

MINUTES OF GOSFIELD PARISH COUNCIL MEETING HELD ON MONDAY 16th SEPTEMBER 2019 AT THE PAVILION, THE PLAYING FIELD, CHURCH ROAD, GOSFIELD AT 7.15PM.

Present:

Cllr Bob Waters (Chairman)
Cllr Tricia Edwards (Vice-Chairman)
Cllr Mark Bloomfield
Cllr Joanne Colyer
Cllr Sam Cowie
Cllr Carol Hough
Cllr Sara Moutard
Cllr Maggi Pawsey
Mrs Diane Jacob (Parish Clerk)
Together with 6 members of the public.

19/182 Welcome and Apologies for absence – Apologies for absence received and accepted from Cllr Jo Beavis.

19/183 Declarations of interest – Received and accepted from Cllr Colyer regarding item 19/191 and Cllr Pawsey item 19/187 item 2 ref 18/02007/FUL.

19/184 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:

Soil has been moved at Oak Grove over the last 3/4 weeks and destroyed the verges/trees, Clerk to contact BDC Enforcement for an update. There will be a Gosfield War Memorial dedication ceremony in St Catherine's Church, then moving off to the memorial at the Maurice Rowson Hall on Saturday 2nd November at 2pm. Speeding in Church Road is very bad at the moment along with parked cars, to suggest to the Playing Field Committee to ask clubs such as the football club, to park in car parks and overfill in Hall Drive rather than Church Road.

19/185 County and District Councillors to address the members.

District Councillor Peter Schwier – The Cedars planning application to be called into Committee, trees in a conservation area request landscape team to come out and inspect. The contact magazine has been delivered to every household in the district, the local plan is available to look at online. Thanks expressed to Cllr Schwier for the £400.00 Community grant agreed.

19/186 Minutes.

Item 1. Parish Council Meeting minutes held on 19th August 2019 approved and signed by the Chairman.

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

Item 2. Parish Council Extraordinary Meeting minutes held 2nd September 2019 approved and signed by the Chairman.

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

19/187 Planning Matters.

Item 1. Planning Updates.

Ref 19/01190/FUL Social Club, Gosfield

Will be going to the Planning Committee.

19/00184/VAR The Coach House, Russels Road

Will be going to the Planning Committee.

Cllr Pawsey left the room.

Item 2. Planning Applications.

Ref: 18/002007/FUL

17 dwellings with associated access, parking, garaging, landscaping and amenity space. Land off The Street, Gosfield.

To take into consideration the need for tree preservation orders on the trees in the proposed development and the avenue of Lime trees. The Clerk to contact BDC Landscapes Services to ascertain which, if any, of the trees have TPO's on them and where they are not in place to make the necessary applications.

No Objection, proposed by Cllr Waters, seconded by Cllr Edwards, all in favour, resolution passed.

Cllr Pawsey returned to the meeting.

19/188 Matters Arising from Previous Minutes.

Item 1. Car Park – A meeting to take place this week between GB Finch and Transporters.

Item 2. Pot Hole reported to Highways – In the Street – Clerk confirmed that this has been reported.

Item 3. Bus Shelter request, little or no hardstanding, request passed onto Highways – this item is on the LHP scheme and is awaiting funding.

Item 4. Special Constables – still awaiting recruits.

Item 5. Mobile Phone Mast –Cllr Cowie to conduct a village survey to see if one big mast or lots of small ones dotted around the village is preferred, article to be placed in the Grapevine. Received one quote for £60,000 from a National Company to seek further quotes from local companies.

Item 6. Neighbourhood Plan Working Group – Cllrs on the Neighbourhood Plan Working Group are Cllr Bloomfield, Cllr Moutard, Cllr Beavis and Cllr Waters, Gosfield Parish Council confirmed that they would like to work towards producing a Neighbourhood Plan. A meeting to take place on 31st October in the Maurice Rowson Hall, time to be confirmed by Cllr Bloomfield.

Item 7. Street Lights Working Group–to meet in October, and walk around the village to check the street lights.

Item 8. Play Equipment and skateboard ramp repairs – work due to commence week commencing 23rd September.

Item 9. The Chairman confirmed that a letter had been delivered to a resident requesting building work on our land to be taken down, another letter has been sent informing them that if the building is not removed by the end of October then legal action will be taken. Clerk has also informed BDC enforcement.

Item 10. Handyman – Still awaiting applications, no interest at present.

19/189 Financial Matters.

The Responsible Financial Officer gave an update to Parish Council members for the first 5 months of the financial year. VAT reclaim re the previous year of £4,595 was received in April. Due to the large amount of VAT paid this year to date (£3,561 to the end of August), a six-monthly VAT reclaim would be made. There was a deficit of £648 on the village sign project. Councillors to consider at the next meeting whether to ask the Twinning Association for a donation or to take it from general reserves.

A heading has been set up in the accounts for the shop building fund. A receipt of £1,000 had been banked in September from Mr & Mrs B Payne re the open gardens, the gift was conditional upon its use towards the cost of the pavilion extension for the community shop. The allotment invoices have been sent out. Invoices also sent regarding the Grapevine, electricity and water invoices to the shop and Playing Field Management Committee re their share. The RFO provided Councillors with an analysis of moneys held on current projects and reserve funds. It was suggested to the Parish Council that they should consider an investment policy. The RFO was requested by a Councillor to add forecasted expenditure for the remainder of the year into the spreadsheet. The RFO indicated that could be done but it would be preferable if Councillors consider a specialised accounting software package which would produce various financial reports for Parish Council consideration. This item to be on the next agenda.

