



Shalford Parish Council

Parish Clerk:

Cathryn Carlisle

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Minutes of the Parish Council, held on Wednesday, 15th May 2019

Present Cllr Golding
Cllr Eversden
Cllr French
Cllr Askew
Cllr Gurnett
Cllr Oates
Cllr Batt

CC Butland
DC Tattersley
DC Santomauro
1 Member of the public
Cathryn Carlisle (Clerk)

Cllr Golding opened the meeting, asking for nominations for Chairman.

19/98 Election of Chairman

Cllr Askew nominated Cllr Golding, this was Seconded by Cllr Gurnett.
Cllr Golding said he would be year for this year only and in that time another Cllr needs to train to be Chairman.
Cllr Golding was duly elected as Chairman

18/98.1 Election of Vice-chairman

Cllr Eversden nominated Cllr French this was seconded by Cllr Golding
Cllr French was duly elected as Vice Chair

18/98.2 To complete Acceptance of Office Forms and Register of interest Forms
Forms were completed and handed into the Clerk.

18/98.3 Election of Parish Council's representative on the Village Hall
Management Committee.

Cllr Askew nominated Cllr Eversden this was Seconded by Cllr French
Cllr Eversden was elected a Representative on the Village Hall Committee.

18/98.4 Election of Chairman of the Planning Committee
Cllr Askew proposed Cllr French this was seconded by Cllr Gurnett
Cllr French was duly elected.

18/98.5 Election HR Committee
Cllr Gurnett proposed Cllr Batt this was seconded by Cllr Eversden
Cllr Batt was duly elected, Cllr Gurnett, Cllr Askew, Cllr Oates

18/98.6 Transport Representative
Cllr Askew said she would continue to be Transport Rep

18/98.7 Shalford Highways Plan Working Party
Cllr Gurnett will still chair the working party

18/98.8 Shalford Footpath Working Party
Richard Norman had offered to carry on with the Footpath Working Party, The Council accepted his offer along with Cllr French, Cllr Askew.

18/98.9 Stop Stansted Expansion Committee
Cllr Golding will continue to attend these meetings

18/98.10 Braintree Association of Local Councils
The Clerk to find out when the next meeting is and get a copy of the Agenda.

19/99 Apologies for Absence

There were none.

19/100 Minutes of the PC meeting held on Wednesday 17th April 2019 were **Approved** and signed as a true record of the meeting.

19/101 Declarations of interest

Cllr Golding VHMC

19/102 Public participation session with respect to items on the agenda and other matters that are of mutual interest.

The member of public informed the council that footpath 55 the bridge had a plank broken the Clerk said she would report this.

19/103 Clerk's Report

The Clerk said she had spent a morning networking with other Clerks at the Essex Air Ambulance headquarters at Earls Colne.

The Clerk had attended a meeting the Police at Rayne a few weeks ago and has an email address for the Community Policing Team.

19/104 Reports from Councillors with matters affecting the village

The Clerk had sent out the safe email which mentions the 75 celebrations of VE Day on May 8th, 2020. This to be an agenda item next month. Cllr French has passed this email on to Roy Threadgold organises bell ringing, churches are planning to do Ringing Out for Peace.

Cllr Askew said she had met with Jane Mester and another representative to talk about the village for the judging of the RCCE Community Village of the year. Alice Cox, Alison and Heather Smith joined Cllr Askew. The Village looked very clean and tidy, a very productive meeting.

19/105 Finance

| | | | |
|----------|---------|----------------------------------|------|
| 19/105.1 | £304.06 | Clerks Staffing Costs May | BACs |
| 19/105.2 | £65.00 | B Keen Bus shelter April | BACs |
| 19/105.3 | £26.00 | Clerks Expenses | BACs |
| 19/105.6 | £463.20 | MD Landscapes Grassing etc | BACs |
| 19/105.7 | £50.00 | Y Morton Internal Audit | BACs |
| 19/105.8 | £234.00 | Local Toilets Church Celebration | BACs |

Payments were approved by all councillor's present. Cllr Gurnett, and Cllr French checked the invoices prior to the meeting.

19/105.4 Monthly Budget and Bank Reconciliation

The Clerk gave a breakdown for the Bank Reconciliation, **all councillors were in approval of the accounts.**

19/105.5 Internal Auditor report

The Clerk had had the accounts internal audited; the Internal Auditor was happy that the council had complied with all aspects of the Governance Sheet.

19/105.5 To Complete audit

19/105.1 Annual Governance Statement

The Clerk offered to read out the Annual Governance Statement. Cllrs agreed that the Council had complied with the statement.

