

MINUTES OF GOSFIELD PARISH COUNCIL MEETING
HELD ON
MONDAY 16th MAY 2022
AT THE PAVILION, THE PLAYING FIELD, CHURCH ROAD, GOSFIELD AT 7.15PM

Present:

Cllr Tricia Edwards (Chairman)
Cllr Bob Waters (Vice-Chairman)
Cllr Jo Beavis
Cllr Sam Cowie
Cllr Carol Hough
Cllr Sara Moutard
Cllr Maggie Pawsey
Mrs Diane Jacob (Parish Clerk)

Two members of the public and Cllr Siddall & Cllr Schwier.

22/095 Welcome and Apologies for Absence. The Chairman welcomed everyone, apologies for absence received and accepted from Cllr Bloomfield and Cllr Colyer (due to work commitments and holiday).

22/096 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 Edwards and Cllr Waters relating to agenda item 22/107 relating to the community shop. Cllr Hough declared an interest at item 22/102 and abstained from voting.

22/097 Public Participation Session with respect to items on the agenda and other matters that are of mutual interest.

A member of the public expressed concerns that work has taken place at the Limes development but not all the documentation are in place at BDC, 3 strategies should have been received but only 2 are on the BDC website this is in breach of conditions and has been reported to BDC. There should be an arborologist's method statement, landscape management plan, biodiversity plan etc. The Management committee has not held any meetings prior to commencement of works Cllr Beavis to contact Chris Paggi. Parish Council to monitor the situation.

22/098 County and District Councillors to address the members if present.

The cycle way project is moving forward, the reprofiling at Sloe Hill regarding the flooding is underway. Bornbrook Hill potholes to be repaired in June. The visitors centre at the Rivenhall incinerator was opened. County Councillors have to put forward only 38 potholes in the whole area to be considered for repair. Cllr Edwards and a representative of Gosfield in Bloom to be invited to a meeting to discuss the issues relating to road signs, kerb edging etc with the cabinet member of Highways and Cllr Siddall to discuss not being supported by ECC to enter the best kept village competition as Halstead in Bloom are also having the same Highway issues.

Cllr Schwier reported that five new enforcement officers have been recruited by BDC and working their way through the backlog. If developers do not adhere to conditions, then they could be fined up to £5,000.00 Parish Council Members expressed thanks to Cllr Schwier for his involvements with the Community Shop and BDC.

22/099 Minutes.

To confirm the minutes of the Parish Council Meeting held on 25th April 2022, these were approved as a true and accurate record.

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

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Signed.....

Chairman of the Parish Council

Date: 20th June 2022

22/100 Planning Matters.

Item 1. Planning updates.

Item 2. New Planning Applications.

Ref: 22/00801/ADV

Description: Signage: - 1 No. Hanging sign -externally illuminated 2 No. fascia signs- externally illuminated 2 No. hand painted signs on building -non illuminated 1 No. signage panel - non illuminated 2 No. signage panels on boundary wall - non illuminated 2 No. car park and smoking signs- non illuminated.

Location: The Kings Head PH The Street Gosfield Essex CO9 1TP

No objection

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

Ref: 22/00794/LBC

Description: Installation of signage to include: - 1 No. Hanging sign -externally illuminated, 2 No. fascia signs- externally illuminated, 2 No. hand painted signs on building -non illuminated 1 No. signage panel - non illuminated, 2 No. car park and smoking signs- non illuminated. Installation of 2 No. lanterns and 6 No. LED floodlights. Repainting of exterior.

Location: The Kings Head PH The Street Gosfield Essex CO9 1TP

No objection

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

22/101 Accounts 2021/2022.

Item 1. To accept the Internal Auditors Report. Received and noted.

Item 2. To confirm reclaim for VAT 2021/2022. Over £4,000.00 has been received.

Item 3. Approval of Governance Statement for 2021/2022 prior to submission to the Audit Commission.

1. We have put in place arrangements for effective financial management during the year, and the preparation of the accounting statements.
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.
3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.
7. We took appropriate action on all matters raised in reports from internal and external audit.
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have financial impact on this authority and, where appropriate, have included them in the accounting statements. Chairman and Clerk to sign.

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

Item 4. Approval of Accounting Statements for 2021/2022 prior to submission to the Audit commission. Chairman and RFO to sign.

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

Item 5. Year End Bank Reconciliation for 2021/2022 prior to submission to the Audit Commission. Chairman and Clerk to sign.

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

Item 6. Confirmed that the notice of public rights and publication of annual governance and accountability return will be displayed between 13th June 2022 and 22nd July 2022.

22/102 Financial Matters.

Item 1. Approve accounts for payment.

