

MINUTES OF LITTLE YELDHAM, TILBURY JUXTA CLARE AND OVINGTON
ANNUAL PARISH COUNCIL MEETING HELD AT THE VILLAGE HALL,
LITTLE YELDHAM ON TUESDAY, 16th MAY 2017 AT 8 P.M.

In the chair: Mr. K. R. Nott
Present: Mr. R. S. Brookes, Mr. R. Bryant, Mr. W. P. Clayton, Mrs. A. L. Gardiner, Mr. M. Graham, Mrs. J. Lushington, Mrs. R. K. Marsh, Mr. D. Patient and Mr. G. Thomas.
Mr. A. Corder-Birch (Clerk)
Together with 3 (three) members of the public

1. APOLOGIES FOR ABSENCE

Mr. P. E. Pawsey (holiday), Mr. D. Finch and Mrs. I. Parker

2. DECLARATIONS OF INTERESTS

All Councillors declared an interest in connection with the planning applications (17/00092/FUL & 17/00093/LBC) relating to Sewells Farm, Little Yeldham by reason of the Council owning the freehold of the Playing Field adjoining the site.
There were no other declarations of interests.

3. ELECTION OF CHAIRMAN

It was proposed by Mr. W. P. Clayton, seconded by Mrs. A. L. Gardiner and carried that Mr. K. R. Nott is re-elected as Chairman for the ensuing year.

4. ELECTION OF VICE CHAIRMAN

It was proposed by Mr. K. R. Nott, seconded by Mr. M. Graham and carried that Mr. W. P. Clayton is re-elected as Vice Chairman for the ensuing year.

5. ELECTION OF REPRESENTATIVES TO OTHER ORGANISATIONS

The following representatives were elected:

Little Yeldham Village Hall Committee	Mr. M. Graham and Mrs. J. Lushington
Belchamp St. Paul Community House	Mr. P. E. Pawsey
Airfield Joint Action Group and BDC	
Airfield Liaison Group	Mr. P. E. Pawsey
EALC Meetings	Chairman & Vice Chairman
BALC Meetings	Chairman & Vice Chairman
Public Rights of Way: Little Yeldham	Mrs. A. L. Gardiner & Mr. M. Graham
	Tilbury Juxta Clare
	Ovington
Tree Wardens:	Little Yeldham
	Tilbury Juxta Clare
	Ovington
Planning:	Little Yeldham
	Tilbury Juxta Clare
	Ovington
Emergency Planning:	Little Yeldham
	Tilbury Juxta Clare
	Ovington
Highway defects	Little Yeldham
	Tilbury Juxta Clare

Ovington

Mr. P. E. Pawsey

Contributor of Parish Council news to Parish Magazine – Arising from this item it was agreed to give consideration to setting up a website for the Parish Council. Mr. M. Graham and Mr. D. Patient agreed to explore both a website and contributions to the Parish Magazine and to report back to the next meeting. Mr. R. Bryant also offered the services of his son who has experience in setting up websites.

6. MINUTES OF PREVIOUS PARISH COUNCIL MEETING

The minutes of the previous Parish Council Meeting held on 21st March 2017, having been circulated, were taken as read, were confirmed and duly signed by the Chairman as a correct record, subject to the deletion of 'an abandoned vehicle' in paragraph 91a.

7. MATTERS ARISING FROM THOSE MINUTES

There were no matters arising.

8. CORRESPONDENCE

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

An email dated 10th May 2017 from an agent acting for the owners of Sewells Farm, Little Yeldham in connections with planning applications 17/0092/FUL and 17/00093/LBC was previously circulated to Councillors. It was noted that ECC Place Services had recommended refusal on heritage and design grounds. ECC Highways had also recommended refusal on highway grounds and therefore the agent/owner had asked to explore the possibility of an alternative right of way over the playing field. The Clerk reported that in the conveyance to the Parish Council dated 16th September 1975, Lt. Col. E. J. Unwin had incorporated a covenant that "*no part of the said property.....shall at any time be used for any purpose other than as a Sports Field or Play Area*". The Chairman ruled that this was a statement of fact and there should be no further discussion, which Councillors accepted.

9. ACCOUNTS

The Clerk reported receipt of the following amounts:

Braintree District Council – Street Cleansing Agreement		£1188.19
Braintree District Council – One half of Precept	£2852.00	
Braintree District Council – Localism Fund	£978.00	
Braintree District Council – Collection Fund Surplus	<u>£100.00</u>	£3930.00

The following accounts were presented for payment:

Essex Association of Local Councils – Affiliation fee for 2017-2018		£167.84
AON Limited – Insurance premium		£650.63
Tilbury Juxta Clare PCC – Use of Tilbury Church for meeting		£20.00
Suffolk County Council		
(Dedham Vale and Stour Valley Project) – annual grant		£25.00
Colne Stour Countryside Association – annual subscription		£5.00
Campaign to Protect Rural England – annual subscription		£36.00
Mr. A. Corder-Birch – net salary	£447.00	
petty cash	<u>£100.00</u>	£547.00
HMRC		£120.00
Essex Pension Fund – pension contributions		£155.04

It was proposed by Mr. M. Graham, seconded by Mr. D. Patient and carried that the above accounts are paid.

