

MINUTES OF GOSFIELD PARISH COUNCIL MEETING  
HELD ON  
MONDAY 15<sup>th</sup> JULY 2024  
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 Tony Farrelly  
Cllr Carol Hough  
Cllr Maggie Pawsey  
Cllr Tony Strudwick  
Cllr John Willis  
Mrs Diane Jacob (Parish Clerk)

Six members of the public

**24/134 Welcome and Apologies for Absence.** The Chairman welcomed everyone, apologies for absence received and accepted from Cllr Richard Edwards also (RFO) (due to holiday) and County Cllr Siddall and District Cllr Schwier (due to work commitments).

**24/135 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 Strudwick relating to agenda item 24/139 planning ref Ref: 24/01393/VAR Land Adjacent Octavia House The Street Gosfield Essex.

**24/136 Public Participation Session with respect to items on the agenda and other matters that are of mutual interest.**

The Nature Reserve warden reported that the usual annual footpath clearance has taken place in the nature reserve. There are works required to trees along the boundary of De Vere Close application for permission from BDC will be applied for which will also include permission to cut back overhanging branches from trees from the nature reserve relating to 66 Edmund Green. Application to be made and prices obtained and works to commence November/December.

**24/137 County and District Councillors to address the members if present.**

County Cllr Siddall and District Cllr Schwier – Not present.

**24/138 Minutes.**

**Item 1.** To confirm receipt of the draft minutes of the Parish Council Meeting held on 17th May 2024.

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

**Item 2.** To confirm the minutes of the Parish Council Meeting held on 17th May 2024. Confirmed and signed by the Chairman.

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

**24/139 Planning Matters.**

**Item 1.** Planning updates. No updates.

**Item 2.** New applications.

**Ref:** 24/01307/HH

**Description:** Erection of two storey side extension and replacement of flat roof garage with pitched roof garage.

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Signed.....

Chairman of the Parish Council

Date: 19<sup>th</sup> August 2024

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

No objection

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

**Ref:** 24/01331/TPO

**Description:** Notice of intent to carry out works to trees protected by Tree Preservation Order TPO - 23/2000 To Pollard (T1) Ash Tree down to approximately 3.048m above ground level.

**Location:** Aylewards Lodge Braintree Road Gosfield Essex CO9 1PR

No objection

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

**Ref:** 24/01435/TPO

**Description:** Notice of intent to carry out works to trees protected by Tree Preservation Order TPO - Reference: 1/77 - A2.

T1 Oak Quercus robur - Reduce boundary encroachment by 3m. Raise crown to 4.5m - sub laterals only.

G1 Ash Fraxinus excelsior and Lime Tilia sp - Reduce boundary encroachment by 3m.

T2 Sallow Salix caprea - Reduce boundary encroachment by 3m.

T3 Lime Tilia sp - Reduce boundary encroachment by 3m.

T4 Lime Tilia sp - Reduce boundary encroachment by 3m

**Location:** Land West Of Former Oil Depot Hedingham Road Gosfield Essex

No objection

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

Cllr Strudwick left the meeting.

**Ref:** 24/01393/VAR

**Description:** Application for variation of condition 2 (Approved Plans) of planning permission 22/03368/FUL for the erection of detached dwelling and garage. Variation would allow a change to the layout.

**Location:** Land Adjacent Octavia House The Street Gosfield Essex

**No objection**

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

Cllr Strudwick returned to the meeting.

#### **24/140 Financial Matters.**

Quarterly bank reconciliation approved and accounts for payment approved, see page below.

The Fire Protection invoice to be held back for payment as further information required as to who authorised the work.

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

#### **24/141 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, still ongoing with Land registry they are awaiting further information from the Solicitors.

**Item 2.** Previous minute No 24/049 item 3. Fencing boundary around the Playing field. Previous minute no. 23/272 along the top (Hall Drive) and left-hand side from the top (Hall Drive) down to the Play area this area will now also need to be considered.

