

Fyfield Parish Council

Clerk to the Council;
Derek Farr

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AGENDA

You are summoned to a meeting of Fyfield Parish Council to be held on Monday 13 March 2017 to be held at Fyfield Village Hall at 8.00pm, to complete the business shown on the agenda below.



Derek Farr
Parish Clerk
8 March 2017

1. Apologies for absence

To receive any apologies.

2. Declaration of Interests

To receive any declarations of interest. Members are invited to confirm whether interests are pecuniary or non pecuniary. Further advice is available before the meeting from the Clerk.

3. Confirmation of the Minutes of the Council meeting held on 13 February 2017

A copy of the draft minutes is attached to the agenda.

4. Questions and statements from members of the public

The time allocated for public questions shall be limited to 15 minutes, unless varied by the Chairman of the meeting.

5. Village Hall update

6. Sports Field Update

7. Cellular phone services masts

8. Play area improvements

To receive a report from the Parish Clerk

9. Footpaths

a) Maintenance of the Dole path behind the school.

b) Public Rights of Way Improvements Spring 2017

10. Use of council ground behind Walker Avenue

11. Request for pruning tree in churchyard

12. Parking review near shop

13. Clearance of local areas

14. Best Kept Front Garden Competition

15. Allocation of Members roles & responsibilities

16. Council Standing Orders and Financial Regulations

A report will be circulated under separate cover

17. Training/briefing sessions for members

18. Parish Assembly 2017

19. Financial report

A report will be circulated under separate cover

20. Authorising Expenditure

The following list of expenditure is presented for Council approval;

Payee	Item	£	Chq no.
Norwood Landscapes	Burial gnd maint Feb 2017	£220.00	101175
D Farr	Salary Feb '17	£265.36	101176
HMRC	PAYE Feb & Mar 2017	£132.60	101177
Skippers	Clearance of vegetation	£540.00	101178
Norwood Landscapes	Burial gnd maint March 2017	£220.00	101179
D Farr	Salary March 2017	£265.16	101180

21. Planning Matters;

a) *Planning Enforcement - Mobile home on meadow*

b) *Planning Applications;*

Application No: EPF/0221/17

Applicant Name: Mr Garry Hobson Planning

Location: The Bungalow Norwood End Fyfield ONGAR CM5 0RW

Proposal: Application for variation of condition 2 'plan numbers' on planning application EPF/2622/16 (Demolition of a detached bungalow and erection of a detached dwelling) to allow for a basement to be installed.

Further details are attached to the agenda.

22. Date of the next meeting

To confirm details for the next meeting, scheduled to be on

Fyfield Parish Council

Minutes of the meeting of Fyfield Parish Council held on Monday 13 February 2017 at 8:00pm at Fyfield Village Hall.

Present;

Councillor I Hadley (Chairman)
Councillor MS. C Apperley
Councillor L Lamb
Councillor Mrs B Seward
Councillor T Walden
Councillor K Webb
Councillor D Webster

In attendance;

Mr D Farr - Parish Clerk
10 members of the public

16/134 Apologies for Absence

There were none

16/135 Declaration of Interests

There were none.

16/136 Confirmation of Minutes of the meeting of 9 January 2017

The draft minutes for both meetings were approved as an accurate record.

16/137 Questions and Statements from the Public;

a) Vacancies on the Parish Council

A question was raised on why 3 Councillors had recently resigned from the parish council. The Chairman provided clarification of the reasons given by the 3 individuals involved.

b) Possible development at Gypsy Mead

It was reported that survey work was being completed at the above site and there was some speculation as to the purpose. The Chairman advised that the Council was not aware of the work or the purpose.

c) Dogs mess around play Equipment

Concerns were raised over dogs mess around the play equipment. Options for possible control of the problem were briefly discussed and volunteers to help clear the site up were sought. The Parish Council would consider this issue further at a future meeting.

