



Clerk: W.J. Adshead-Grant

Minutes of the Meeting of the Parish Council held at Pleshey Village Hall on Wednesday 13th April 2022 at 8pm.

Governance

2022/652 Chairman's Welcome

Chairperson: Loudfoot

Councillors: Sommerville, Kenning, Groves and Howeson.

2022/653 Apologies for absence

Cllr Gunn and Holland

2022/654 Declarations of interests (existence and nature) regarding items on the agenda

No declarations.

2022/655 Public participation session for anyone with an interest in the Parish
(item does not need to be on the agenda)

No members of the public were in attendance

2022/656 Confirmation of the Minutes of the Monthly meeting held on the 9th of March 2022

Resolution *The Minutes were confirmed*

Planning

2022/657 Update on current applications with Chelmsford City Council:

Reference	Address	Type	Status
21/02207/FUL	Devas The Street Pleshey Chelmsford CM3 1HQ	Application	Application Permitted

Finances

2022/658 Financial Report

Bank account status: Business Account £ 23,040.53 (£19,760.15 + £3,280.38 com)

Cheque Account £ 2,225.82

Total £ 25,266.35

2022/659 Payments for approval at the meeting:

Date	Details	Chq	Total	Budget Header
13.04.2022	Mr F Manning	100989	£500.00	Viewing Area
13.04.2022	ATH Training Group	100990	£240.00	General Reserves
13.04.2022	Lumber Jack tress services	100991	£1,092.00	Other Reserve
13.04.2022	Ealc	100992	£89.24	EALC RCCE subscriptions
13.04.2022	HMRC	100993	£69.60	Paye
13.04.2022	The Hundred Parish Society	100994	£10.00	Reserve
13.04.2022	clerk	100995	£143.20	Salary
13.04.2022	Essex pension fund	100996	£141.51	Pension

Total Cost

£2285.55

Resolution *The Payments were approved*

2022/660 Clerk's Report and actions to be undertaken.

- Draft amendment to the financial regulations – (2021/520)
- Clerk to Digitise the records of any loose-leaf minutes - Started
- Clerk to gets quotes to digitise the book bound minutes – to be actioned during summer recess
- Clerk to arrange additional signatories on the Bank Account
- Clerk to assist two members on getting online with latest bank statement.
- Clerk to investigate the 20MPH limit with LHP for the whole village of Pleshey
- Clerk to Book training days for the 3 Councillors
- Clerk to get update from ECC on footpath submitted for re instatement
- VAT - reclaim of £589.75 in process

2022/661 Review and agree the monthly bank reconciliation – Vice Chairman

Resolution *Approved*

2022/662 Feedback on the three requested quotes for quarterly and annual playground inspections.

3 quotes were requested. 2 were received. Continue with current arrangement

Resolution *Continue with current arrangements with Play safety. The Annual inspection is due in May.*

Resolution *This Parish Council will undertake a weekly inspection and ensure an annual inspection is undertaken by an outside body.*

2022/663 Update on Funding Sources for Play equipment – Cllrs Kenning and Howeson
No progress currently.

Resolution *Defer to next month.*

Reports and Updates

2022/664 Discuss arrangements for the Queens Platinum Jubilee – Cllr Holland and Howeson

Resolution *Defer to the next meeting*

2022/665 Update on the Risk Matrix – ALL

Resolution *Defer to the next meeting*

2022/666 Confirmation of action to recover retrospective Allotment rents for 2020, 2021 and agree new price for 2022-2023 – Increase for future years as soon as appropriate for any plot holder that has signed an allotment agreement. Write to all allotment holders.

Resolution *Defer to the next meeting*

2022/667 Discuss the possibility of creating a footway over the bridge at rooters hill

Resolution *Defer to the next meeting*

2022/668 Update on the footpath case sent to Essex County Council.
The information from the ECC Solicitor was shared with the Council prior to the meeting.