Gosfield Parish Council Payment Approval & Reporting Council Meeting 16 May 2022						
Supplier	Invoice Date	Total Payable	VAT Input Tax Recoverable	Net Cost to GPC	Grant/ Amount Recoverable	Brief Description of Supply
For approval and payment						
Handyking	9.5.22	65.00		65.00		Repair to swing/fill in potholes in pavilion car park
BDC	9.5.22	148.20			148.20	Discharge of planning conditions-pavilion extension
St Annes Haulage	5.5.22	60.00	10.00	50.00		1 ton road planings
Carl Hough	5.5.22	800.00		800.00		Dismantle skate board ramp and dispose
MD Landscapes	2.5.22	573.60	95.60	478.00		Grass cutting x 2 all areas
Mrs D Jacob	30.4.22	65.45		65.45		Clerks expenses
Tesco	2.5.22	15.73	2.62	13.11		Cleaning materials
Total		1073.20	10.00	915.00	148.20	
Reported under Financial Regulation 5.6						
Payments, which are approved annually, made during the period 26.4.22 to 16.5.22						
e-on	3.5.22	348.68	3.33	16.67	328.68	Pavilion electricity
Payroll costs						
Previously Approved payments paid during the month						
Total Payments		1421.88	13.33	931.67	476.88	

Proposed by Cllr Beavis, seconded by Cllr Cowie, Cllr Edwards, Cllr Waters and Cllr Pawsey in favour, Cllr Hough abstained (due to declaration of interest) Cllr Moutard objected as she thought the £800.00 could have been spent on repairs rather than removal. Cllr Waters explained that the skate ramp was beyond repair. Resolution passed.

Item 2. It was agreed to grant the Community Shop £1.00 for every Neighbourhood Plan resident survey received. Cllr Moutard to confirm the number of surveys received.

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

22/103 Matters Arising from previous minutes.

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

Item 2. Previous Minute No.21/192 Footpath Map – update by Cllr Waters, to consider not charging for the remaining village maps as they are so out of date, and for the new design to be of a fold out layout it was agreed to not charge for the remaining maps.

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

Item 3. Special Constables – ongoing.

Item 4. Local Plan – ongoing with BDC.

Item 5. (Previous minute no. 21/133) Highways Priority list of highway improvements for Gosfield Cllr Beavis to send the list to Cllr Siddall.

Item 6. Previous Minute No. 21/111 Gosfield Nature Reserve Risk Assessment. Cllr Bloomfield to draft a risk assessment to be sent to Westover Woodlands for comment and to all Councillors prior to this meeting update by Cllr Bloomfield. Cllr Moutard to draft risk assessment.

Item 7. Previous Minute No. 22/029 woodland known as The Lodge Plantation, Gosfield parcel of land for inclusion into the Nature Reserve.

The Parish Council are not in a financial position to be able to purchase any land, however, if the land was granted to the village they would take ownership, to discuss and consider legal costs. To consider paying all

legal costs and to set up a working group to inspect the land. Cllrs to go and survey the land and awaiting further information from solicitors, to be on the next agenda.

Item 8. Previous minute number 22/050 Village Pump & Well to discuss and consider cost to restore, update on permission from Eastlight. Do we want to take over ownership? Solicitors' costs from £500 - £1,500 + VAT and disbursements. Awaiting further information from Eastlight, item to be on the next agenda.

22/104 Neighbourhood Plan.

Cllr Moutard confirmed that data from the surveys was being collated and hoped to have the analysis to meet the deadline dates. Thanks expressed for all the collating and work involved with the Neighbourhood Plan.

22/105 Skate Ramp.

See also previous minute number 220/077. The skate ramp had to be removed as it was not able to be repaired, a quick decision had to be made due to Health & Safety issues relating to the ramp, all the foam underneath had stuck to the underside of the metal, so water was getting in through the holes and the foam soaking it up causing rusting. A new ramp will hopefully be purchased in the future using S106 funding.

22/106 Gosfield Community Shop Committee.

Permission was granted for the shop volunteers to erect a stall on the playing field for the duration of the Scarecrow Trail weekend, 3rd to 4th September.

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

22/107 Community Shop.

The community shop has appointed a builder at a cost of £160,000.00 (which includes everything) building work to commence in October 2022. Thanks expressed to the Maurice Rowson Trust for donating £40,000.00 still a lot of fundraising required, the National Lottery meeting went well but still awaiting a response. BDC have been updated.

22/108 Personnel Committee 2022.

To arrange a personnel committee meeting in June to carry out staff appraisals and discuss contracts of employment.

22/109 To receive reports from outside bodies, training courses, village representatives, and Parish Council working groups.

Cllr Moutard reported that the Village Hall Management Committee have obtained quotes for improving the acoustics, heating and lighting, which is very expensive.

22/110 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.

Bus Service Cllr Beavis to find out information regarding the lack of continuity relating to the service in Gosfield.

22/111 Date of Next Meeting.

Annual Parish Assembly 30th May 2022 (7.15pm)

Parish Council Meeting Monday 20th June 2022 (7.15pm)

Meeting Closed at 9.25pm