16/138 Co-option of Councillors

5 local residents had contacted the Parish Council to express an interest in joining the Council and all had provided statements of introduction that had been circulated to members before the meeting. The Chairman requested that voting for candidates be completed by ballot. 2 rounds of voting were required to choose 3 candidates, each of which received an absolute majority. The 3 new members co-opted to the Council were Mr L Lamb, Mr T Walden and Mr D Webster. Each were invited to complete a Declaration of Acceptance of Office which were witnessed by the Parish Clerk. The 3 new members were then able to join the meeting.

16/139 Sports Field Maintenance

Quotations for the work had been sought and 3 quotes had been circulated to members before the meeting. Some clarification of tree works would be required and line painting was not now expected to be necessary. With these issue noted, it was **AGREED** that Skippers be appointed to complete the grounds maintenance requirements.

16/140 Support for the Village Store

No progress had been achieved with efforts to see in the District Council's Economic Development Team could provide any support for the local store. The clerk will investigate this further.

16/141 Improvements to Play Equipment

Details of an improved quotation for the work from Park Leisure was received. It was **AGREED** that the works should proceed based on the improved quotation. It was **AGREED** that additional works to replace a public bench should be investigated and added to the project at an estimated cost of £250. It was noted that efforts to obtain a key for the padlock allowing vehicle access to the site were continuing.

16/142 Mole treatment on the Sports Field

Members noted the appointment of specialist contractors to resolve the problem on the field. A further visit was expected to complete the treatment. Details of the costs were provided and were subject to formal approval as part of agenda item 14(b)

16/143 Churchyard Maintenance

Recent quotes for maintenance of the sports field raised questions about the value for money associated with similar works at the churchyard. It was noted that the churchyard contractor had recently been appointed to provide grounds maintenance work until March 2019.

16/144 Village Hall Report

It was noted that the Village Hall Committee were considering a draft licence from the Parish Council for the use of the field for organised sporting activities. Consideration of insurance cover requirements was ongoing. Discussions with local cricket and football clubs were continuing also and it was expected that discussions with Essex Cricket Club may see their use of the site continue with the club helping to prepare and maintain the square. There remained some concern that some regular users of the field are not yet known to the Village Hall Committee. Plans to improve facilities in the hall included the possible creation of a new toilet facility.

16/145 Village Store

The Clerk reported details of conversations and emails exchanged with the Economic Development Team at the District Council. It was clear that they were aware of the store and its importance to the local and wider community. Options and suggestions were awaited from the Economic Development Team.

16/146 First Responders and Defibrilators

It was hoped that a local First Responder group would be set up and suggested that a defibrillator could usefully be located in the centre of the village with the telephone box and bus shelter suggested as possible appropriate locations.

16/147 Parish Assembly

It was **AGREED** that the 2017 event would seek to involve greater participation by local community groups and clubs and work will take place to contact groups and promote the event.

16/148 Financial Reports***a) Income, Expenditure and Budget Report***

The report provided by the Clerk was noted.

b) Authorisation of expenditure

The following items were **APPROVED**;

<i>Payee</i>	<i>Item</i>	<i>£</i>	<i>Chq no.</i>
Norwood Landscapes	Burial gnd maint Dec '16	£220.00	101168
D Farr	Salary Jan '17	£265.16	101169
HMRC	PAYE Jan '17	£66.40	101170
Norwood Landscapes	Burial gnd maint Jan'17	£520.00	101171
I Hadley	Reimbursement of mole deterrents	£63.79	101172
I Hadley	Reimbursement - mole treatment	£694.80	101173
I Hadley	Reimbursement - trophy engraving	£35.00	101174

16/149 Planning Applications

Application No: EPF/3411/16 and EPF/0002/17

Applicant Name: Mr Robert Smith

Location: The Coach House, Willingale Road, Fyfield CM5 0PY

Proposal: Conversion of Barn To Residential Dwelling

No Objection**16/150 Mains Gas provision**

Councillor Webb reported findings of his research into the ability of residents to require the gas providers to install a domestic supply. It was clear that individual applications would be required and were unlikely to be successful.