Resolution *The Clerk to write to the Council to confirm the continued interest in this item with ECC Legal services.*

2022/669 To confirm the closing position of the accounts to Budget 2021-2022.
Underspend of £1904.67

Resolution *This was noted. However additional expenditure has been undertaken at the play area of over £1000.*

- 2022/670 To confirm and sign the Annual Governance Statement which forms section 12 of the Annual Return for Local Councils, Internal Drainage Boards and other smaller authorities in England for the year ended 31st March 2022.
Resolution **The statement was read out confirmed by all members and signed by the Chairman and the Clerk.**
- 2022/671 To adopt the Annual Accounts for the year ended 31st March 2022 – and to sign the Annual Return for the year ended 31st March 2022
Resolution **The accounts were reviewed, adopted and signed by the Chairman and the Clerk**
- 2022/672 The Parish Council meets the eligibility criteria to declare itself an exempt authority for 2021/2022 (Income and Expenditure is < £25,000, No Issues raised by the external auditors and the Parish Council is over 3 years old)
- The Parish Council Income was £9,684.28
 - The Parish Council expenditure was £9,594.10
- Resolution** **The Parish Council confirmed their eligibility and the Chairman, and the Clerk signed the paperwork.**
- 2022/673 Update on the Clerks Annual Appraisal for 2021/2022. Currently Spinal Point 14 (SP17 Maximum Level)
Resolution **Defer to next month**
- 2022/674 Confirm the arrangements for the Annual Parish Assembly on the 4th of May 2022
Resolution **Refreshments will be supplied and a reminder that we have Defibrillator training on the night.**
- 2022/675 Planning monitoring and enforcement in Pleshey.
Resolution **Highlight to planning enforcement that any work is undertaken without planning.**
- 2022/676 Report(s) from External authorities
City Council Housing standards for the Ukrainian refugees. Support of the £350. Language barrier is leading to homelessness especially in London. Only 88 registered refugees in Chelmsford.
Covid rates fluctuating. CCC staff work from home whenever they can. Northeast bypass approved 2023 build. Beaulieu waiting on update. Tindall square is being upgraded for the drainage. Grass cutting is being reduced to create biodiversity and sustainability.

Homes for Ukraine Scheme Update – April 2022

The following details only apply to the Homes for Ukraine scheme, not for people in the family visa scheme -- we do not receive any information about people entering the UK on this scheme and we cannot help them other than via normal 'business as usual' services.

Generally, we are told by central government as soon as a sponsor matches themselves with a Ukrainian guest. This means that we are told about people before a visa decision has been made and before there is a confirmed arrival date. ECC has no input into the visa application – that is purely a decision for the Home Office. There is nothing ECC can do to speed up the visa process or influence the outcome

The latest data indicates there have been 706 requests from Ukrainians with 482 sponsors in the ECC area. All these applications are at various stages of checking/approval.

DBS checks for sponsors continue with both adults and children's social workers involved.

We will arrange for a social worker to carry out safeguarding checks – this may involve a visit to the sponsor's home.

The district council will do a housing check to make sure that the property meets minimum standards which are set out to carry out safely

<https://www.gov.uk/guidance/homes-for-ukraine-scheme-frequently-asked-questions>

The £350 per month cannot be paid until all checks are satisfactory. The sponsor will need to tell us when the guests arrive in the home. We will pay the guest £200 on arrival, likely in vouchers. This is to tide them over whilst they make a benefit claim or find a job. Once the guest is here and the checks are satisfactory the district council will pay the £350 per month. The £350 is per sponsor, not per guest.

Uttlesford District Council are planning for potential pressures as the authority responsible for Stansted Airport and is looking at securing mutual aid from other local authorities to help with accommodation.

Sponsor Packs and Comms

- The first editions of our Sponsor packs are now online, including the translated versions of the packs for Ukrainian families. Pack content will be updated as time passes.
- Essex County Council is working with Southend and Thurrock to share communication so that approaches are similar.
- The sponsor packs and folders are currently at print and will be distributed to district, borough and city councils for onward distribution to sponsors asap. Again, these will be followed by paper versions of the packs for Ukrainian families.
- We have also issued separate guidance for sponsors.

