



# Shalford Parish Council

Parish Clerk:

Cathryn Carlisle

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Minutes of the Parish Council, held on Wednesday, 16th May 2018

**Present** Cllr Golding (Chairman)

Cllr Askew

Cllr Oates

Cllr Eversden

Cllr French

Cllr Gurnett

Cllr Norman

DC Schwier

DC Tattersley

1 Member of the Public

Cathryn Carlisle (Clerk)

**18/92 Election of Chairman**

Cllr Askew Proposed Cllr Golding, this was seconded by Cllr Gurnett. Cllr Golding was duly elected as Chairman.

**18/92.1 Election of Vice-chairman**

Cllr Gurnett proposed Cllr Askew this was seconded by Cllr Golding. Cllr Askew was duly elected as Vice-Chairman.

**18/92.2 To complete Acceptance of Office Forms**

Cllr Golding and Cllr Askew complete the Acceptance of Office Forms

**18/92.3 Election of Parish Council's representative on the Village Hall**

Management Committee.

Cllr Eversden was nominated by Cllr Golding and seconded by Cllr French.

Cllr Eversden was elected as VHMC rep

**18/92.4 Election of Chairman of the Planning Committee**

Cllr French was nominated by Cllr Askew and seconded by Cllr Oates

**18/92.5 Election HR Committee**

Cllr Norman was nominated as Chairman of the HR Committee by Cllr Eversden this was seconded by Cllr Gurnett.

The Committee members will also be Cllr French, Cllr Gurnett, Cllr Oates

**18/92.6 Transport Representative**

Cllr Askew will continue to be Transport Representative

**18/92.7 Shalford Highways Plan Working Party**

Cllr Gurnett will continue to be the Highway Working Party Chairman

**18/92.8 Shalford Footpath Working Party**

Cllr Norman will continue to be Footpath Working Party Chairman

**18/92.9 Stop Stansted Expansion Committee**

Cllr Golding agreed to attend meeting as and when.

**18/92.10 Braintree Association of Local Councils**

The Council decided they would see who's available when meeting is arranged and subject on the Agenda.

**18/93 Apologies for Absence**

CC Butland

**18/94 The minutes of the PC meeting** held on Wednesday 18<sup>th</sup> April 2018 were approved and signed as a true record of the meeting.

**18/95 Declarations of interest**

Cllr Golding VHMC

The Clerk asked if any Cllrs had any changes to the Register of Interests.

**18/96 Public participation session with** respect to items on the agenda and other matters that are of mutual interest.

A Resident asked if we could plant some Service Trees (Sorbus) at Stoneley Park. The Clerk said she would pass this on to Andrew Brown.

**18/97 Clerk's Report.**

The Clerk reported that she had received the Internal Auditor's Report and she was satisfied that the Accounts complied with all requirements.

The Bus Shelter has been completed. People have been saying that it had cost a lot of money. Cllrs had said a new one would have cost £5,000 at least and that was excluding installation. The Parish Council had paid £3,000 for the Bus Shelter to be refurbished.

**18/98 Reports from Councillors with matters affecting the village**

Cllr Askew mentioned that the telephone box had been put back, the only problem is that the phone box isn't the listed one that was taken away. The Clerk to get on to Anglian Water in the morning to find out where our phone box is.

Cllr Askew had spoken with Stevenson with regards to diverting the bus down Water Lane while the main road was closed. The road was closed for 45 minutes instead of 3 days as stated.

Cllr French mention the Consultation on Illegal Encampment. The Clerk said she was completing this with the Chairman of Great Saling PC on Monday as they had first-hand knowledge of this.

Cllr French mentioned that she thought it would be a good idea too say "Thank you" to residents who go out and do something in the community to raise money for various charities. There was a lady who ran the London Marathon last month.

A120 preferred route will be launched in June. Cllr Schwier will be attending, Cllr French will be unable to attend due to other commitments.

The Planter near Water Hall Lane has a piece of wood broken. The Clerk to speak with Paul Edwards about repairing it.

Cllr French has said she would send out any funding options to the council if she any that she thinks would be appropriate for the PC or the VHMC.

**18/99 Finance**

18/99.1	£242.57	Clerks Salary,	201683
18/99.1	£5.20	HMRC Tax	BACs
18/99.2	£110.00	P Edwards Maintenance	201691
18/99.3	£25.54	Clerks Expenses	201684
18/99.4	£45.00	EALC Training	201688
18/99.5	£220.80	M D Landscapes Grass Cutting	201685
18/99.6	£50.00	Yvonne Morton internal Audit	201686

18/99.7	£68.00	G Askew Refreshments APM	201687
18/99.8	£3,000	R & M Builders Bus Shelter	201689
18/99.9	£149.22	A & J Lighting Maintenance	201690

Payments were approved and signed. Cllr Gurnett and Cllr French checked the invoices prior to the meeting.

18/99.10 Monthly Budget and Bank Reconciliation  
Cllrs agreed the monthly budget and bank reconciliation.