**Item 3.** Previous minute No 24/049 item 4. Car Park – Cllr Willis gave an update and plans and specification now drawn up and will be sent out to tender. Looking at contactors work, he has a meeting with the manufacturer who hopefully will be able to recommend suitable contactors. Tender documents to be placed on contactor finder and to be sent to contractors - Item to be on the next agenda.

**Item 4.** Previous minute No. 24/110 Public Rights of Way – Footpaths No. 15 and 22 – ongoing there will now be a public consultation.

**Item 5.** Previous minute No. 24/107 Complaint letter to Clarion and BDC regarding affordable housing – update is that the house is now back on the open market, Chairman received information from Clarion and now in contact with BDC and awaiting a reply as to who to send the complaint to.

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Signed.....

**Chairman of the Parish Council**

**Date: 19<sup>th</sup> August 2024**

**Item 6.** Previous minute No. 24/138 VE Day 8<sup>th</sup> May 2025 – e-mail has been issued and the Scouts, Gosfield in Bloom and the Church have agreed to become involved.

**Item 7.** Previous minute No. 24/129 Open Space land at the top of Meadway – the reply from BDC is that a movable bollard fence will be in place, awaiting further information.

**Item 8.** Previous minute No. 24/130 S106 Funding Allotments. Discussed in conjunction with BDC to release the funding awaiting a reply from BDC item to be on the next agenda.

**24/142 Neighbourhood Plan.**

A Neighbourhood Plan Committee meeting was scheduled for July but did not take place due to not being quorate. Cllr Willis reported that progress is being made the first draft of the plan is acceptable and now moving onto the next stages.

**24/143 To adopt New Council Documents/Policies.**

**Item 1.** Code of Conduct (New version issued by BDC to consider adoption) awaiting training course.

**Item 2.** Financial Regulations 2024 (New version issued by NALC to consider adoption) no yet completed.

**Item 3.** Legionnaires Risk Assessment (Pavilion & Public Toilets) inspection taken place awaiting documentation. Item deferred until the next meeting and to be on the next agenda.

**24/144 New Council Document relating to the Coronation Garden.**

It was agreed to accept the agreement/licence between the Parish Council, the King Charles III coronation garden committee, Community Shop and Gosfield in Bloom relating to the coronation garden. Chairman to send to Gosfield in Bloom for approval.

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

**24/145 Pétanque court.**

Permission was granted for a Pétanque court on the playing field, to be situated behind Tony Harringtons bench (to the left-hand side of the Pavilion as you face it). Volunteers to obtain quotes and fundraise.

Proposed by Cllr T. Edwards, seconded by Cllr Pawsey, Cllr Hough, Cllr Waters, Cllr Willis, Cllr Colyer and Cllr Farrelly all in favour, Cllr Strudwick abstained, resolution passed.

**24/146 The beacon.**

A member of the public to take down the beacon for further investigation, a quote up to a maximum of £500.00 was agreed.

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

**24/147 Speed Indicator Device.**

To discuss and consider quote for repair/replace the Speed Indicator Device at Hedingham Road, currently not working. It was agreed to replace the solar panel with a new one at a cost of approx. £1,000.00 Plus VAT funds to be taken from general reserves.

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

**24/148 Industrial Strimmer.**

It was agreed to purchase a petrol industrial strimmer for the cutting the grass footpaths around the allotments, Clerk to contact BDC to see if S106 funding can be released if not then the Parish Council to cover the cost.

The handyman maybe required to attend a training course.

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

**24/149 Play Area.**

The action plan from the play area working group regarding repairs/maintenance to the play area was discussed and agreed as follows: -

Tree branches to be cut back near the seesaw.

Chain links need to be taken out of the nature trail, so that the chain is not on the ground.

To replace the platform edge/strip that is missing on the top section of the small slide.

