

# COVID-19 PUBLIC HEALTH EMERGENCY – VIDEO CONFERENCING MINUTES

Little Easton Parish Council

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Minutes of the **Little Easton Parish Council** meeting held via Video-Conference Call on **27 MAY 2020 AT 11 AM**

Present: Cllr Dodsley Cllr Hindley Cllr Rush Cllr Fowell Cllr Keefe

\*Dist Cllr Foley

20/17	<b>NOTE APOLOGIES FOR ABSENCE</b> Apologies received from Cllr. Rodwell, District Cllr Tayler
20/18	<b>DECLARATION OF INTEREST FOR THIS MEETING</b> Cllr Hindley declared an interest in Item 20/29
20/19	<b>APPROVE THE MINUTES OF THE MEETING HELD ON 29 APRIL 2020</b> <b>RESOLUTION</b> to Approve minutes: Proposed Cllr Hindley, Seconded Cllr Fowell
20/20	<b>APPROVE AMENDMENT OF STANDING ORDERS TO REFLECT A CHANGE IN THE LOCAL AUTHORITIES AND POLICE AND CRIME PANELS (CORONAVIRUS) (FLEXIBILITY OF LOCAL AUTHORITY AND POLICE AND CRIME PANEL MEETINGS) (ENGLAND AND WALES) REGULATIONS 2020 CAME INTO FORCE 04 APRIL PROVIDES FOR LOCAL COUNCILS HOLDING REMOTE MEETINGS</b> <b>RESOLUTION</b> to Approve Standing Orders amendment: Proposed Cllr Keefe, Seconded Cllr Hindley.
20/21	<b>RECEIVE THE DISTRICT &amp; COUNTY COUNCILLORS REPORTS</b>
20/22	<b>RECEIVE CLERKS REPORT AND CORRESPONDENCE</b> <b>AUDIT DOCUMENTS – INTERNAL AUDIT COMPLETED, SUBMITTED FOR EXTERNAL INSPECTION</b> <b>PARISH MAINTENANCE CONTRACTOR – CLERK RECEIVED SIGNED CONTRACT</b> <b>VARIOUS COVID-19 UPDATES - EALC/BDC/ECC – CIRCULATED TO MEMBERS</b> <b>UPDATE ON REFUSE LORRY DEPOT – UDC PLANNING MEETING OUTCOME</b> <b>BUILDERS BAGS ON PLAYINGFIELDS – COLLECTED LEAF FALL TO BE REMOVED – now removed</b> <b>SSE SUBSCRIPTION – RENEWAL INVITATION AT £10</b> <b>RESOLUTION</b> to Approve subscription renewal: Proposed Cllr Keefe, Seconded Cllr Rush <b>RESIDENTS QUESTIONS:</b> <b>THE LAKES</b> – increasing visitor numbers to the area has brought an increase in rubbish and dog waste sacks, not deposited in respective bins. Suggested litter bin be provided by the lakes – noted land surrounding the lakes is in private ownership. Cllrs agreed to form a working party to clear the area of rubbish and would approach GDTC for loan of pickers, gloves and hi vis jackets. Cllr Rush offered to contact landowner to discuss the problem and temporarily will provide a bin with a sign to advise visitors where to place their rubbish.
20/23	<b>FINANCE – RECEIVE STATEMENT &amp; AGREE PAYMENTS – APPOINT AUTHORISER</b> <b>RESOLUTION</b> to Approve payments: Proposed Cllr Hindley, Seconded Cllr Fowell Cllr Dodsley to authorise. Finance statement – <b>APPENDIX A</b>

