

**MINUTES OF GOSFIELD PARISH COUNCIL MEETING HELD ON MONDAY 21<sup>st</sup> OCTOBER 2019 AT THE PAVILION, THE PLAYING FIELD, CHURCH ROAD, GOSFIELD AT 7.15PM.**

**Present:**

Cllr Bob Waters (Chairman)  
Cllr Tricia Edwards (Vice-Chairman)  
Cllr Jo Beavis  
Cllr Joanne Colyer  
Cllr Sam Cowie  
Cllr Carol Hough  
Cllr Sara Moutard  
Cllr Maggi Pawsey  
Mrs Diane Jacob (Parish Clerk)  
Together with 25 members of the public.

**19/205 Welcome and Apologies for absence** – Apologies for absence received and accepted from Cllr Bloomfield.

**19/206 Declarations of interest** – Received and accepted from Cllr Colyer regarding item 19/211 item 15 and 19/214.

**19/207 Public Participation Session with respect to items on the agenda and other matters that are of mutual interest.** Members of the public raised the following items:

Gosfield Nature Reserve annual clearance of paths and a little bit of damage to trees cleared. The memorial bench east side of the east pond to be installed on Saturday 9<sup>th</sup> November, volunteers required.

Item number 19/222 would it be better to wait as heavy lorries will be driving over it when building works commence on the pavilion, Chairman confirmed that building works would not take place soon and the bump needs to be fixed as soon as possible.

Congratulations to a resident in Gosfield who has passed her CiLCA training as a Parish Clerk.

Radio Essex at 8.40 on Sunday there will be an item on the war memorial, thanks expressed to everyone involved with the project.

**19/208 County and District Councillors to address the members.**

County Councillor Jo Beavis and District Councillor Peter Schwier put forward views concerning the local plan sections 1 and 2. There are different views on the ongoing development of the District Plan which were put forward. Various questions were asked and the local authority will keep us informed of the plan as it develops.

**19/209 Minutes**

Parish Council Meeting minutes held 16<sup>th</sup> September 2019, Cllr Moutard required amendment to item 19/187 Item 2 to read “To contact BDC Landscapes Services to apply for TPOs on the trees in the Limes, Gosfield”. After the amendment made to minutes of 16<sup>th</sup> September approved and signed by the Chairman.

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

**19/210 Planning Matters.**

**Planning Matters.**

**Item 1.** Planning Updates. 18/00279/Out The appeal will be determined at an informal hearing which will take place on 12<sup>th</sup> November regarding Shardlowes Farm, Hedingham Road Gosfield Outline Planning Application with all matters reserved except access, for the demolition of commercial buildings, erection of up to 135 dwellings including 54 affordable dwellings. Chairman confirmed he will be attending the meeting.

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

**Ref: 19/01638/HH**

Eden Cottage Park Lane Gosfield Essex CO9 1TU

Erection of 2 bay green oak cart lodge with tiled roof.

No Objection

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

**Ref: 19/01804/OUT**

Land West Of Hedingham Road Gosfield Essex

Outline planning permission with all matters reserved apart from access for a new residential development comprising of up to 23 dwellings alongside associated works.

Objection

Objected on two main grounds. 1 Although it could be classified as a brownfield site, there were other considerations which had to be taken into account which could have priority over the preference for developing brown field sites. 2. The site is remote and has no connection with other settlements.

We already have 2 allocation sites, Cllr Beavis abstained because not fully engaged with the community as the Neighbourhood Plan working group meeting has not yet taken place.

Concerns raised regarding access.

Proposed by Cllr Edwards, seconded by Cllr Waters, Cllr Colyer, Cllr Moutard 4 in favour, 3 against Cllr Cowie, Cllr Hough and Cllr Pawsey. Resolution passed.

**19/211 Matters Arising from Previous Minutes.**

**Item 1.** Car Park – the car park has been skimmed, awaiting topping.

**Item 2.** Pot Hole reported to Highways – In the Street - ongoing.

**Item 3.** Bus Shelter request, little or no hardstanding, request passed onto Highways – this is on the LHP list and will be put forward to the validation committee next month.

