

MINUTES OF GOSFIELD PARISH COUNCIL MEETING  
HELD ON  
MONDAY 15<sup>th</sup> MAY 2023  
AT THE PAVILION, THE PLAYING FIELD, CHURCH ROAD, GOSFIELD AT 7.37PM

**Present:**

Cllr Tricia Edwards (Chairman)  
Cllr Bob Waters (Vice-Chairman)  
Cllr Carol Hough  
Cllr Maggie Pawsey  
Cllr Tony Strudwick  
Cllr John Willis  
Mrs Diane Jacob (Parish Clerk)

Three members of the public.

**23/090 Welcome and Apologies for Absence.** The Chairman welcomed everyone, apologies for absence received and accepted from Cllr Colyer (due to holiday).

**23/091 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, Cllr Waters and Cllr Willis relating to agenda item 23/097 Item 3 relating to the community shop.

**23/092 Public Participation Session with respect to items on the agenda and other matters that are of mutual interest.**

Neighbourhood Plan discussed about the cost and how long the project is taking.

**23/093 County and District Councillors to address the members if present.**

Not present.

**23/094 Minutes.**

To confirm the minutes of the Parish Council Meeting held on 17<sup>th</sup> April 2023, these were approved as a true and accurate record.

Proposed by Cllr Pawsey, seconded by Cllr Edwards, Cllr Hough, Cllr Pawsey and Cllr Willis in favour, Cllr Strudwick abstained, resolution passed.

**23/095 Planning Matters.**

**Item 1. Planning updates.**

**Item 2. New Planning Applications.**

**Ref:** 23/01045/HH & 23/01046/LBC

**Description:** Partial deconstruction and proposed reinstatement and repair of boundary wall.

**Location:** Liston Hall Farm Gosfield Airfield Hedingham Road Gosfield, Essex CO9 1SB

No objection

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

### 23/096 Financial Matters.

Approve accounts for payment.

| Gosfield Parish Council  |              |                |                           |                 |                           |  |
|--|--------------|----------------|---------------------------|-----------------|---------------------------|--|
| Payment Approval & Reporting   |              |                |                           |                 |                           |  |
| Council Meeting 15 May 2023  |              |                |                           |                 |                           |  |
| 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>  |              |                |                           |                 |                           |  |
| RCCE   | 31.3.23      | 1500.00        | 250.00                    | 1250.00         |                           | Report of Neighbourhood Plan survey data |
| HandyKing  | 11.4.23      | 150.00         |                           | 150.00          |                           | Rotating Village Sign                    |
| MDLandscapes (Anglia) Ltd  | 23.4.23      | 537.60         | 89.60                     | 448.00          |                           | Grass cutting                            |
| Parish Clerk   | 28.4.23      | 88.23          |                           | 88.23           |                           | Clerks expenses                          |
| Community Action Suffolk   | 28.4.23      | 8.96           |                           | 8.96            |                           | Additional Insurance Premium             |
| King & Co  | 4.5.23       | 84.50          | 14.08                     |                 | 70.42                     | Coronation tree/compost/planting pack    |
| Poppy Hillman-Crouch   | 26.4.23      | 203.00         |                           |                 | 203.00                    | King Coronation Badges                   |
| Words and Music  | 18.4.23      | 500.00         |                           |                 | 500.00                    | Live Music for Coronation event          |
| Tesco  | 11.5.23      | 60.88          | 10.15                     | 50.73           |                           | Cleaning products for pavilion toilets   |
| HandyKing  | 12.5.23      | 65.00          |                           | 65.00           |                           | Ha Ha Ditch,bin emptying, swing repair   |
| David Self Tree Surgery  | 10.5.23      | 320.00         |                           | 320.00          |                           | Cut down, 2 dead elms and 1 cherry tree  |
| <b>Total</b>   |              | <b>3518.17</b> | <b>363.83</b>             | <b>2380.92</b>  | <b>773.42</b>             |  |
| <b>Reported under Financial Regulation 5.6</b>   |              |                |                           |                 |                           |  |
| <b>Payments, which are approved annually,made during the period 17.4.23 to 15.5.23</b> |              |                |                           |                 |                           |  |
| e-on   | 2.5.23       | 674.91         | 5.00                      | 20.00           | 649.91                    | Pavilion Electricity                     |
| Payroll costs  | 18.4.23      | 1216.40        |                           | 1216.40         |                           |  |
| <b>Previously Approved payments paid during the month</b>                              |              |                |                           |                 |                           |  |
|  |              |                |                           |                 |                           |  |
|  |              |                |                           |                 |                           |  |
|  |              |                |                           |                 |                           |  |
| Total Payments   |              | 5409.48        | 368.83                    | 3617.32         | 1423.33                   |  |