	<p><b>20/23(i) – CONFIRM RECEIPT OF ESSEX COMMUNITY FUND GRANT - £200 - Noted</b>  <b>20/23(ii) – RECEIVE AND NOTE INTERNAL AUDIT REPORT - Noted</b></p>
<b>20/24</b>	<p><b>PLANNING – REVIEW AND COMMENT ON ANY CURRENT PLANNING APPLICATIONS</b>  No current planning applications, Bridgend Farm being monitored</p>
<b>20/25</b>	<p><b>VILLAGE MAINTENANCE UPDATE AND REQUESTS</b>  <b>20/25(i) – PLANTERS ADDITIONAL SOIL &amp; PLANTING – BEGONIAS c. £30 PER PLANTER</b>  Additional planting to include geraniums, contractor to be responsible for watering – <b>Clerk to Action</b>  <b>20/25 (ii) – WAR MEMORIAL – STONE FLOOR JET WASHING</b>  Council agreed to jet washing, contractor to be advised – <b>Clerk to Action</b>  <b>20/25(iii) – CUT GRASS SURROUNDING MEMORIAL HALL (pending confirmation)</b>  Suggest request MHMC to donate towards the cost – <b>Clerk to Action</b>  <b>20/25(iv) – CUT GROWTH UNDER/AROUND BENCHES</b>  No action required  <b>20/25(v) – CUT BACK VEGETATION AT BASKETBALL HOOP AND NETTING</b>  Council agreed to cut back vegetation, contractor to be advised – <b>Clerk to Action</b>  Users of the basketball hoop are to be asked if they want netting set behind the hoop.  <b>20/25(vi) – STAIN WAR MEMORIAL BENCHES</b>  No action to be taken.</p>
	*Dist. Cllr Foley joined the meeting
<b>20/26</b>	<p><b>REPRESENTATIVES REPORTS</b>  <b>WAR MEMORIAL</b> – No report  <b>MEMORIAL HALL</b> – No report  <b>PLAY AREA</b> – remains closed, Cllr Fowell continuing regular inspections and reports  <b>20/26(i) DDA SEESAW UPDATE, PRICED OPTIONS</b> – Defer to next meeting  <b>EASTON PARK</b> – SEP due to publish new strategy  <b>STANSTED AIRPORT</b> – No report  <b>HIGHWOODS QUARRY</b> – Meeting postponed until September  <b>FOOTPATHS &amp; HIGHWAYS</b> – Glebe Lane to be inspected, Debris in river course to be inspected and broken stile in churchyard to be inspected.</p>
	<p><i>Zoom alerted time out, Cllr Dodsley put forward the Motion proposing purchase of Zoom - Council agreed Clerk should buy 1 month subscription</i>  <b>RESOLUTION</b> agreed purchase proposed Cllr Dodsley Seconded Cllr Hindley</p>
<b>20/27</b>	<p><b>AGREE ANNUAL PURCHASE OF MAPPING APPLICATION TOOL– PARISH ONLINE AT £50, FREE WITH INSURANCE FROM BHIB – CLLR DODSLEY TO LEAD</b>  <b>RESOLUTION</b> – Agreed purchase of Parish Online mapping tool. Proposed Cllr Dodsley, Seconded Cllr Hindley  Clerk to confirm subscription free with insurance from BHIB</p>
<b>20/28</b>	<p><b>CONSIDER INSURANCE RENEWAL – BHIB £709.62, THREE YEAR LTA WITH MID TERM ADJUSTMENTS WHERE APPROPRIATE AND IF REQUIRED</b>  <b>RESOLUTION</b> – Agree insurance proposal: Proposed Cllr Hindley, Seconded Cllr Keefe</p>
<b>20/29</b>	<p><b>CONSIDER REQUEST FROM LECC TO RUN AN UNDERGROUND WATER PIPE FROM THE PAVILION TO THE CREASE TO BETTER ENABLE WATERING OF THE AREA</b>  <b>RESOLUTION</b> – Agreed permission to run underground water pipe: Proposed Cllr Dodsley, Seconded Cllr Rush – clerk to advise cricket club.</p>
<b>20/30</b>	<p><b>CONSIDER OPTIONS FOR FLOOD ROUTE SIGNAGE, QUOTES FOR SUPPLY C. £240 TO £373 DEPENDING ON MATERIAL TYPE AND LONGEVITY, NO STAKES OR FIXINGS INCLUDED</b>  <b>RESOLUTION</b> – Not to invest in more signs but to repurpose SEP signs, this requires the purchase of paint, Cllr Dodsley to purchase the paint and amend the SEP signs.</p>
<b>20/31</b>	<p><b>CONSIDER NEXT STEP OPTIONS FOR A NEIGHBOURHOOD PLAN – CLLR HINDLEY TO LEAD</b>  A Neighbourhood Plan would go some way to protecting the position of the community.</p>

	<p>It is a costly exercise but there are grants available and neighbouring Parishes can consider working together and sharing the cost.</p> <p>The first step is to submit an expression of interest to UDC, simultaneously identifying and inviting 6-8 people from the council and residents to form the NHP working group.</p> <p><b>RESOLUTION</b> – Resolve that the council should make an application to UDC to designate Little Easton as a Neighbourhood Area with a view to commencing the development of a Neighbourhood Plan for the parish to formally register interest with UDC - Proposed Cllr Hindley, Seconded Cllr Dodsley</p> <p>Dist Cllr Foley presented his report, confirming that he and Dist Cllr Tayler are now standing as independent Cllrs, no longer representatives of the Liberal Party. Cllr Foley is now Chair of UDC. The District Council is celebrating the re-opening of businesses across Uttlesford, it has been noted the air quality in the District has improved and that a seemingly positive outcome from the pandemic is going to be a boost to the UK economy from Staycations.</p>
20/32	<p><b>ITEMS OF REPORT OR FOR INCLUSION ON NEXT AGENDA OR IN 5P MAGAZINE</b></p> <p>‘Take litter home campaign’ for the lakes in Park Road</p>
20/33	<p><b>DATE OF NEXT MEETING(S) – 24 JUNE – TBC – CLOSE – 12:20</b></p>

Signed: ... .. Date: ... ..

**APPENDIX A**

LEPC May 2020 Finance Statement										
Precept	25,612	Budget	25,612	Net Exp	2,164	Diff +/-	-23,448			
Date	Supplier	Description	Invoice	FPO/DD	Min R	Rec	Credit	Debit	VAT	Net
Opening Balance							30,776.21	0.00		0.00
13/05/2020	Activ	Web services	3427	DD		Y		42.00	7.00	35.00
15/05/2020	A&J Lighting	Street Lighting	34072	DD		Y		24.30	4.05	20.25
26/05/2020	Essex Comm Fund	Grant	N/A	BGC		Y	200.00			
28/05/2020	Y Morton	Audit	2020	FPO		Y		60.00		60.00
28/05/2020	Steves Gardening	Ground works	2	FPO		Y		170.00		170.00
28/05/2020	MD Landscapes	Grass cutting	362	FPO		Y		156.00	26.00	130.00
28/05/2020	A Dodsley	Hazard tape	43166	FPO		Y		12.74	2.12	10.62
28/05/2020	Employee	Salary	PAYE	S/O		Y		404.73		404.73
28/05/2020	Employee	Expenses	N/A	FPO		Y		53.45		53.45
28/05/2020	Steves Gardening	Ground works	3	FPO		Y		130.00		130.00
28/05/2020	SSE	Subscription	2020	FPO		Y		10.00		10.00
28/05/2020	BHIB	Insurance	LCO00373	FPO		Y		709.62		709.62
28/05/2020	Employee	Home Working	N/A	FPO		Y		26.00		26.00
May							30,976.21	1,798.84	39.17	1,759.67
Opening Balance							29,177.37	0.00		0.00