

MINUTES OF THE LITTLE YELDHAM, TILBURY JUXTA CLARE AND
OVINGTON PARISH COUNCIL MEETING HELD AT THE VILLAGE HALL,
LITTLE YELDHAM ON TUESDAY, 17th JANUARY 2023 AT 8 P.M.

In the chair: Mr. P. J. Gentry

Present: Mrs. C. Gray, Mr. A. Osmond-Evans, Mr. D. Patient & Mrs. M. D. Pearce
Mr. A. Corder-Birch (Clerk)
Mrs. I. Parker (District Councillor)

PUBLIC COMMENT

There was no public comment.

75) APOLOGIES FOR ABSENCE

Mrs. K. Chapman (Maternity), Mrs. A. L. Gardiner (? ?), Mrs. R. K. Marsh (Moved Away), Mr. K. R. Nott (Long Covid), Mr. P. E. Pawsey (Illness) and Mr. P. Schwier

76) ABSENT

Mr. J. H. Russell

77) DECLARATIONS OF INTEREST

No interests were declared.

78) TO CONFIRM MINUTES OF PREVIOUS MEETING

The minutes of the meeting held on 8th November 2022, having been previously circulated; were taken as read, were confirmed and duly signed by the chairman as a correct record.

79) MATTERS ARISING FROM THE MINUTES

a) Flooding issues at North End

The Chairman reported that Mrs. K. Chapman had raised the issue of flooding in North End. Mr. I. Yeldham will clear a section of the Belchamp Brook in the spring when the ground is hard enough for his JCB. The Chairman had offered to meet Mrs. Chapman on site to view and consider other flooding issues nearby.

There were no other matters arising.

80) CORRESPONDENCE

The correspondence received and listed in appendix one was referred to Councillors for information and the contents noted.

81) ACCOUNTS

The following payments were received:

Proceeds for Little Yeldham Recreation Ground:

| | | |
|---|------------------|-----------|
| Easy Fundraising | £38.55 | |
| Christmas Bazaar (and £37.50 for VH hire) | £404.10 | |
| Essex Community Foundation – Grant | <u>£3,000.00</u> | £3,442.65 |

Proceeds for Ovington Defibrillator

| | | |
|------------------------------------|----------------|-----------|
| Essex Community Foundation – Grant | £600.00 | |
| Donations from Ovington residents | <u>£400.00</u> | £1,000.00 |

The following accounts were presented for payment.

| | | |
|--|----------------|---------|
| Little Yeldham Village Hall – Grant | £500.00 | |
| Hire charges 2020-2022 | <u>£237.50</u> | £737.50 |
| Society of Local Council Clerks – Annual subscription | | £73.00 |
| Richard Cooper – Shelving in former telephone kiosk at Tilbury Juxta Clare | | £200.00 |
| British Heart Foundation – Ovington defibrillator (£137 payment) | | £600.00 |

It was proposed by Mr. A. Osmond-Evans, seconded by Mrs. C. Gray and carried that the above accounts are paid.

82) TO CONSIDER BUDGET AND PRECEPT FOR 2023-2024

The Clerk reported that in 2022-2023 the budget and precept was £7,800, which included £500 for Community Policing, which had not been spent and could be deducted this year. Following consultation with the Chairman and Vice Chairman the following budget was recommended:

| | | |
|---|---------------|--|
| Grass and hedge cutting and fuel | £2,722 | |
| Administration | £3,100 | |
| Inflation on above amounts at 9% | £524 | |
| Annual servicing of defibrillators in Lt Yeldham & Ovington | £270 | |
| Air Ambulance | £200 | |
| Village Halls | <u>£1,000</u> | |
| | <u>£7,816</u> | |

In addition Councillors agreed to add £100 to cover the cost of painting the exterior of the former telephone kiosk at Tilbury Juxta Clare amounting to a total of £7,916.

Mrs. M. Pearce raised the issue of litter in Little Yeldham, particularly on the Recreation Ground. The Chairman explained that any expenses should be met out of the Street Cleansing Contract and not out of the Precept. The income from the Street Cleansing Contract will be reduced by one third in 2023-2024, but this will be covered by a surplus, which has been carried forward from previous years. However the situation will need to be reviewed by the PC for 2024-2025 and ensuing years.

It was proposed by Mrs. M. Pearce, seconded by Mrs. C. Gray and carried that the Parish Council accepts the budget and precepts for £7,916 for 2023-2024. The precept form was then completed, signed by the Chairman and countersigned by the Clerk.

83) TO APPROVE PARISH COUNCIL SAFEGUARDING POLICY

The Chairman and Mrs. M. Pearce had drafted a Safeguarding Policy for the Parish Council, which is required in connection with the application for a grant from the National Lottery. The draft, which had previously been circulated to all Councillors, was approved upon the proposal of Mrs. C. Gray, seconded by Mr. D. Patient and carried.

84) LITTLE YELDHAM RECREATION GROUND REPORT

Mrs. M. Pearce reported upon the following progress since the November meeting:

- a. The Christmas Bazaar had raised £404.10.