Proposed by Cllr Hough, seconded by Cllr Pawsey, Cllr Edwards, Cllr Willis in favour, Cllr Strudwick objected Resolution passed.

### 23/097 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. 22/029 woodland known as The Lodge Plantation, Gosfield parcel of land for inclusion into the Nature Reserve, ongoing.

**Item 3.** Community Shop – now built and completed within budget and on time, grand official opening to be on 14<sup>th</sup> June 2023.

**Item 4.** Previous minute no. 22/162 The Street/Heddingham Road Hedges overhanging pavement – no update.

**Item 5.** Previous minute no. 22/208 Village pump – no update.

**Item 6.** Previous minute no. 22/221 Old village sign – is now refurbished and to be installed on the green verge near the muck spreader planter along Church Road, front face of sign to face the road.

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

**Item 7.** Speed Camera Previous minute no. 22/031 – has been re-calibrated and returned.

**Item 8.** New Village Sign Previous minute no. 23/066 – has now been twisted round and is now facing in the correct position as per agreed by Parish Council under minute number 23/066.

### 23/098 Neighbourhood Plan.

Next meeting scheduled to take place in June. To put together all the analysis and to construct the plan Cllr Willis confirmed that completion will take place by December 2023.

### 23/099 Footpath Map.

New map completed and printed - it was agreed by Council members to charge £1.00 for a footpath map, to be sold in the Community shop.

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

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Signed.....

**Chairman of the Parish Council**

**Date: 19<sup>th</sup> June 2023**

**23/100 Gosfield In Bloom.**

It was agreed grant £50.00 to Gosfield In Bloom for plants  
Proposed by Cllr Edwards, seconded by Cllr Hough, all in favour, resolution passed.

**23/101 Personnel Committee 2023.**

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

**23/102 Memorial trees/benches on the Playing field.**

It was discussed and considered memorial trees/benches on the playing field.  
The Parish Council agreed not to set a precedent and allow memorial trees/benches on the playing field, as the playing field should remain an open space. Clerk to contact the Nature Reserve warden to ask if such trees could be planted in the Nature Reserve.  
Proposed by Cllr Edwards, seconded by Cllr Hough, all in favour, resolution passed.

**23/103 Community360 Walks.**

Community 360 group will be setting up walks around Gosfield, to be headed up by Cllr Colyer. Walks will take place on the last Friday of the month starting from the Community Shop from 10.30 to 11.30am.  
Posters/advertising will be displayed.

**22/104 To receive reports from outside bodies, training courses, village representatives, and Parish Council working groups.**

Training was discussed and was agreed for Cllr Strudwick and Cllr Willis to attend new Councillor training.  
Dates etc to be confirmed.

**23/105 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.  
Budget Figures for Handyman required by Cllr Strudwick.  
Highways – Speed limits and crossing proposal to be sent to the Clerk prior to setting the next agenda by Cllr Willis.

**23/106 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.  
Previous minute number 22/242 Parish Council meeting date for June 2023.  
Proposed by Cllr Edwards, seconded by Cllr Waters, all in favour, resolution passed.

**23/107 Date of Next Meeting.**

Parish Council Meeting will be held on Monday 19th June 2023 (7.15pm)

**23/108 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 23/109 and 23/110, 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.  
No vote taken.

**23/109 Fencing along the boundary of the Playing Field.**

To consider fencing the Playing Field boundary area.  
Item not discussed.

**23/110 Playing field Drainage and Car Park.**

**Item 1.** Playing field drainage.

**Item 2.** Car Park update.

Items not discussed.

Meeting Closed at 8.35pm