items on the agenda and other matters that are of mutual interest.**

A member of the public raised concerns regarding a oak tree near the Old Vicarage and The Cedars, over hanging branches over the road, also spoke about item 23/150 Braintree and Witham army cadets. A member of the public raised concerns relating to footpath 15 (near the residential home) no access to it, entrance covered up and crops are planted on the actual footpath.

**23/140 County and District Councillors to address the members if present.**

Cllr Schwier and Cllr Siddall not present.

**23/141 Minutes.**

**Item 1.** To confirm receipt of the draft minutes for Parish Council meeting held on 19<sup>th</sup> June 2023.

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

**Item 2.** To resolve that the minutes for Parish Council meeting held on 19<sup>th</sup> June 2023 be signed as a true and accurate record, except for an amendment to item 23/127 which should read "All three prisons".

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

**23/142 Planning Matters.**

**Item 1. Planning updates.**

**Item 2. New Planning Applications.**

**Ref:** 23/01412/VAR

**Description:** Variation of Condition 1 (approved Plans) of permission 22/02762/VAR granted 5/12/2022 for: Variation of Condition 1 (Approved Plans) of permission 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: -Amendment to house

Page 1

Signed.....

**Chairman of the Parish Council**

**Date: 21<sup>st</sup> August 2023**

types Plots 1 & 4 -Add rear dormer & change rear Juliet balcony to windows. Plots 2 -Addition of third rooflight in rear elevation. Plot 6- Insertion of 2 side elevation windows. Plots 6 & 8- Change render to cement board cladding and All plots - Addition of PV solar panels to south facing roof slopes of approved house types.

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

No objection

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

### **23/143 Financial Matters.**

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

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

**Item 2.** Quarterly bank reconciliation approved, please refer to separate page as below.

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

### **To exclude the press and public (As advised by the EALC).**

Public Bodies (Admission to Meetings) Act 1960

'That the public be excluded from the meeting during consideration of Agenda Items 23/144 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 Tricia Edwards, seconded by Cllr Pawsey, Cllr Colyer, Cllr Hough, Cllr Waters, Cllr Willis in favour, Cllr Strudwick objected, resolution passed.

The Chairman explained the process and left the room with members of the press and public and candidates. Leaving the Parish Clerk and 6 Councillors to complete item 23/144.

### **23/144 Co-option.**

**Item 1.** To consider three applicants for two vacant seats on Gosfield Parish Council and to co-opt candidates.

A paper ballot was taken and votes counted the results were announced as follows: -

Richard Edwards - was co-opted onto the 1<sup>st</sup> seat of the Parish Council

Anthony Farrelly - was co-opted onto the 2<sup>nd</sup> seat of the Parish Council

Mark Bloomfield - was not co-opted onto the Parish Council

**Item 2.** The two Co-opted candidates signed acceptance of office.

**Item 3.** Consent form to receive the Council Summons and agenda electronically was signed.

**Item 4.** Declaration of Interests form to be completed and sent direct to BDC within 28 days.

The Chairman and press and public returned to the meeting.

### **23/145 Matters Arising from previous minutes.**

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

**Item 2.** Previous Minute No. 22/029 woodland known as The Lodge Plantation, Gosfield parcel of land for inclusion into the Nature Reserve, ongoing with the Land Registry.

**Item 3.** Previous minute no. 22/162 The Street/Heddingham Road Hedges overhanging pavement –update, by Cllr Siddall not accepted by the Parish Council, Clerk to contact Cllr Siddal due to health & safety risks works should be undertaken by Essex County Council Highways as soon as possible.

**Item 4.** Previous minute no. 22/208 Village pump – Eastlight have confirmed that work to the mechanism has been completed, wooden surround ongoing.