The Clerk and the Chairman signed the Annual Governance Statement.

19/105.2 Accounting Statement

The Clerk and the Chairman signed off the Accounting Statement.

19/105.6 Risk Review

Cllrs looked at the Risk Review and agreed that there were no amendments.

The Clerk confirmed that she had kept backups.

The review was accepted by all Councillors

19/105.7 Proof of Grant expenditure

Cllrs **agreed** that the council needed a grant policy, The Clerk to send out the Grant Policy she has for one of her other councils. This will be an agenda item next month

19/105.8 Section 106 money

There is a total sum of £14,651.39 held for the parish of Shalford.

£10,896.32 can be used towards the provision and/or improvement and/or maintenance and/or enhancement of public open space and facilities thereon in the Parish/Ward.

The remaining £3,755.07 is specifically for use towards the provision of a multi-use games area at Shalford Recreation Ground, Braintree Road, Shalford.

The Clerk asked about up and coming Section 106

Cllr Golding wrote and asked if we could combine the amounts, and if the Grove Smith development, and the single house next to the playfield, and when the money is put forward. Cllr Golding hadn't had a reply to his email.

The improvements to the play area the quotes have come in from £18,500 to £28,000 the £18,500 was the best one, Cllr Golding asked if there were any other grants available.

One of the downsides on the community of the village award, was the lack of children's activities. A lot of the children that go to the school don't live in the village.

19/106 **Village Hall Management** Committee update

Discussion on the lack of interest in the village hall by Shalford Residents, as less than 15 attended the recent AGM including the committee, it was felt that the lack of progress on replacing the village hall roof has contributed to this apathy.

16th May 2019 Shalford Village Hall is due a visit by the Lottery Team, to discuss possible funding.

To make some progress decision made on Wednesday 8th May to move forward and use part of the £8,000 of the recent grant to repair the external rendering and repaint the outside of village hall, also to remove the old toilet block and lower the surrounding area, in preparation to enlarge the car park. Three quotations obtained, but one builder has supplied costs of around £800 for each section.

Also waiting to move forward on the refurbishment of the children's play and netball area, total funding needed at £18,000, currently £13,000 available from the existing 106 agreements, 3 quotes in hand ranging from £18,000 to £28,000.

Parish Clerk to be asked to check if any more 106 monies available due to recent building in Shalford. This project has been waiting for over two years to be completed, due to lack of funds, children's area is in a dangerous condition and trustees could be liable if an accident occurred, safety netting has been removed by children.

19/107 District Councillors Report

The District Councillor Tattersley wanted to introduce the new District Councillor Vanessa Santomauro.

The Councillors Community Grant is now available £1500 per Councillor. The budget is £70,000 over the district.

The Cllr Butland must decide who gets what committee and portfolio at the AGM next week.

At the Election on the 2nd May the District council is now made up of the following

- 34 Conservative
- 2 Labour
- 4 Halstead Residents Association
- 8 Green & Independent

19/108 County Councillors Report

The County Council has £700,000 to do footpaths, issues with quadbikes, footpaths and bridleways, any suggestions let the Clerk, Cllr French suggested Cllr Butland contact Essex Bridleways for some information.

19/109 BDC Local Plan 2033

Looking at going to the inspector in June- July

19/109.1 Joint Council and SERCLE update

No update

19/109.2 Uttlesford Local Plan

The Residents for Uttlesford are now the Largest party in in Uttlesford Council. Great Saling, Great Bardfield, Felstead, Rayne have all worked together against WoB Stebbing has gone on their own and not sort other parish council help or views. Cllr Golding will try and find out what's happening.

19/110 Village Enhancement

19/110 Planters

The Planters have been trimmed, could get any plants in the ivy has taken over and its root system is clogging everything, and even pushing out the planters.

MD Landscapes said if they were kept on top of the should be ok for now. If we wanted to change them it would require digging out with a digger, repair planters and replant.

MD Landscapes wouldn't have time until the Autumn and it's a good 2 days' work. It was agreed that The Clerk speaks to MD Landscapes and ask him to clear the planters in the autumn when he has more time. William Grove-Smith has said if necessary, he would bring his water bowser down to water the planters.

The Clerk to write to the School and the Horticultural Society, Bowls Club to see if they would like to look after any of the planters. Cllrs would put a plaque. The Planters don't have to be the same.

The Council will supply the plants to go into the planters. The Planters are a big job for one person to take on.