10. AUDIT AND APPROVAL OF ACCOUNTS FOR YEAR 2016-2017

The Clerk reported that he had completed and balanced the accounts for the year 2016-2017 and Mr. A. J. Money had completed the internal audit. The account book was circulated to Councillors. It was proposed by Mr. W. P. Clayton, seconded by Mr. G. Thomas and carried that the accounts are approved and that the Parish Council has fully complied with the annual governance statement set out on page 2 of the annual return for the year ended 31st March 2017. The Clerk reported that the external audit of the accounts by PKF Littlejohn LLP would take place on 5th June 2017 and that he would now send the annual return and necessary papers to them.

11. STREET CLEANSING CONTRACT 2017-2018

The Clerk reported that he had renewed the Street Cleansing Contract with BDC for the year 2017-2018 and the Parish Council had received the sum of £1188.19. It was agreed that the Clerk should order one skip for North End from 18th to 21st August and one each for Little Yeldham, Tilbury Juxta Clare and Ovington from 25th to 29th August 2017. It was noted that a balance of £670.92 had been brought forward for street cleansing purposes, which should be reduced.

12. MATTERS ARISING FROM TILBURY ANNUAL PARISH MEETING

Mr. W. P. Clayton stated that he had chaired the Tilbury Juxta Clare Annual Parish Meeting on 18th April and reported upon the following:

- a) The skip for Tilbury Juxta Clare will be located on the Village Green at Tilbury Hill.
- b) Mr. D. Finch is asking ECC Highways for 30 mph advisory speed limit signs.
- c) The damage to the war memorial was deplorable and Mr. Finch is raising it with the Police. The Church is claiming on its insurance for repairs.

There were no other matters arising.

13. TO REVIEW REGISTER OF MEMBER'S PERSONAL INTERESTS

The Clerk reminded Councillors to review their Register of Member's Personal Interests forms and to notify the Monitoring Officer at BDC of any changes.

14. BROADBAND REPORT

Mrs. J. Lushington reported that her husband had attended a Superfast Essex meeting at Halstead on 8th May 2017. A written report was circulated to Councillors and is attached to these minutes as appendix two. There had been no change in the status and Mrs. Lushington agreed to draft a strong letter for the Clerk to send to Mr. D. Finch and the MP.

15. PARKING ISSUES AT NORTH END

Mr. W. P. Clayton reported upon a site meeting at North End with Mr. S. Pettit of GCH at which Mr. M. Graham and the Clerk had also represented the Parish Council. GCH had taken responsibility for the overhanging hedge and will also attend to parking arrangements for their tenants. GCH confirmed it had no interest in the ownerless land around the bus shelter. As the Parish Council owns the bus shelter and maintains the surrounding public open space it was agreed to seek ownership of this land in order to control the parking situation. Mr. W. P. Clayton was authorised to make the necessary Statutory Declaration on behalf of the Parish Council.

16. PROPOSED KERBING AROUND HALL GREEN CORNER

The proposed kerbing at Hall Green Corner had been raised by Mrs. I. Parker who had suggested applying to Braintree LHP for funding for continuation of the kerbing. Mrs. A. L. Gardiner reported upon the continuing erosion caused by vehicles and in particular heavy lorries. It was agreed to defer this item to the next Parish Council meeting to enable Mrs. Parker to speak about it.

17. PROPOSED ADDITIONAL PLAY EQUIPMENT ON PLAYING FIELD

Mrs. I. Parker had asked Councillors to consider the provision of playground equipment on the Playing Field at Little Yeldham out of development monies arising from the BDC Open Spaces Action Plan. Although there was some interest in new goal posts and nets, it was agreed to defer this item to the next meeting to enable Mrs. Parker to participate.

18. PURCHASE OF FORMER TELEPHONE KIOSKS

The Clerk reported that he had sent BDC a reminder regarding the incorrect listing of the telephone kiosk at North End, which BDC had agreed to raise with Historic England for rectification. BT had previously agreed to sell the North End kiosk to the Parish Council and had since agreed to sell the kiosks at the Village Green, Tilbury Juxta Clare and Upper Farm, Ovington. The Clerk had asked BT for one agreement covering the three kiosks and had enquired about decommissioning the telephony and disconnecting the electricity supply. He had also asked for the attestation clause to be corrected. The Chairman and Vice Chairman were authorised to sign the final agreement on behalf of the Parish Council. Upon completion, Mr. Clayton, Mrs. Gardiner and Mrs. Lushington kindly offered to supply books for the kiosks and Mr. Clayton reported that a resident had agreed to paint and maintain the North End kiosk.

19. BRAINTREE DISTRICT COUNCIL REPORT

Mrs. I. Parker had prepared a written report, which had been circulated and is attached to these minutes as appendix three.

20. ESSEX COUNTY COUNCIL REPORT

In the absence of Mr. D. Finch no report was given. The Chairman reported that Mr. Finch had been re-elected as County Councillor for the Hedingham Division.

21. ANY OTHER BUSINESS

There was no other business.

There being no further business the meeting closed at 8.35pm

.....
(Date)

.....
(Chairman)