**18/100 Village Hall Management** Committee update

The meeting was cancelled due to some members not being able to make the meeting

**18/101 District Councillors Report**

The Cabinet has agreed the new town centre proposal, its not going to be a traditional town centre, there will be a 90 rooms hotel/health facilities/pharmacy/houses and flats, some affordable. There is a space for a doctor's surgery in the complex. The Health Facilities will run alongside the Community Hospital.

Finchingfield Bridge work looks set to start in the summer of 2019. There will be a diversion for HGV's and local traffic will use the local roads. The carriage way will remain the same size.

The Community Transport have 174 bookings to take people on outings to Garden Centres and to the Seaside.

BDC has committed to getting 99% of resident 30mb broadband. BDC has invested £336,000 and Essex has invested 1.8 million. The Clerk and the Chairman mentioned that County Broadband has said that they are covering certain areas of Jasper's Green, but the Council haven't heard from County Broadband since they had a meeting earlier in the year. DC Tattersley said for the Clerk to contact Cllr Cunningham at BDC with our concerns.

DC Schwier mentioned that Wethersfield had changed all their lights to LED and its saving them between 50-60% of electricity bills.

**18/102 County Councillors Report**

No Report

**18/103 BDC Local Plan 2033**

Cllrs Golding, French, Norman attended the hearing of section 1 for the Lightwood Development who hadn't been invited to the original hearing in error. The inspector now must decide if the plan is lawful, legally compliant and sound. The inspector

could make some recommendations to make it compliant and sound or he could say start again. We now must wait for the Inspector to come back to BDC in the next 6 months.

BDC has said that they were meeting with Uttlesford but couldn't prove this as there were no minutes taken.

BDC Issues and Options was supposed to be presented to the Local Plan Sub Committee at the May meeting, this hasn't happened due to all the extra work on the Local Plan Hearing.

The National Planning Framework is being revamped and it will say that any land up to an acre should be considered.

**18/103.1** Joint Council and Sercle update

The Clerk has received money from Felsted and Great Bardfield and managed to pay Malcolm Alsop the final part of his bill. Rayne still needs to pay their contribution. If the Local Plan goes to appeal and a Barrister needs to be appointed, we would need £60,000. It was suggested that a large area such as North Essex could join forces to take this on.

**18/104** **Village Enhancement**

**18/105.1** Defibrillator update

The Clerk to look and see if we can't put the defibrillator in the phone box, could we put it at The George.

**18/105** **Planning Applications/Comments**

**18/105.1** Planning Results

**18/00278/REM** Reserved Matters application following Outline Planning Permission 15/01117/OUT. Erection of 4 no. detached dwellings and associated garages, car parking, landscaping and external works. - White Court, Braintree Road, Shalford **Approved**

**18/00471/FUL & 18/00472/LBC** Conversion of barn to a dwelling. Erection of 2 bay cartlodge. Demolition of single storey building rear of house and erection of 1.5 storey rear extension with glazed link to house. - Nichols Farm, Braintree Road, Shalford **Approved**

**18/00592/OUT** Erection of one dwelling - Land Opposite Jaspers, Jaspers Green, Shalford

**18/00445/FUL** Installation of air source heat pump. - Silver Barn, Braintree Road, Shalford

- 18/106 Footpath/bridleway**  
**18/106.1** Bridleways Update from Cllr French  
 There's a new bridleway at Notley Park.
- 18/107.2** Footpaths Update from Cllr's  
 Cllr Oates had mentioned that the grass was growing. The Clerk to send a letter to Redfants Manor and Eversons Farm with regards to footpaths on their land  
 Cllr Norman to organise a meeting early June.
- 18/108 Highways**  
 18/108.1 Update from Highway Meeting  
 Cllr Gurnett to organise a meeting
- 18/109 Local Services Fund**  
 No update
- 18/110 Consultations and Publications** Received and to respond to.  
 No Consultations
- 18/111 Local Council Awards**  
 The Clerk is looking to get the forms completed for the July Deadline.
- 18/112 Data Protection**  
 The government has amended its bill to make Parish and Town Council exempt from having to employ a Data Protection Officer.  
 We just have to look at the Councils inhouse items. Cllr Gurnett agreed to set up new Gmail addresses for Councillors, so all Parish Council work will not be on personal emails
- 18/113 Annual Parish Meeting and Annual Report**  
 The Annual Meeting went well, we had good speakers. 60 residents attended the meeting.
- 18/114 Policies**  
 To Adopted the Following Policies  
 Standing Orders Adopted  
 Financial Regulations Adopted  
 Action Plan Adopted  
 Risk Review Adopted  
 Complaints Procedure To be adopted next month  
 Code of Conduct To be adopted next month  
 Training Policy To be adopted next month  
 Retention Policy  
 Publication Policy

Media and Recording Policy

**18/115 HR Committee**

The Clerk was asked to leave the meeting while this item was discussed.

The Clerk was asked to come back to the meeting

The Council agreed to pay the Clerk a bonus of £400 for going above and beyond her duties, for helping with the opposition to WoB, for passing her Cilca and putting work in to getting the Local Awards policies sorted.

**18/116 Superfast Broadband**

See District Councillors Report

**18/117 Matters to be raised by members for the next agenda**

War Memorials

**18/118 Date of the next meeting 20th June 2018**

**18/119 Closed at 9.25 pm**

Signed.....

Dated.....