Accounts for 2018/2019 – to confirm a clean external audit and confirm that the notice of conclusion of the audit and the right to inspect the Annual Return will be on the notice board for the required 14 days. All accounts can be viewed on our website.

Thanks expressed to Richard Edwards for all his work regarding the Parish Council Accounts.

Approved accounts for payment.

Supplier	Invoice Date	Total Payable	VAT Input Tax Recoverable	Net Cost to GPC	Grant/ Amount Recoverable	Brief Description of Supply
For approval and payment						
A & J Lighting	02/09/2019	149.94	24.99	124.95		Streetlight No 56, Nuns Meadow
M D Landscapes	31/08/2019	270.00	45.00	225.00		Skate and Play area grass cutting
Market Mobility	06/09/2019	19.20	3.20	16.00		Grabber for litter picker
Travis Perkins	06/09/2019	60.88	10.15	50.73		Type 1 for pavilion car park
Darkins Supply Store	03/09/2019	13.49	2.25	11.24		Padlock for cleaning cupboard
Tesco	04/09/2019	15.93	2.66	13.27		Cleaning products
Elmwood Joinery	22/08/2019	68.25		68.25		Timber
PKF Littlejohn	15/09/2019	360.00	60.00	300.00		External audit fee
Total		957.69	148.25	809.44	0.00	
Reported under Financial Regulation 5.6						
Payments, which are approved annually, made during the period 20.8.19 to 16.9.19						
e-on	02/09/2019	234.88	3.33	16.67	214.88	Pavilion electricity
Payroll costs		1089.50	0.00	1089.50		
Previously Approved payments paid during the month						
Total Payments		2282.07	151.58	1915.61	214.88	

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

19/190 General Power of Competence.

It was confirmed and adopted the proposal that Gosfield Parish Council meets the requirements to become a Parish Council with 'General Power of Competence'.

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

Cllr Colyer left the room.

19/191 The Gosfield Community Shop.

A meeting has taken place and a committee formed with Isla Gill as Chairman, the stock has been taken away. The shop has been deep cleaned and will reopen shortly.

Item 1. Working Capital, it was agreed by the Parish Council to provide a temporary loan of £3,000.00 to be repaid at a later date.

Item 2. Replace the water heater and the fan heater near the door – this work to be carried out by Transporters.

Item 3. Drinks fridge – It was agreed by the Parish Council to use the £400.00 Community grant to purchase a new drinks fridge.

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

Cllr Colyer returned to the meeting.

19/192 Community Grants.

This item was agreed and confirmed that the £400.00 would be used to purchase a new drinks fridge for the shop, as per item 3 above. Thanks expressed to District Councillor Peter Schwier.

19/193 Fund Raising.

A fund-raising working group was set up, Cllr Bloomfield, Cllr Moutard and Cllr Waters, the group to hold a meeting to consider fund raising events and applying for grants for the following projects:

Repairs to Play equipment, building the extension onto the Pavilion, and the mobile phone mast.

Proposed by Cllr Bloomfield, seconded by Cllr Waters, all in favour resolution passed. This item to be on the next agenda for an update.

19/194 Christmas Tree.

The Parish Council discussed the possibility of a Christmas tree, it was agreed for the Chairman to approach the Social Club – Item to be on the next agenda for an update.

19/195 Bin near Skate ramp.

To purchase a new bin at a cost of £156.91 Plus VAT.

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

19/196 Council Documents.

The Emergency Plan was considered and adopted by Gosfield Parish Council. Cllr Moutard to update the Emergency Plan so that it can be re-adopted in December.

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

19/197 S106 Funding.

It was considered and confirmed to use S106 Funding to purchase a new skate ramp, similar size and design and for it to be located in the exact location as the current one.

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

19/198 Item 1. To receive reports from outside bodies, training courses, village representatives, and Parish Council working groups – None. **Item 2. War Memorial** – Previously discussed, see item 19/184.

19/199 Items for next agenda.

Sinking fund £500.00 for the Pavilion.

Councillor’s to e-mail the Clerk before 14th October to add any new proposals/items to the next agenda.

19/200 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 19/201, 19/202 and 19/203, 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.

To Suspend Standing Orders – to reconsider and re-vote.

Vote to suspend Standing Order item 7. To revisit item regarding Highways Devolution Contract previous item number 19/163.

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

19/201 Highways Devolution Contract.

Out of 276 Parish Councils in Essex only 13 have signed up to the pilot scheme, it was therefore decided to wait and see how the scheme progresses, as the Parish Council would be expected by Essex County Council Highways to undertake a lot of work for little funding. Gosfield Parish Council decided not to take part at the present time, no contract signed.

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

To reinstate Standing Orders.

19/202 Gosfield In Bloom.

Congratulations expressed to Gosfield in Bloom for receiving a Gold Award this year.

The Licence for Planting in verges and to install metal containers, tyres and wooden planters at various locations, was signed by the Chairman, Clerk to send it back.

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

19/203 Driveway to Playing Field.

Still awaiting quotes – item to be on the next agenda.

19/204 Date of Next Meeting.

Parish Council Meeting Monday 21st October 2019 (7.15pm) in the Pavilion. Meeting Closed at 9.05pm.