**Item 5.** Previous minute no. 22/221 old village sign – ongoing.

**Item 6.** Previous minute No. 23/126 Essex County Council Highways – Proposal for Improved Road Safety in Gosfield – Cllr Willis to conduct a risk assessment of the main roads in the village and to get a petition of support from residents to then send to Essex County Council Highways. Proposed by Cllr Tricia Edwards, seconded by Cllr Hough, all in favour resolution passed.



**23/146 Neighbourhood Plan.**

Neighbourhood Plan Committee meeting had taken place on Wednesday 12<sup>th</sup> July, to note that future meetings will be held on the 1<sup>st</sup> Tuesday of the month at 7.00pm in the Pavilion. Broad outline of action plans to be shared and placed in the Grapevine, stages 2 out of 6 have been completed.

The terms of reference were discussed and to be updated as discussed, item to be on the next agenda for adoption.

**23/147 General Power of Competence.**

The conditions for eligibility are set out in the Statutory Instrument Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012. They are: - Gosfield Parish Council confirms that it meets the criteria for eligibility relating to the electoral mandate and relevant training of the clerk.

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

**23/148 Tree.**

To discuss and consider a request to plant a horse chestnut tree on the green area near the post box on the corner of Chestnut Avenue. It was agreed subject to maintenance of it.

Proposed by Cllr Pawsey, seconded by Cllr Hough, Cllr Tricia Edwards, Cllr Colyer, Cllr Farrelly, Cllr Willis in favour, Cllr Richard Edwards, Cllr Strudwick and Cllr Waters objected, resolution passed.

**23/149 Parking.**

To discuss and consider overflow parking in the playing field car park for the Kings Head pub. Agreed temporary permission subject to them donating for the upkeep and parking at vehicle owners' own risk, donation to be agreed when work on the car park is complete.

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

**23/150 Army Cadets.**

Permission/request granted for a detachment of Army Cadets to attend the Remembrance Sunday Service on the 12th of November.

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

**23/151 Toilets and vandalism.**

To note vandalism to the new public toilets, twice within a month of opening blocked toilets with toilet paper etc. To monitor the situation. Thanks expressed to Matt Jarvis and Richard Edwards for clearing them.

**23/152 S106 Funding.**

It was confirmed and noted that BDC monitor all S106 funding agreements.

**23/153 Skip.**

To consider the hire of a skip to clear the area around the pavilion – to share the cost of with the Playing Field Management Committee and Community Shop. £250.00 for an 8yrd skip agreed.

Proposed by Cllr Tricia Edwards, seconded by Cllr Pawsey, Cllr Colyer, Cllr Richard Edwards, Cllr Hough, Cllr Farrelly, Cllr Strudwick in favour, Cllr Willis against (as not sure it would be large enough, another one later may be required) resolution passed.

**23/154** To receive reports from outside bodies, training courses, village representatives, and Parish Council working groups.

Cllr Willis reported that the Cllr training he had attended at the EALC was very worthwhile and useful.

Cllr Strudwick reported that the Maurice Rowson Hall bookings are beginning to pick up and they have moved forward with the solar panels work to be completed by September.

**23/155 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.

To consider to make an investment of £10,000 to Cambridge and Counties.

Page 3

Signed.....  
Chairman of the Parish Council

Date: 21<sup>st</sup> August 2023

Guttering on the pavilion.  
Meadway to Hedingham Road footpath 11 not open yet.

**23/156 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 23/157, 23/158, 23/159, and 23/160 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 Tricia Edwards, seconded by Cllr Willis, all in favour resolution passed.

**23/157 Children's Play area equipment.**

**Item 1.** To discuss vandalism in the play area, noted - see item 2 below to rectify some of it.

**Item 2.** To consider quotes to carry out works as recommended in the RoSPA report.

To go out to try/apply for funding of £2,000.00 from the Maurice Rowson Trust.

£234.00 has been kindly received and donated from the Gosfield Golf Club and they are also willing to donate towards the cost of zip wire. To go out and get further quotes, item to be on the next agenda.