**Item 4.** Special Constables – on going

**Item 5.** Mobile Phone Mast – only received 5 responses to the survey - on going

**Item 6.** Neighbourhood Plan Working Group – meeting set to take place in the Village Hall on 31<sup>st</sup> October

**Item 7.** Street Lights Working Group - meeting in October, ongoing

**Item 8.** Play Equipment and skateboard ramp repairs – will be carried out within the next 2 weeks.

**Item 9.** Building on Parish Council Land – Enforcement contacted residents they have 28 days to respond.

**Item 10.** Soil movements at Oak Grove – Enforcement notified and the landscape officer assessed the woodland and has now secured a Tree Protection order on the woodland to protect the trees from any further damage.

**Item 11.** Handyman – on going

**Item 12.** VE Day -75 years anniversary on 8<sup>th</sup> May 2020 – to place article in the Grapevine for residents to make suggestions.

**Item 13.** Christmas Tree – to make a donation of £100.00 to the Social Club for the purchase of a Christmas Tree. Proposed by Cllr Beavis, seconded by Cllr Waters, all in favour resolution passed.

**Item 14.** Fund Raising – ongoing.

**Item 15.** The Gosfield Community Shop – more volunteers required.

**Item 16.** Bin near the skate ramp – Has not been removed as the lid can now be removed to empty the bin – the new one awaiting placement to be on the next agenda to confirm a location.

**Item 17.** Previous Minute number 19/191 and 19/192 To thank Cllr Peter Schwier for the £400.00 community grant, not now to be used for a drink's fridge, we will reapply in the near future for an alternative item.

**Item 18.** Emergency Plan – Cllr Moutard to update ready to be approved in December.

**19/212 Royal British Legion.**

Agreed for the clerk to purchase 3 poppy wreaths at a cost of £18.50 each.

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

### 19/213 Plans.

Plans for an extension onto the Pavilion discussed and agreed to instruct the Architect to complete and send plans/drawings into BDC to apply for Planning Permission.

Proposed by Cllr Edwards, seconded by Cllr Waters, Cllr Colyer, Cllr Moutard, Cllr Beavis and Cllr Cowie in favour, Cllr Pawsey and Cllr Hough abstained, resolution passed.

### 19/214 The Plunkett Foundation.

Cllr Edwards reported that the Plunkett Foundation would register the Community Benefit Society. They had advised that the normal cost would be £570 but if we used their model rules, then the cost would be £310, ie a net cost of £260. It was agreed to become a member of the Plunkett Foundation who will help with advice and fundraising etc.