The packs can be accessed here:

[Welcome to Essex: packs for sponsors - Essex County Council](#)

Ukrainian version: [Ласкаво просимо до Ессексу: інформаційні матеріали для гостей - Essex County Council](#)

[Information for sponsors welcoming a Ukrainian person or family - Essex County Council](#)

General information and updates are available here: [Essex stands with Ukraine: what you can do to help - Essex County Council](#)

RideLondon

All Parish Councils were invited to a presentation organised by EALC on the 23rd of March 2022.

In addition, I arranged 1:1 presentation to the 3 Parish Councils in my division which are directly affected by the route running through their parish - Great Waltham, Chignal and Writtle.

I arranged 2 “drop-in” sessions, 1 in Great Waltham, 1 in Writtle – for the 11th and 12th April at the Parish Offices 4pm to 7pm. These were staffed by RideLondon and ECC and they were able to answer more detailed questions about specific access arrangement. I invited all the “land-locked” businesses in my division, broadcast the drop-ins on all my local community social media places and personally leafletted some houses on the route.

I have made my objections known to the Leader of ECC and the Highways Cabinet Member. Whilst I understand the objective of promoting cycling, I believe that the disruption outweighs any benefit.

They have taken on board my concerns and have committed to a consultation after the event. I am told that whilst this is planned as an annual event for 5 years, it has not been contractually formalised, including the future routes.

20mph through the village

12th March - The Clerk asked me what steps would need to be taken to instigate a 20MPH speed limit through the whole of Pleshey Village.

My response is repeated below with some amendments:

Any submission to the LHP will be validated against the Speed and Traffic Management guide

https://www.essexhighways.org/uploads/lhp/mg/02_ecclhpmembersguidespeedtma.pdf

So, any LHP submission needs to be justified against the criteria set out in the document.

The road through Pleshey is a PR2.

If it doesn't meet the criteria, it will likely fail the validation stage.

If it gets through validation, there are a total of 14 Chelmsford Cllrs on the LHP committee who look at submissions in terms of priority – generally from safety aspects and number of people benefitted. This includes your own Parish Councils 'representative put on by EALC. You may wish to lobby them as well. The queue of schemes is currently equivalent to several years' worth of budget.

The LHP will also look at the Traffweb site – to see the number of serious and fatalities recorded in the last 5 years (hence it is important to record such accident with the police). I see that Pleshey has one serious incident recorded.

<https://www.essexworkstraffweb.org.uk/rtc/main.html>

Highways also look at 20mph on the basis that it is "self-evident" – i.e., it feels like a 20mph zone when you drive down it. The new estates are built in a way which makes the driver feel like they are in a pedestrian zone!

2022/677

Items for the next agenda – All

- 2022/663 Update on Funding Sources for Play equipment – Cllrs Kenning and Howeson
- 2022/664 Discuss arrangements for the Queens Platinum– Cllr Holland and Howeson
- 2022/665 Update on the Risk Matrix- all
- 2022/666 Confirmation of action to recover retrospective Allotment rents for 2020, 2021 and agree new price for 2022-2023 – Increase for future years as soon as appropriate for any plot holder that has signed an allotment agreement. Write to all allotment holders.
- 2022/667 Discuss the possibility of creating a footway over the bridge at rooters hill
- 2022/673 Update on the Clerks Annual Appraisal for 2021/2022. Currently Spinal Point 14 (SP17 Maximum Level)
- Drainage issue on Grange road, Vicarage road , Park Road
- RideLondon update
- Discuss the best location for the original silver Jubilee plaque and a new platinum Jubilee plaque.

04.05.2022	Annual Parish Assembly @ 8PM
11.05.2022	Monthly Meeting and AGM @ 8PM
08.06.2022	Monthly Meeting @ 8PM
14.09.2022	Monthly Meeting @ 8PM
12.10.2022	Monthly Meeting @ 8PM
09.11.2022	Monthly Meeting @ 8PM

Meeting closed 21:38

Will Adshead-Grant

Clerk to the Council