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

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**Signed**.....  
**Chairman of the Parish Council**

**Date: 19<sup>th</sup> August 2024**

To discuss and consider repairs to the roundabout which is now out of use due to the breakdown of the welds on the handles. It was agreed to write to the Rowson Perpetual Memorial fund to ask for funding to purchase a new one.

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

**24/150** To receive reports from outside bodies, training courses, village representatives, and Parish Council working groups.

Cllr Strudwick reported that no further meeting had taken place due to the election so no update on the Westerfield Asylum centre.

**24/151 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.

**24/152** 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 24/153, 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.

Resolution to exclude members of public.

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

**24/153 Trees.**

**Item 1.** It was agreed to accept a quote for £380.00 to remove a dead Ash Tree in the Playing field.

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

**Item 2.** It was agreed to accept a quote for £150.00 to remove dead wood from three lime trees.

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

**Item 3.** 66 Edmund Green - To discuss and consider permission to cut back overhanging branches from trees from the Nature reserve. Clerk to contact resident at 66 Edmund Green to confirm that the Nature Reserve warden to carry out all the work in November/December

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

**24/154 Date of Next Meeting.**

Parish Council Meeting Monday 19<sup>th</sup> August 2024 (7.15pm).

Meeting Closed at 8.45pm

**Gosfield Parish Council****BANK ACCOUNTS**

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Barclays Current Account	£31,821.16
Barclays Reserve Account	£7,373.27
Cambridge & Counties Bank	
Cambridge & Counties 95 day notic	£25,000.00
Cambridge and Counties 2 year bor	£20,000.00

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<b>Total in Banks</b>	<b>84,194.43</b>
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**Cash**

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<b>GRAND TOTAL (Banks and Cash)</b>	<b>£84,194.43</b>
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## Gosfield Parish Council PAYMENTS (AWAITING AUTHORISATION) LIST

Vouche Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
55	Pavilion & Playing Field Gener: 17/07/2024		Barclays Current Acc	36	Pavilion fire inspection	Anglia Fire Protection	S	210.00	42.00	252.00
56	Payroll Bureau 17/07/2024		Barclays Current Acc	37	Payroll processing	Richard Edwards Group	S	93.18	18.64	111.82
57	Streetlight Electricity 17/07/2024		Barclays Current Acc	38	Streetlight electricity	ripower	L	934.05	46.70	980.75
58	Grasscutting 17/07/2024		Barclays Current Acc	39	Grass cutting	MD Landscapes (Anglia) Lt	S	418.00	83.60	501.60
59	Pavilion & Playing Field Gener: 17/07/2024		Barclays Current Acc	40	Trim branches	David Self Tree Surgery	Z	260.00		260.00
60	Streetlight Maintenance 17/07/2024		Barclays Current Acc	41	Streetlight repairs	A & J Lighting Solutions Ltd	S	150.00	30.00	180.00
61	Stationery & Office Supplies 17/07/2024		Barclays Current Acc	42	Clerk's expenses	Jacob Mrs D	X	6.33		6.33
61	Telephone & Broadband 17/07/2024		Barclays Current Acc	42	Clerk's expenses	Jacob Mrs D	X	9.64		9.64
61	Telephone & Broadband 17/07/2024		Barclays Current Acc	42	Clerk's expenses	Jacob Mrs D	X	6.34		6.34
61	Car Mileage Allowance 17/07/2024		Barclays Current Acc	42	Clerk's expenses	Jacob Mrs D	X	28.35		28.35
62	Pavilion Electricity 16/07/2024		Barclays Current Acc	43	Pavilion electricity	E-ON UK plc	S	25.00	5.00	30.00
62	Pavilion Electricity 16/07/2024		Barclays Current Acc	43	Pavilion electricity	E-ON UK plc	X	396.24		396.24
<b>Total</b>								<b>2,537.13</b>	<b>225.94</b>	<b>2,763.07</b>

Prepared by: \_\_\_\_\_ Date: \_\_\_\_\_

Name and Role

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

Name and Role

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

Name and Role