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

### 19/215 Financial Matters.

**Item 1.** To send a letter to the Twinning Association asking for a donation of £250.00 towards the village sign.

**Item 2.** Investment Policy adopted.

**Item 3.** New account's software package at a cost of approx. £500.00 specialised for Parish Councils, approved

**Item 4.** Approved £500.00 transfer to the Pavilion sinking fund.

**Item 5.** Approved accounts for payment.

Gosfield Parish Council						
Payment Approval & Reporting						
Council Meeting 21 October 2019						
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>						
Tony Strudwick	18/09/2019	20.00	0.00	20.00	0.00	Black bags for Grapevine deliveries
CS Catering Equipment	27/09/2019	436.96	72.83	364.13	0.00	Drinks fridge for shop ( Grant from Gosfield Golf Club for £250 and GCS £114.13)
Paul Clark Printing	02/10/2019	389.00	0.00	389.00	0.00	Grapevine printing costs
MD Landscapes	28/09/2019	414.00	69.00	345.00	0.00	Grass cutting skate park/play area + allotment hedge £120
Richard Edwards Group	11/09/2019	136.08	22.68	113.40	0.00	Payroll bureau costs
Amazon	04/10/2019	10.99	0.00	10.99	0.00	The Laypersons Guide to Neighbourhood Planning
e-on	01/10/2019	501.53	23.88	477.65	0.00	Street light electricity
Steelway Fensecure	17/10/2019	54.00	9.00	45.00	0.00	Spring for children's play area gate
<b>Total</b>		<b>1908.56</b>	<b>188.39</b>	<b>1720.17</b>	<b>0.00</b>	
<b>Reported under Financial Regulation 5.6</b>						
<b>Payments, which are approved annually, made during the period 17.9.19 to 21.10.19</b>						
Wave	20/09/2019	40.09	0.00	40.09	0.00	Allotments water to 19/09/2019
Wave	09/09/2019	150.83	0.00	37.71	113.12	Pavilion water to 9/9/2019
Wave CREDIT NOTE	20/09/2019	-150.83	0.00	-37.71	-113.12	Pavilion water to 9/9/2019
Wave	20/09/2019	176.20	0.00	44.05	132.15	Pavilion water Amended account to 18/09/2019
e-on	02/10/2019	201.71	3.33	16.67	181.71	Pavilion electricity
Payroll Costs	18/09/2019	1466.67		1466.67		Payroll payments inc PAYE and Pension
		<b>1884.67</b>	<b>3.33</b>	<b>1567.48</b>	<b>313.86</b>	
<b>Previously Approved payments paid during the month</b>						
Cash to Gosfield Community Shop	16/09/2019	1000.00			1000.00	Working capital for shop Loan
Cash to Gosfield Community Shop	19/09/2019	500.00			500	Working capital for shop Loan
Sharer Chapman	17/09/2019	168.00			168.00	Directors and Officers insurance - shop ( Part loan)
Sharer Chapman	17/09/2019	408.76			408.76	Contents insurance for shop( Part loan)
Contra to Gosfield community shop	27/09/2019	114.13			114.13	Loan / Grant re Fridge
Transfer to Gosfield Community Shop	10/10/2019	809.11			809.11	Balance of £3000.00 loan paid to shop account
Glasdon	02/10/2019	197.33	32.89	164.44	0.00	Litter bin for playing field
		<b>3197.33</b>	<b>32.89</b>	<b>164.44</b>	<b>3000.00</b>	
<b>Total Payments</b>		<b>6990.56</b>	<b>224.61</b>	<b>3452.09</b>	<b>3313.86</b>	

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

**19/216 Local Plan.**

Local Plan issued from BDC discussed and considered, debated under item number 19/208 – No vote taken ongoing.

**19/217 Freedom of information Request.**

To confirm that the Parish Council has received a Freedom of Information request and that has been dealt with, advice taken from the EALC – For information only not for discussion.

**19/218 Response from Councillors.**

Councillors are reminded that they should respond to all e-mails and requests from the Parish Clerk and Chairman between meetings.

**19/219 Item 1.** To receive reports from outside bodies, training courses, village representatives, and Parish Council working groups. Cllr Moutard reported on the recent Cllr Training days attended by herself and Cllr Beavis and asked approval to attend Advanced Councillor days 1 and 2 for both herself and Cllr Beavis. Permission from the Parish Council was granted proposed by Cllr Waters, seconded by Cllr Beavis all in favour resolution passed.

**Item 2.** War Memorial - There will be a Gosfield War Memorial dedication ceremony in St Catherine’s Church, then moving off to unveil the new memorial at the Maurice Rowson Hall on Saturday 2<sup>nd</sup> November at 2pm. Thanks expressed to the War Memorial Committee.

**19/220 Items for next agenda.**

Website

**19/221 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 19/222 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 the press and public.

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

**19/222 Driveway to Playing field.**

Quotes for levelling out the bump, and infill with concrete the two sides of the entrance near the road discussed and considered, Parish Council approved the quote from Matt Jarvis at a cost of £985.00

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

**19/223 Date of Next Meeting.**

Parish Council Meeting Monday 18<sup>th</sup> November 2019 (7.15pm) in the Pavilion.

Meeting Closed at 8.55pm.