The Hog weed at the Causeway is bad MD Landscapes will spray this.

19/111 Planning Applications/Comments

19/00629/FUL Change of Use from Agricultural use of meat processing Plant which slaughters Turkeys produced on the Farm to White Meat Abattoir to enable grove Smith Turkeys to bring onto site Chickens and Ducks which have not been reared on the owners Farms. - Hubbards Farm, Shalford Green, Shalford

The Council considered the application and had no objection in principle but having listened to residents concerns the council would like to apply some conditions to the application.

1. Restricted Vehicle movements between 8am – 6pm Monday - Friday only
2. Lorries to only access the Farm by using B1053, not access Hubbards via Great Saling, Hyde Lane and Victoria Hill due to narrow roads.

The Council insists that the company makes sure all the vehicles arriving at the farm are given strict instruction not to use this route.

19/00643/FUL Carport, workshop and storage - Tyecroft, Jaspers Green, Shalford
Recommend Approval

19/00842/HH & 19/00843/LBC Installation of an air source heat pump to provide heating and water heating to be placed adjacent to rear wall of utility area - Elm Cottage, Shalford Green, Shalford
Recommended Approval

19/111.1 Planning Results

19/00242/VAR Application for a variation of Condition 2 of planning permission
18/00113/FUL- Redesign of house types. - Land at Church End, Church End, Shalford

GRANTED

18/02276/FUL Erection of two storey rear extension following removal of existing single storey extension. - Greenwood, Wethersfield Road, Shalford

18/02023/VAR Application for variation of condition 2 following grant of planning permission 18/00278/REM - to reduce the Visibility Splays from 120m to 73m as per the recent approval (18/01124/FUL) and as agreed with Highways. - White Court, Braintree Road, Shalford

19/112 Footpath/bridleway

19/112.1 Bridleways Update from Cllr French

No update

19/112.2 Footpaths Update from Cllr's

Cllr French mentioned that she had spoken to the Braintree PRoW officer, he hasn't seen out application to join P3. Cllr French proposed we do one cut this year. CC will be doing a cut between 1st June – 31st July they normally do north of the district first.

PRoW do a walk around the footpath every 5 years. The Clerk to find out when they are due to walk the paths again.

Cllr Golding asked about the email from Shirley Ahlin, The Clerk had already arranged training last year. Cutting Schedule, the Clerk to look into this.

19/112.3 Footpath Adoption

No update

19/113 Highways

19/113.1 Update from Highway Meeting

The Clerk apologised for not getting the LHP Forms completed, she had been a little bit busy doing the End of year reports etc.

Highways are giving out stickers for cars about Tailgating.

19/114 Consultations and Publications Received and to respond to.

Consultation on changes to the use of Concessionary Bus Passes on Essex County Council run Park and Ride services May 2019.

Essex County Council is consulting on the use of the older person's bus pass on County Council run Park and Ride services in Essex. We are also consulting on making a reduced charge for people using the disability-based bus pass before 9am on the Park and Ride services. This consultation gives you the opportunity to let us know your views about the proposals.

The consultation commences from 08 May and will run until **31 July 2019**, it will be available online at : www.essex.gov.uk/park-and-ride-fares-consultation

CLlr Askew had looked at the consultation and they are looking to charge £1.50 basically to park your car. The Clerk said they had done that at the Cambridge Park and Ride, they've now scraped it there.

They are proposing to close the Park and Ride on this side of Chelmsford and make people to go to Sandon Park and Ride.

19/115 Shalford Website Report

April Web Report

From the 14 new **Policies** adopted June 2018 the **Community Engagement Policy** requires a monthly report of web site visitors

| Month | Unique Visitors | Number of Visits | Pages Viewed | Pages Per Visit |
|----------|-----------------|------------------|--------------|-----------------|
| Apr 2019 | 1,295 | 2,034 | 17,613 | 8.65 |

Unique -means individual devices accessing the web site

19/116 Stoneley Park

The Clerk had sent an email to Andrew Brown asking for an update. Clerk to chase

19/119 Maintenance Contract

No report

19/120 Shalford Local History Association

To suggest a hymn for the service from the groups/community that are supporting the event.

Hymn that Cllr Gurnett and The Clerk suggested was this is Jerusalem, Cllrs agreed to this Hymn.

19/121 County Broadband update

The Clerk to get an update and pass it on to Cllrs

19/122 Matters to be raised by members for the next agenda

19/123 Date of the next meeting 19th June 2019

19/124 Meeting Closed at 9.40pm

Signed.....

Dated.....