**23/158 Pine Tree in Children's Play area.**

It was agreed to accept the quote of £520.00 to remove the dying pine tree in the children's play area, to ask if the stump could be made into a seat.

Proposed by Cllr Hough, seconded by Cllr Pawsey, Cllr Richard Edwards, Cllr Tricia Edwards, Cllr Colyer Cllr Farrelly, Cllr Waters, Cllr Willis in favour, Cllr Strudwick objected, resolution passed.

**23/159 Community Shop.**

"Shop Lease" Appointed Parish Council Solicitors and Community Shop solicitors in discussion with each other, full lease should be available for August meeting.

**23/160 Car Park**

Cllr Willis to prepare a specification and to go out for quotes, item to be on the August agenda.

**23/161 Date of Next Meeting.**

Parish Council Meeting will be held on Monday 21<sup>st</sup> August 2023 (7.15pm).

Meeting Closed at 8.55pm

Gosfield Parish Council Payment Approval & Reporting Council Meeting 17 July 2023						
Supplier For approval and payment	Invoice Date	Total Payable	VAT Input Tax Recoverable	Net Cost to GPC	Grant/ Amount Recoverable	Brief Description of Supply
Please see attached sheet		9987.07	1465.09	8521.98		
<b>Total</b>		9987.07	1465.09	8521.98	0.00	
<b>Reported under Financial Regulation 5.6</b>						
<b>Payments, which are approved annually, made during the period 19/06/2023 to 17/07/2023</b>						
Payroll costs		1685.75		1685.75		Salaries/PAYE
<b>Previously Approved payments paid during the month</b>						
<b>Total Payments</b>		11672.82	1465.09	10207.73	0.00	
Signed						
Chairman- Gosfield Parish Council						



**Gosfield Parish Council**  
**PAYMENTS (AWAITING AUTHORISATION) LIST**

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
52	19/07/2023		Barclays Current Acco	36	Payroll processing	Richard Edwards Group	S	89.61	17.92	107.53
53	19/07/2023		Barclays Current Acco	37	Allotment hedge	Kempz Kottage	Z	190.00		190.00
54	19/07/2023		Barclays Current Acco	38	Handyking	HandyKing	Z	40.00		40.00
55	18/07/2023		Barclays Current Acco	39	Pavilion electricity	E-ON UK plc	S	25.00	5.00	30.00
55	18/07/2023		Barclays Current Acco	39	Pavilion electricity	E-ON UK plc	X	398.23		398.23
56	19/07/2023		Barclays Current Acco	40	Streetlight electricity	npower	L	644.84	32.24	677.08
60	19/07/2023		Barclays Current Acco	42	Clerk's expenses	Jacob Mrs D	X	21.24		21.24
60	19/07/2023		Barclays Current Acco	42	Clerk's expenses	Jacob Mrs D	X	23.40		23.40
61	19/07/2023		Barclays Current Acco	43	Councillor training	Essex Association of Local Cc	S	430.00	86.00	516.00
62	19/07/2023		Barclays Current Acco	44	Grass cutting	MD Landscapes (Anglia) Ltd	S	418.00	83.60	501.60
62	19/07/2023		Barclays Current Acco	44	Grass cutting	MD Landscapes (Anglia) Ltd	S	100.00	20.00	120.00
62	19/07/2023		Barclays Current Acco	44	Grass cutting	MD Landscapes (Anglia) Ltd	S	60.00	12.00	72.00
63	13/07/2023		Barclays Current Acco	45	Pavilion changing room floorin	Four Star Flooring Contracts	S	6,018.40	1,203.68	7,222.08
64	19/07/2023		Barclays Current Acco	46	Handyking	HandyKing	Z	40.00		40.00
65	19/07/2023		Barclays Current Acco	47	Toilet products	Tesco Stores Ltd	S	23.26	4.65	27.91
<b>Total</b>								<b>8,521.98</b>	<b>1,465.09</b>	<b>9,987.07</b>