

MINUTES OF GOSFIELD PARISH COUNCIL VIRTUAL MEETING

HELD ON

MONDAY 15<sup>th</sup> March 2021

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

Item 21/036 on the agenda - The Press and Public were invited to e-mail, contact/send comments to the Parish Clerk

**Present:**

Cllr Bob Waters (Chairman) due to technical issues arrived at item 21/039

Cllr Tricia Edwards (Vice-Chairman)

Cllr Mark Bloomfield

Cllr Joanne Colyer

Cllr Sam Cowie

Cllr Carol Hough

Mrs Diane Jacob (Parish Clerk)

Cllr Sara Moutard

Cllr Maggie Pawsey

No members of the public

This meeting was audio recorded by Cllr Bloomfield.

**21/034 Welcome and Apologies for Absence.** The Vice-Chairman welcomed everyone to this virtual meeting, apologies received and accepted from Cllr Jo Beavis and Cllr Peter Schwier.

**21/035 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 21/041 item 5. Cllr Waters and Cllr Moutard regarding item 21/039 – ref 17/01066/OUT land to the west of Hedingham Road.

**21/036 Public Participation Session with respect to items on the agenda and other matters that are of mutual interest.**

None.

**21/037 County and District Councillors to address the members if present.**

Report from Cllr Beavis to appear in the Grapevine.

Report received from Cllr Schwier as follows:

We currently have 5 hospital vaccination hubs administering vaccines, 34 GP-led vaccination services, 3 community pharmacies and 11 large-scale vaccination centres across Essex.

For Braintree the Section 1 Plan includes Policy SP4 which requires a minimum housing requirement of 14,320 new homes over the period 2013 to 2033, an annual average of 716 new homes. Through Policy SP5, the Section 1 Plan also sets out employment land requirements for Braintree of 20.9 and 43.3 hectares for the Plan period.

Response time has been 23 seconds to answer telephone calls in last 1/4 report (down from 34) - extraordinary demand due to Pandemic.

Council Tax collection is 85.6% (down slightly) but the best in the County. Gentle reminders sent to residents who have fallen behind. Built 177 affordable homes this year -set target is 150. Getting Grants out - 35 initiatives - massive effort by economic development officers since 2020 to give out £35M to 2,600 district businesses.

**21/038 Minutes.**

The minutes of the virtual Parish Council meeting held on 15th February 2021 were confirmed and approved.

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

**21/039 Planning Matters.**

**Item 1. Planning updates.**

Outline Permission Ref 17/01066/OUT Land To The West Of Hedingham Road, Gosfield. S106 Schedule 3 Clause 2 S106 agreement is between the developers and BDC, however, the Parish Council and the developers are in the process of consultations on the S106 agreement. Discussion with BDC has been made by the Parish Council, awaiting further information from the developers.

**Ref: 20/01516/HH** - Going to Planning Committee on 9th March (Application granted)

Location: 23 Greenfields Gosfield Essex CO9 1TR

Description: Loft extension, fenestration alterations and internal alterations

**Ref: 20/01517/FUL** - Going to Planning Committee on 9th March (Application granted)

Location: 23 Greenfields Gosfield Essex CO9 1TR

Description: Erection of 1 No. detached dwelling and creation of new vehicular access.

**Ref: 20/02018/LBC** (Application granted)

Location: Byford Cottage Church Road Gosfield Essex CO9 1TL

Description: Replacement of the rear boundary fence of Byford Cottage.

**Item 2. Planning applications and TPO.**

**Ref: 21/00598/TPO**

Location: 70 Edmund Green Gosfield Essex CO9 1UF

Description: Notice of intent to carry out works to trees 23/82 - Oak (T1) – I would like to simply trim back overhanging branches to the boundary fence.

Oak (T2) - Same as T1 (above). However, this tree has overhanging branches that pose risk to my shed and my fence.

In August of 2020, a branch of a significant size came down and I would like to avoid this occurring again. Again, I would like to cut back to just beyond the boundary fence.

No Objection

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

**Ref: 21/00466/HH**

Location: 17 Halstead Road Gosfield Essex CO9 1PG

Description: Proposed loft conversion and first floor rear extension, with new front dormer.

No Objection

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

**Ref: 21/00468/TPO**

Location: Land Adjacent to Queenswood Hall Drive Gosfield Essex

Description: Notice of intent to carry out works to trees with Tree Preservation Order 18/01 - Line of Oak trees and Sycamores along edge of Hall Drive located within The Grove to raise up by 5.2 metres to have lower branches removed to provide adequate clearance to high sided vehicles and 2 Oak trees to be cut down due to 1 dying and one has an old wound on and this one is leaning over the road.

No Objection

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

**Ref: 21/00571/HH**

Location: 19 New Road, Gosfield, Essex CO9 1PT

Description: Erection of single storey rear extension, installation of a porch and render to part of the front elevation and a brick-built storage building to the side.

No Objection

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

**Ref: 21/00469/TPOCON & PP-09507026**

Location: Playing Field Church Road Gosfield Essex

Description: Notice of intent to carry out works to trees in a Conservation Area - Line of Oak, Silver Birch and Sweet Chestnut trees to be raised up by 5.2 metres to give adequate clearance for high sided vehicles travelling along Hall Drive. For information only.

## 21/040 Financial Matters.

Approve accounts for payment.