16/151 Next Meeting

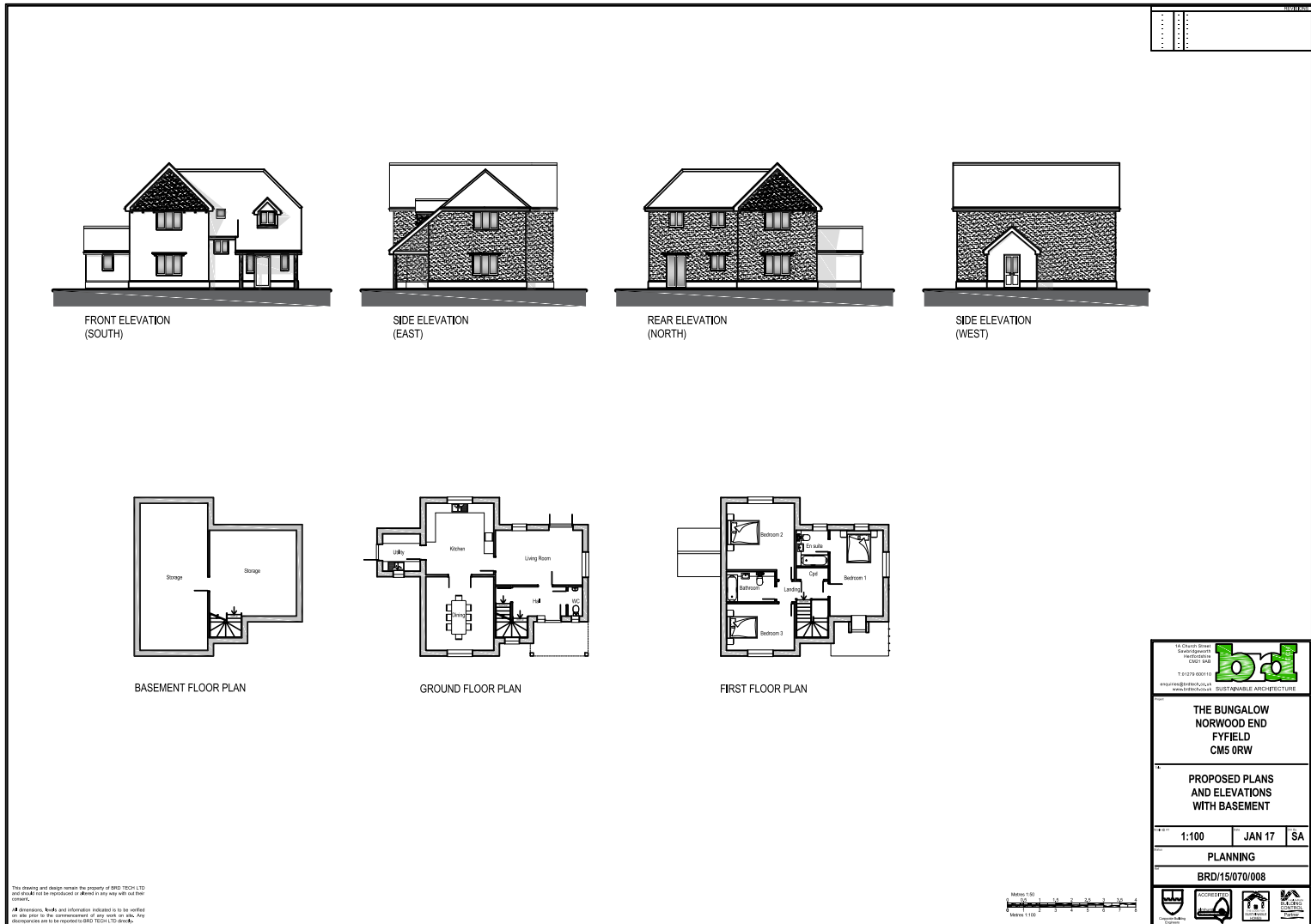
The next meeting of the Parish Council will be on 13 March 2017.

The Chairman closed the meeting at 9:30pm

Signed:

Date:

ITEM 21 (b)



A basement is proposed to be added to the approved house. Drawing BRD/15/070/002A is to be replaced by drawing BRD/15/070/008. The superstructure remains unchanged apart from minor layout amendment at ground floor to accommodate the basement staircase. This has also resulted in minor elevation change to front entrance door position and adjacent hall/WC windows.