- b. The Essex Community Foundation had made a grant of £3,000.
 - c. £38.55 was received from Easy Fundraising making a total of £3,442.65 since the last meeting.
 - d. A further £905 is expected from Justgiving Crowdfunding, which can be drawn when a contractor is appointed.
 - e. A decision from the National Lottery is awaited.
 - f. Details were given of fund raising events being arranged during 2023.
 - g. The money raised so far is sufficient to cover improvements to the entrance, the construction of pathways and the provision of seats.
- Mrs. Pearce was thanked for her report and for the continuing progress.

85) TO CONSIDER PLACING ORDER FOR PATHWAYS, ENTRANCE & SEATS

Mrs. Pearce reported upon discussions with contractors and quotes received to date, which appeared to vary with what items they had quoted for. It was agreed that the contractors should quote or re-quote for identical work and that three quotes should be obtained to comply with financial regulations.

It was understood that the work is allowed under permitted development. ECC Highways only need to be consulted if a vehicular access is required, but not for an existing pedestrian access. Nevertheless it was agreed that an application could be made to BDC for confirmation that the work, including the access, is permitted.

86) REPORT UPON WORK AT FORMER TELEPHONE KIOSK AT TILBURY

Mr. A. Osmond-Evans reported that he was very happy with the new shelving constructed inside the former telephone kiosk at Tilbury Juxta Clare. However the exterior requires repainting for which the estimate is up to £100, including labour and materials. The Clerk reported that the shelving had cost £200, but BDC had paid a grant of £250 so there was an underspend of £50 for which BDC may require repayment. It was agreed to ask BDC for approval to allocate the £50 underspend towards the painting.

87) TO REVIEW GDPR SECURITY COMPLIANCE CHECKLIST

Mr. D. Patient reported upon scam emails, which appear to come from the Chairman, which must be deleted immediately. Councillors require protection and security from this nuisance. Mr. Patient reminded Councillors of the rules about personal data control, retention dates and the importance of compliance with destruction/deletion of relevant emails. In particular password protection is required for security and Councillors need to delete all emails over one year old. Mr. Patient reported that as PC Data Controller he had asked all Councillors to confirm that all emails over one year old had been deleted. He had received confirmation of compliance from seven Councillors, but four Councillors (not at the meeting) had not complied and he will send them reminders.

88) PROPOSED DEFIBRILLATOR FOR OVINGTON

The Clerk that £1,300 had been raised towards a defibrillator and heated cabinet for Ovington, made up as to a grant of £600 from Essex Community Foundation, £400 donations from Ovington residents and the Parish Council's contribution of £300. A cheque for £600 is being sent to the British Heart Foundation leaving a balance of £700 to carry forward and the heated cabinet will cost £574.99. Mr. James and Mrs. Debbie

Nott are proposing to cover the cost of installation, electrical connection and any other set up costs. Mrs. Nott was thanked for her hard work in connection with the defibrillator.

89) PROPOSED MEMORIAL FOR H.M QUEEN ELIZABETH II (1926-2022)

Mr. A. Osmond-Evans proposed that a tree and plaque on Little Yeldham Recreation Ground is considered as a permanent memorial for H.M. Queen Elizabeth II. It was agreed to consider how this will tie in with other work planned on the Recreation Ground.

90) BRAINTREE DISTRICT COUNCIL REPORT

Mrs. I. Parker reported that the BDC budget will be considered on 10th March 2023. Costs, particularly staff costs had increased and income reduced, which left a budget gap of £1½ million, but some reserves can be used. The street cleansing budget has been reduced by about one third and charges may be introduced for emptying green bins from 2024. The Government is introducing a Rural Prosperity Fund for levelling up in rural areas under which BDC is eligible for £600,000. Parish Councils and organisations can apply for between £10 and £50,000 and applications open in February. Money has to be spent and then reclaimed, with no match funding required, but the applications must relate to climate change. The proposed changes to Parliamentary Constituencies will not proceed and the three villages will remain in the Braintree Constituency.

91) ESSEX COUNTY COUNCIL REPORT

In the absence of Mr. P. Schwier no report was given.

92) HIGHWAY ISSUES

With help from Mrs. I. Parker and Mr. P. Schwier, the issue of flooding near Tucklands Farm, Gestingthorpe had been raised with the Cabinet Lead for Highways. Mr. R. Gardiner had tried to rod through the drain, but was unable to do so, so ECC Highways must carry out the work. With regard to flooding in Little Yeldham Road, Mr. R and Mrs. A. Gardiner had provided an update of their efforts to jet out the blocked drain, but their equipment was not strong enough. The problem was first reported to ECC Highways three years ago, but they still claim it is not high priority. As this is a priority two road, Mrs. I. Parker will pursue this issue with Mr. P. Schwier.

93) ANY OTHER BUSINESS

a) Wiseman's Cottages, Tilbury Juxta Clare

Mr. A. Osmond-Evans reported that he had been approached by the owners of Wiseman's Cottages consequent upon a planning application in respect of a nearby property. He had spoken to the Planning Officer at BDC dealing with the application and representations to BDC will be considered.

There being no further business the meeting closed at 9.15pm

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(Date)

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(Chairman)