Gosfield Parish Council						
Payment Approval & Reporting						
Council Meeting 15 March 2021						
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>						
Scribe	26/01/2021	345.60	57.60	288.00		Accounts software to 31 March 2022
Amazon	17/02/2021	61.96	10.32	51.64		Litter Pickers x 4
Planning Portal	02/03/2021	259.00	4.17	254.83		Planning application fee for shop extension
HandyKing	06/03/2021	161.97		161.97		Grass seed, compost, labour to sow in play area
Wave	08/03/2021	27.07		27.07		Allotment water
Wave	09/03/2021	87.04		87.04		Pavilion water
Westover Woodlands	14/03/2021	157.50		157.50		Work at Nature Reserve per invoice
Richard Edwards Group	03/03/2021	138.78	23.13	115.65		Payroll bureau services Jan-Mar 2021
<b>Total</b>		<b>1238.92</b>	<b>95.22</b>	<b>1143.70</b>	<b>0.00</b>	
<b>Reported under Financial Regulation 5.6</b>						
<b>Payments, which are approved annually, made during the period 18.2.2021 to 15.3.2021</b>						
e-on		200.24	3.33	16.67	180.24	Pavilion electricity
Payroll Costs inc PAYE & Pensions		1048.85		1048.85		Monthly Salaries & Employment costs
		<b>1249.09</b>	<b>3.33</b>	<b>1065.52</b>	<b>180.24</b>	
<b>Previously Approved payments paid during the month</b>						
		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>Total Payments</b>		<b>2488.01</b>	<b>98.55</b>	<b>2209.22</b>	<b>180.24</b>	

To note that we have received £800.00 from Cllr Peter Schwier (Community Grants) towards the building of the extension onto the pavilion for the new community shop (Thanks expressed to Cllr Schwier).

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

## 21/041 Matters Arising from previous minutes.

Matters Arising from previous minutes.

**Item 1.** Highways Issues update by Cllr Beavis, including the kerbs at Greenfields, ongoing.

Blocked drains through Gosfield, The Street Braintree Road reported on 2/9/20 to Highway's ref 2678143 ongoing.

**Item 2.** Bus Shelter request, little or no hardstanding, request passed onto Highways – ongoing.

**Item 3.** Previous minute no. 20/135 – Salt bin at the end of the Limes – ongoing.

**Item 4.** Special Constables – ongoing.

**Item 5.** The Gosfield Community Shop – normal opening hours will resume as from 29<sup>th</sup> March, the annual meeting has taken place.

**Item 6.** Plans for extension onto the Pavilion – update/Building Regs, specification/schedule of works etc to consider who will be responsible for paying for this work and the overall cost of the extension. Re-submission of plans at a cost of £259.00 to be taken from the shop extension budget heading. It was confirmed that the Parish Council would be overall responsible for the funding raising for paying for this work and the overall cost of the extension. Plans have been resubmitted.

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

**Item 7.** Fund Raising for the pavilion update by Cllr Bloomfield, it was confirmed that all fund raising should be arranged by the Parish Council, see item 6 and that we should approach the National Lottery and for the CBS to apply for some grants that the Parish Council are unable to. The Scarecrow trail will not take place this year as not viable, a possible garage sale will take place instead details will be in the Grapevine.

**Item 8.** Local Pan – see 21/037.

**Item 9.** E-mail Address – ongoing.

**Item 10.** Neighbourhood Plan – update.

- Consider final application for the Neighbourhood Plan
- Approve formal 'Designation' application Letter

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

- Approve publication of designated website – now finalised for publication.

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

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Signed.....

**Chairman of the Parish Council**

**Date: 26<sup>th</sup> April 2021**

- Approve Grapevine/newsletter submission - a five-page update and a map.  
Proposed by Cllr Bloomfield, seconded by Cllr Waters, all in favour, resolution passed.

- Update - accounts, re-scheduling of 'Drop-In' events & initial discussions re Resident's survey/questionnaire

**Item 11.** Car Park – ongoing.

**Item 12.** Previous Minute No. 20/011 - The Old Village sign – will take photos of top half and store for historic information, not cost effective to restore. Seconded opinion required and a cost for a new one to incorporate the shop to be on the next agenda.

**Item 13. Previous Minute No. 21/027 Hedging.**

To consider hedging the playing field, from the play area to Hall Drive, approximate cost of hedging only £1,000.00 to come out of the 2020/21 Pavilion and Playing Field repairs budget. It was agreed to approach the Prince of Wales Trust or the Woodland Trust for funding – in discussion the Stephen Westover, to be on the next agenda.

**Item 14. Play area** – the grass is in a terrible condition, bark at the entrance required update, costs to be taken from the children's play area budget. The handyman has grass re-seeded the area and suggested bark at the entrance. Cllr Bloomfield suggested plastic turf protection might be a better option.

**21/042 Playing Field Management Committee.**

**Item 1.** To discuss and consider a formal legal licence agreement for the playing field management committee to remain a separate organisation. A draft proposal circulated – to wait and hold a face-to-face meeting with the Playing Field Management Committee to discuss, as it has to be agreed by both parties.

**Item 2.** No report available from Cllr Hough, Cllr Pawsey or Cllr Bloomfield.

**21/043** To receive reports from outside bodies, training courses, village representatives, and Parish Council working groups.  
None.

**21/044 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.

Fencing along the top of the Playing field similar to the Children's play area, costs to be considered at next meeting.

**21/045 Date of Next Meeting.**

Virtual Parish Council Meeting on 19<sup>th</sup> April 2021.

Meeting Closed at 8.28pm